



THE LONDON BOROUGH
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BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

TELEPHONE: 020 8464 3333

CONTACT: Kevin Walter
kevin.walter@bromley.gov.uk

DIRECT LINE: 020 8461 7588

DATE: 10 June 2024

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

Councillor David Cartwright QFSM (Chairman)
Councillor Kim Botting FRSA (Vice-Chairman)
Councillors Kathy Bance MBE, Mark Brock, Sophie Dunbar, Josh King,
Alexa Michael, Michael Tickner, Thomas Turrell and Sam Webber

Non-Voting Co-opted Members –

Sharon Baldwin, Chairman - Safer Neighbourhood Board
Hugo Maxwell, BYC
Eythan Soysa, BYC

A meeting of the Public Protection and Enforcement Policy Development & Scrutiny Committee will be held at Bromley Civic Centre, Stockwell Close, Bromley, BR1 3UH on **THURSDAY 20 JUNE 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/>

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 PUBLIC PROTECTION AND ENFORCEMENT PDS COMMITTEE HELD ON 19TH MARCH 2024 (Pages 1 - 8)**

4 QUESTIONS FOR THE PUBLIC PROTECTION AND ENFORCEMENT PORTFOLIO HOLDER

Questions specifically relating to any reports on the agenda should be emailed to the committee clerk by 5pm on 14th June 2024. Questions should be limited to 50 words and you should indicate if you require a written answer post meeting, or if you wish to attend the meeting and ask your question in person.

5 MATTERS OUTSTANDING (Pages 9 - 12)

6 CROYDON AND BEHAVIOURAL AND DEVELOPMENTAL PSYCHOLOGY OPERATIONS DIRECTORATE UPDATE (Pages 13 - 14)

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

7 UPDATE FROM THE PORTFOLIO HOLDER FOR PUBLIC PROTECTION AND ENFORCEMENT

8 PRE-DECISION SCRUTINY OF PORTFOLIO HOLDER REPORTS

Portfolio Holder decisions for pre-decision scrutiny.

a PP&E PERFORMANCE OVERVIEW (Pages 15 - 22)

b PUBLIC PROTECTION & ENFORCEMENT DRAFT PORTFOLIO PLAN (Pages 23 - 46)

c FINAL OUTTURN REPORT 2023/24 (Pages 47 - 54)

POLICY DEVELOPMENT AND OTHER ITEMS

9 PP&E CONTRACTS REGISTER (Pages 55 - 64)

10 PP&E RISK REGISTER (Pages 65 - 72)

11 WORK PROGRAMME (Pages 73 - 78)

PART 2 AGENDA

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

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

**13 PP&E PDS PART 2 CONTRACTS REGISTER
DATABASE EXTRACT (Pages 79 - 80)**

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

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PUBLIC PROTECTION AND ENFORCEMENT POLICY DEVELOPMENT & SCRUTINY COMMITTEE

Minutes of the meeting held at 7.30 pm on 19 March 2024

Present:

Councillor David Cartwright QFSM (Chairman)
Councillor Kim Botting FRSA (Vice-Chairman)
Councillors Kathy Bance MBE, Josh Coldspring-White,
Sophie Dunbar, Josh King, Alexa Michael, Harry Stranger,
Thomas Turrell and Sam Webber

Sharon Baldwin and Nathan Ward (Co-opted Members)

Also Present:

Danie Gibbs, Ethyan Soysa (BYC)
Councillor Angela Page (Portfolio Holder)

STANDARD ITEMS

1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies were received from Hannah Dumbrell and Niamh Christie from Bromley Youth Council.

2 DECLARATIONS OF INTEREST

The Chairman reminded the committee that Purdah had just commenced.

There were no declarations of interest.

3 MINUTES OF THE PUBLIC PROTECTION AND ENFORCEMENT PDS COMMITTEE HELD ON 24th JANUARY 2024

Members considered the minutes of the meeting of the Public Protection and Enforcement PDS Committee held on 24th January 2024

RESOLVED that the minutes of the meeting held on 24th January 2024 be agreed and signed as a correct record.

4 QUESTIONS FOR THE PUBLIC PROTECTION AND ENFORCEMENT PORTFOLIO HOLDER

No questions were received.

5 MATTERS OUTSTANDING

CSD 24044

The Chairman referred to the 712 alleged breaches of planning control. He asked how many of these had been subject to enforcement action. It was agreed that this would be investigated and an answer provided post meeting.

RESOLVED that the Matters Outstanding report be noted and that the number of breaches that had been subject to enforcement action would be clarified.

6 ANNUAL UPDATE FROM BROMLEY YOUTH COUNCIL

Nathan Ward and Ethyan Soysa attended from Bromley Youth Council (BYC) to answer questions relating to their annual report. They were supported by Danie Gibbs-Youth Engagement Coordinator. A You Tube link to a video had been disseminated to Members pre-meeting which had been made by BYC. The video highlighted the dangers associated with drugs and vapes.

Further to the Youth Council Manifesto Event, BYC had decided to focus on two main areas going forward:

- Mental Health
- Drugs and Substance Mis-Use

With the collaboration of young people from many different schools, a mental health magazine was produced. After consulting with young people from youth clubs it had become clear that many young people were afraid to call 999 with respect to drug related emergencies.

The Chairman commented that the report was well documented and impressive and would have provided valuable experience for all youth counsellors. He expressed his gratitude for the report and the work undertaken. The Chairman said that he had previously expressed the hope that the police would work more closely with Bromley Youth Council and he wondered if this had occurred. Members were informed that BYC had made presentations at two crime summits and had also been nominated for a police award. BYC were working closely with the Police Youth Engagement Team and they would be attending and supporting BYC at an upcoming Youth Manifesto Event later in the week. A Member commented that it was important to communicate to young people that abusing drugs could result in a criminal record. The Vice Chairman said that it was important that information regarding drug abuse, particularly where drugs were being sold and supplied--be fed back to the police.

The SNB(Safer Neighbourhood Board) Chairman said that it was important that BYC continued to attend the Crime Summit meetings. It was noted that the possibility of 'safe spaces' in schools to discuss drug related matters had

not been pursued. There was a discussion about negative and positive stress and the importance of leading a holistic lifestyle.

The Chairman asked that his thanks be passed to all the members of BYC and he looked forward to seeing next year's plan.

RESOLVED that the update from BYC be noted.

**7 EMERGENCY PLANNING AND CORPORATE RESILIENCE
SERVICE: ANNUAL UPDATE**

ES20362

The committee was updated concerning the counter terrorism exercise that had been undertaken in the Glade Shopping Centre on 25th February. Over 700 people had been involved, including 300 members of the public. Specialist police services and other emergency services were involved and a Survivor Reception Centre was opened. Much learning was had from the exercise itself and from the following post exercise de-briefings.

A discussion took place concerning cyber security and maintaining business continuity and resilience while the Council was moving to a new premises. It was noted that the Council's IT system would be moving from a server based system to the Cloud which would make it more robust. IT had a Disaster Recovery Plan if needed. There was always the fallback of working from home that had been used during Covid if required.

The committee was updated with regard to 'Martyn's Law'. It was noted that this Law would apply only to premises and not to open spaces. The Government would reflect on recent consultation responses. It was unlikely that any legislation would be passed until 2025 and then there would be a time of reflection and adjustment to allow those affected to put any required measures in place.

The Chairman directed the committee's attention to Appendix B, which was concerning resilience standards and the assessments that took place with respect to those standards. It was noted that there was a process involved whereby the Emergency Planning and Corporate Resilience Lead would undertake the assessment first, this would then be checked by the Director for Environment and Public Protection, and then signed off by the Chief Executive. A peer review would also be undertaken by five other local authorities in the southeast cluster system. In terms of being scrutinised by the Public Protection and Enforcement Committee, the time to scrutinise the resilience standards would be now, as the meeting was taking place. The Chairman requested that in the next annual review, information regarding resilience standards and the assessment process be highlighted and clarified in a separate document.

The issue of falling masonry in Penge High Street was raised and it was clarified that issues of this nature should be reported to Building Control or the Borough Surveyor.

RESOLVED that the Emergency Planning and Corporate Resilience Service update be noted.

8 UPDATE FROM THE PORTFOLIO HOLDER FOR PUBLIC PROTECTION AND ENFORCEMENT

The Portfolio Holder stated that she had attended the recent Bromley Mentoring Initiative meeting. She mentioned that there was an informative article regarding this in the latest edition of the Bromley News; the article gave more information about mentoring and encouraged people to volunteer.

On 2nd February, the Portfolio Holder deputised for the Leader at the second of the twice yearly leaders' meetings with the Met Police Commissioner, Sir Mark Crowley and his team.

On the 12th February, the Portfolio Holder joined a briefing on the use of facial recognition cameras in the Borough. There had been positive feedback and successes in Croydon. The BCU Borough Commander had made it known that he wanted the cameras to be used more widely. The cameras had been deployed on two occasions since then in Bromley Town Centre, and whilst awaiting the official outcomes, the initial feedback regarding their use was positive.

The Portfolio Holder had attended exercise 'Felix Fort' at the Glade Shopping Centre as an observer.

On the 11th March, the Portfolio Holder had attended the ASB Conference which had been organised by the Chairman of the Safer Neighbourhood Board. This had been held at Bromley Football Club. The Portfolio Holder had attended the 'Driven by Consequences' presentation at Hayes School which had taken place earlier in the day.

A Member enquired if MOPAC money for combatting drug use could be ring fenced. The Portfolio Holder said that she would look into this. It was noted that the funding for the 'Driven by Consequences' presentation that had taken place earlier, was LIP funding from TfL.

A discussion took place regarding the use of facial recognition cameras in the Borough. It was noted that the cameras would be triggered if they recognised an individual who was on the police 'watchlist'. A Member said that it would be helpful if more information regarding this could be provided by the police. The Portfolio Holder responded and said that an individual would need to be on the National Police Register to trigger the camera. In Croydon two people were arrested after facial recognition cameras identified individuals that were wanted on rape charges.

A discussion took place about future ASB conferences and the Chairman said that it would be helpful to Members if more notice could be provided.

RESOLVED that the update from the Portfolio Holder be noted.

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

a PUBLIC PROTECTION PERFORMANCE OVERVIEW

ES20368

The committee was pleased to note that there were no new 'red flags.'

It was noted that good progress was being made regarding catching up with food safety inspections. A new tender had been finalised and a contractor appointed which would result in more capacity moving forward.

RESOLVED that the Performance Overview update be noted and that the Portfolio Holder for Public Protection and Enforcement be recommended to endorse the outcomes, aims and performance measures set out in the draft 2023/24 PP&E Portfolio Plan.

b BUDGET MONITORING

FSD24020

The Committee noted the Budget Monitoring report for 2023/24.

RESOLVED that the Portfolio Holder be recommended to endorse the 2023/24 revenue budget monitoring position for the Public Protection and Enforcement Services Portfolio.

c ANTI-SOCIAL BEHAVIOUR PUBLIC SPACES PROTECTION ORDER - EXTENSION

ES20363

Members noted that this was in effect an extension of what was already in place following a consultation which was primarily supportive. It was clarified that action could be taken with respect to ASB by PCSOs and specifically designated council officers as well as police officers. A discussion took place regarding the use of psychoactive substances and it was explained that with respect to the Anti-Social Behaviour Public Spaces Protection Order, it would be any resultant anti-social behaviour that would trigger enforcement action. It was hoped that in all respects, engagement and education would reduce the level of anti-social behaviour resulting from the use of these substances.

RESOLVED that the Portfolio Holder for Public Protection and Enforcement be recommended to approve the renewal of the Public

Spaces Protection Order to address anti-social behaviour, until the 31st of March 2027.

10 SAFER BROMLEY PARTNERSHIP UPDATES

The Chairman noted that some of the crime statistics were going up. There would be an opportunity to raise questions regarding these issues with police at the June meeting. The Chairman said that shoplifting was an issue that was often raised by the public when contacting Ward Councillors. There was a perceived lack of action by the police and the Chairman felt that this was becoming an issue. The Chairman of the Safer Neighbourhood Board responded and said that Superintendent Luke Baldock had set up a Retail Forum to discuss these issues and they were now meeting on a regular basis. The issue of shoplifting was a national problem. Again, this was a matter that could be raised with the police at the June meeting. A discussion took place regarding the statistics concerning burglary.

The Chairman expressed concern regarding the lack of police vehicles for Safer Neighbourhood Teams. He was concerned that the police were not getting the resources they needed. The Safer Neighbourhood Board Chairman responded and said that these matters had been raised at a senior level with New Scotland Yard. In the next round of MOPAC funding, it was anticipated that funding could be allocated to acquire a new police vehicle for the south of the borough.

The Chairman commented that Community Impact Days were very worthwhile and that it would be helpful to better promote what was going on and being achieved.

RESOLVED that the Safer Bromley Partnership Update be noted.

12 SAFER BROMLEY STRATEGY 24-27

ES20374

The committee received the report which set out the proposal to adopt the Safer Bromley Strategy for 2024-27.

The Strategy had been developed in consultation with partners and residents. Workshops had also been held. Three high level priorities had been decided upon, which were 'People', 'Prevention' and 'Place'. For the Strategy to be successful, the efficient use of all partner resources was key. A 'Delivery Strategy' document had been produced and it was intended that this would be a live document. It was noted that an annual Statutory Assessment would be undertaken. It was felt that better engagement was required with the public. The Chairman mentioned that confidence in the criminal justice system was low, and a discussion took place as to how this could be improved.

A Member referred to the online public consultation which she had completed. She expressed the view that the questions in the consultation document were

'woolly' and meaningless, and that in the future the questions should be more relevant.

A Member asked if there was a list of Neighbourhood Watches that could be circulated. The Public Protection Projects Manager said that she would arrange this and that it would be circulated to all members of the committee.

The Chairman referred to the section in the report regarding the monitoring of impacts. He suggested that a fourth area of monitoring could be added which was to monitor the effect of individual actions taken and agreed and that this be reported back to the committee.

It was noted that the recommendation in the report was for the Leader to approve the adoption of the Strategy. The Chairman pointed out that this was incorrect and that the recommendation should be changed to read that the Portfolio Holder should approve the adoption of the new Strategy.

RESOLVED that, taking into consideration the above comments of the PP&E PDS, the Portfolio Holder be recommended to approve the adoption of the Safer Bromley Strategy for 2024-27, ensuring that the Leader is aware and in agreement.

13 PUBLIC PROTECTION AND ENFORCEMENT PORTFOLIO CONTRACTS REGISTER

ES20360

Reference was made to the Environmental Consultancy Agreement with South Derbyshire District Council and LBB. It was noted that this contract had now been renewed.

It was noted that the Domestic Homicide Review Contract with Sancus Solutions was due to expire in October. The committee was assured that a new tender was being put together with a new reporting model and that all was in hand.

RESOLVED that the Contracts Register report be noted.

14 PUBLIC PROTECTION PORTFOLIO RISK REGISTER

ES20365

The committee noted the Public Protection Risk Register.

It was noted that the 'red' risks were the same as noted in the previous meeting.

RESOLVED that the Public Protection Risk Register report be noted.

15 WORK PROGRAMME

CSD24046

The committee noted the Work Program report.

The Chairman requested that the Police and SLAM be contacted in plenty of time so that they could prepare to report to the committee in June.

RESOLVED that the Work Programme report be noted.

The meeting ended at 8.44 pm

Agenda Item 5

Report No.
CSD24066

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Public Protection and Enforcement PDS Committee

Date: 20th June 2024

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

Title: MATTERS ARISING/OUTSTANDING

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

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

Ward: N/A

1. Reason for report

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

2. RECOMMENDATION

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

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

Corporate Policy

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

Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £402k
 5. Source of funding: Revenue Budget
-

Staff

1. Number of staff : 6 FTE
 2. If from existing staff resources, number of staff hours: Completion of "Matters Arising" Reports for PDS meetings can take up to a few hours per meeting.
-

Legal

1. Legal Requirement: None
 2. Call-in: Not Applicable. Non-Executive decisions are not subject to Call in.
-

Customer Impact

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

Ward Councillor Views

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

<u>Minute Number/Title</u>	<u>Matters Arising</u>	<u>Update</u>																		
Minute 5 Matters Outstanding 19 th March 24	The Chairman referred to the 712 alleged breaches of planning control. He asked how many of these had been subject to enforcement action. It was agreed that this would be investigated and an answer provided post meeting.	<p>INSTRUCTIONS AND NOTICES ISSUES FROM 1 JAN 2020 TO MAY 2024</p> <table border="1"> <thead> <tr> <th></th> <th>2020</th> <th>2021</th> <th>2022</th> <th>2023</th> <th>2024</th> </tr> </thead> <tbody> <tr> <td>Instructions sent to legal</td> <td>82</td> <td>132</td> <td>71</td> <td>135</td> <td>25</td> </tr> <tr> <td>Notices issued</td> <td>65</td> <td>99</td> <td>55</td> <td>116</td> <td>9</td> </tr> </tbody> </table> <p>This information is taken from a manually kept works discrepancies but gives a good overview.</p> <p>Legal instructions Total 455 including 2024 figures. Notice Issued Total 344 including 2024 figures.</p>		2020	2021	2022	2023	2024	Instructions sent to legal	82	132	71	135	25	Notices issued	65	99	55	116	9
	2020	2021	2022	2023	2024															
Instructions sent to legal	82	132	71	135	25															
Notices issued	65	99	55	116	9															
Minute 8 PH Update 19 th March 24	A Member enquired if MOPAC money for combatting drug use could be ring fenced. The Portfolio Holder said that she would look into this.	MOPAC grant monies cannot be ringfenced for specific areas of work such as projects relating to drugs. However, we do work with MOPAC annually to agree what the monies are spent on, based on the Safer Bromley Partnership Strategy's priorities and local annual crime data, together with wider local and regional priorities for the benefit of Bromley's residents and businesses. The SBP also works closely with the priorities set out by the Combatting Drugs and Alcohol Partnership (CDAP) hence preventative and supportive projects relating to drug and alcohol supply, and use will always be considered when prioritising the MOPAC Grant.'																		
Minute 12 SBP Strategy (24-27) 19 th March 24	The Chairman referred to the section in the report on the Safer Bromley Strategy, regarding the monitoring of impacts. He suggested that a fourth area of monitoring could be added which was to monitor the effect of individual actions taken and agreed and that this be reported back to the committee.	The delivery process seeks to capture both the tracking of action delivery and the expected outcomes and impact of the action.																		
Minute 12 SBP Strategy 19 th March 24	A Member asked if there was a list of Neighbourhood Watches that could be circulated.	This has been requested.																		

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Meeting:	Public Protection & Enforcement Policy Development and Scrutiny Committee
Date of meeting:	Thursday 20 th June 2024
Report title:	Croydon and Behavioural and Developmental Psychology Operations Directorate update
Author:	Jonathan Northfield, Service Director Croydon and Behavioural and Developmental Psychology, South London and Maudsley NHS Foundation Trust

Executive Summary

The purpose of this report is to update the Public Protection & Enforcement Policy Development and Scrutiny Committee, Bromley Council with a report from Croydon and Behavioural and Developmental Psychology Operations Directorate, South London and Maudsley NHS Foundation Trust.

1. Update

- The Croydon and Behavioural and Developmental Psychology Operations Directorate continues to work closely with our partners including service users, carers and their families as well as our strategic partners to bring together services to ensure we are responsive to the care and support needs of our local communities.
- In order to implement further improvements to our services South London and Maudsley NHS Foundation Trust co-designed and then adopted a 5 year Strategy; “Aiming High, Changing Lives” and work is in train across all projects within this strategy to allow us to meet the five strategic ambitions we have set: To deliver outstanding mental health care; be a partner in prevention, be a catalyst for change, build a culture of trust together and become effective and sustainable.
- Working collaboratively with our local partners has allowed us to focus on prevention, access, early intervention and recovery to improve our reach and impact on people’s lives, including through the work with One Croydon and our Recovery College, Maudsley Learning and our colleagues at King’s Health Partners.
- The Trust is working closely with our partners to ensure we are able to support the most vulnerable people in our communities with social care, housing, health employment, education and staying well.
- We have further developed our Croydon community mental health provision, under our ongoing Croydon Transformation work, to ensure there is sufficient resource and capacity throughout the system to deliver a seamless, evidence-based and person-centred service to the local population. We are continuing to support our service users’ transition back to primary care and improve support for community patients following discharge.
- For more information about the organisation please see South London and Maudsley NHS Foundation Trust’s Annual Report and Accounts.

2. Bethlem Royal Hospital – site update

- Following the reintroduction of the site being used as a community asset in 2022 post the period where infection, prevention and control (IPC) measures remained in place, we are delighted to report that the Bethlem Royal Hospital and its grounds once again now offers access for dog walkers, local bowls and football clubs, “Park Run”, and public exhibitions at the Museum of the Mind in line with the provisions in place prior to the covid-19 pandemic.
- We have further developed our relationship with Certitude, the providers of the service at “The Orchards” in the space adjacent to the Bethlem Hospital to continue to do all

we can to support the recovery of our service users transferred into the flats there. We have seen a reduction in reports of antisocial behaviour in and outside of the units. To note The Orchards flats are for use for our service users, who no longer need to be in hospital to take the next step in their recovery whilst they await their home, placement or care package to be ready

- Our low secure residential forensic rehabilitation unit Ward in the Community is still planned to be transitioned from its current site at Lambeth Hospital to the Bethlem Royal Hospital site but as this move forms part of a wider programme of estate transition work this move has been delayed from 2023 and is now expected to take place in late 2024. The exact location on site is to be determined but to note, the move will see the transfer off of the Bethlem Royal Hospital site of another service; the National specialist neurorehabilitation inpatient ward for neuropsychiatry and brain injury, “The Lishman Unit” which will move to the Maudsley Hospital site.

3. Bromley Protocol

- We remain committed to working with our partners at Bromley Council to support the Bromley Protocol with adhering to the agreement that we have in place.
- The Croydon and Behavioural and Developmental Psychiatry Operations Directorate continues to lead a monthly Bethlem Royal Hospital Site Meetings. Key stakeholders from across the site come together to look at a number of site-based matters including site incidents and the interface with the community, including Bromley Council.
- The Croydon and Behavioural and Developmental Psychiatry Operations Directorate additionally leads a monthly Bethlem Royal Hospital Police liaison meeting where incidents of AWOL are discussed in detail across all stakeholders including colleagues from the MET police.
- There were a total of 11 incidents of absconsion from our medium secure wards for the period June 2023 to May 2024. Absconding from leave was the most commonly recorded sub-category for AWOL based incidents. None of these 11 incidents were associated with the patient re-offending.
- This marks a significant reduction when compared to the 25 incidents of absconsion in the preceding period between 2022 and 2023 that were reported to this Scrutiny Committee on 28th June 2023.
- To support both the reduction of and careful management and response to AWOLs South London and Maudsley is refreshing our local AWOL training course and associated literature. This updating is being co-designed with associated stakeholders including colleagues from the MET police.
- It should be noted that the granting of leave is done with very careful consideration, taking into account all the aspects of a person’s personal, family, past medical, past psychiatric, risk history and current mental state. The granting of gradually increasing leave is aimed at supporting someone’s safe rehabilitation into the community. This approach has been shown to be successful in reducing re-offending, with rates of recidivism in Forensic psychiatric patients in the UK being up to 7.7 times lower than recidivism rates in prisoners in Criminal Justice Settings.

Report No.
ES20387

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **PUBLIC PROTECTION AND ENFORCEMENT PORTFOLIO HOLDER.**

Date: **Thursday 20th June 2024**

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

Title: **PP&E 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 PP&E Performance Overview indicators pertaining to the Public Protection and Enforcement Portfolio Plan for 2023/24 for scrutiny by PDS Members and subsequent endorsement by the Public Protection and Enforcement Portfolio Holder. The report includes data from April 2023 to March 2024.

2. **RECOMMENDATION(S)**

2.1 **That the PDS Committee reviews and comments on the key performance indicators pertaining to the Public Protection and Enforcement Portfolio Plan.**

2.2 **That the Public Protection and Enforcement Portfolio Holder:**

Endorse the outcomes, aims and performance measures set out in the draft 2023/24 Public Protection and Enforcement Portfolio Plan, taking into account the budget and views of the Committee.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Public Protection and Enforcement services are used by all residents, including vulnerable adults and children. Where vulnerable adults or children may potentially be affected by a proposal or contract, the issues would be covered in that particular report, plan or contract rather than this strategic document.
-

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: Public Protection & Enforcement Portfolio
 4. Total current budget for this head: £4.2m
 5. Source of funding: Existing controllable revenue budget
-

Personnel

1. Number of staff (*current and additional*): 47.3 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*): 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

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

3.1 Priority 1: We will keep Bromley safe.

There are no Priority 1 PP&E Portfolio Plan indicators performing at AMBER or RED performance status expectation.

Indicator	Target	RAG Status	Commentary
To disseminate 25 alerts on emerging topics including doorstep crime and scams	100%	RED	25 alerts were prepared within the financial year but there were delays in July and August 2023 as a result of the communications protocol causing 3 alerts not to be published. The protocol was reviewed at the time, including an option to expedite urgent alerts and no further issues have been highlighted.

3.2 Priority 2: We will protect consumers.

There are no Priority 2 PP&E Portfolio Plan indicators performing at AMBER or RED performance status expectation.

3.3 Priority 3: We will support and regulate businesses.

There are Priority PP&E Portfolio Plan indicators performing at AMBER or RED performance status which is below expectation.

Indicator	Target	RAG Status	Commentary
Inspection of UNRATED (UR) Food Businesses (FB) Childminder (CM) Low Risk Home caterers (LRHC) (% completed) (Number of inspections or closures if no longer trading) (% Annual Target)	95%	AMBER	The team has completed inspecting the 120 unrated food businesses that were due for inspection at the beginning of the year. Unrated new businesses continue to be inspected as they apply for food premises registration. The food safety inspections contract tender process for unrated home-based childminders (UR CM), low risk home caterers (LRHC), and home caterers, is now complete. Three (3) tender applications were received and evaluated. The contract award was approved and has completed it's stand-still period. The contract with the Stuart Harris

			Agnew Partnership will commence on 11/03/24.
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3.4 Priority 4: We will protect and improve the environment through custodianship and effective and responsible enforcement.

There are no Priority 4 PP&E Portfolio Plan indicators performing at AMBER or RED performance status expectation.

3.5 Priority 5: We will provide value for money.

Not applicable. Priority 5 does not have measurable key performance indicators in the PP&E Portfolio Plan.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

Public Protection and Enforcement services are used by all residents, including vulnerable adults and children. Where vulnerable adults or children may potentially be affected by a proposal or contract, the issues would be covered in that particular report, plan or contract rather than this strategic document.

5. TRANSFORMATION/POLICY IMPLICATIONS

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

- [Public Protection and Enforcement \(bromley.gov.uk\)](http://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)	Public Protection and Enforcement Portfolio Plan 23/24

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

9.1 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.

9.2 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.

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 local economy implications.

13. IMPACT ON HEALTH AND WELLBEING

There are no direct health and wellbeing implications.

14. CUSTOMER IMPACT

There are no direct customer impacts.

15. WARD COUNCILLOR VIEWS

There are no direct Ward Councillor views.

PP&E Performance Overview 2023/24

Outcome	PORTFOLIO PLAN INDICATOR	DESCRIPTION	2022-23 TARGET	2022-23 ACTUAL	GOOD PERF.	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	2023-24 ACTUAL	2023-24 TARGET	2023-24 RAG STATUS	RAG Threshold	COMMENTARY (BY EXCEPTION)	
1: We will keep Bromley safe	1A	Number of evidence packs requested from CCTV	100%	100%	HIGH	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	95%	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above		
	1B	Rapid Response interventions responded to within 2 hours (%)	100%	100%	HIGH	3 (100%)	0 (100%)	4 (100%)	5 (100%)	3 (100%)	0 (100%)	2 (100%)	3 (100%)	1 (100%)	2 (100%)	5 (100%)	3 (100%)	100%	100%	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above		
	1C	Complete all test purchases following all failed Challenge 25 test purchase which result in a sale of an age restricted product	100% Compliant Businesses	90% (From 2023/24 target is number)	HIGH	0	7	4	0	0	0	0	3	4	0	0	2	0	20 (20 out of 20 = 100%)	25 (Number). Outcome Based.	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above	The team conducted 43 Challenge 25 test purchase visits. We predicted at the beginning of the year there would be 25 failures. In fact, there were 20, and all of these were revisited as per the KPI resulting in a 100% compliance rate.
	1D	To disseminate 25 Alerts on emerging topics including doorstep crime and scams	25	35 (From 2023/24 target is %)	HIGH	3	2	2	0	3	0	0	5	1	3	2	1	1	(22 out of 25) 88%	100%	RED	Red: more than 10% Amber: Within 10% Green: At target or above	25 Alerts were prepared within the financial year but there were delays in July and August 2023 as a result of the communications protocol causing 3 Alerts not being published. The protocol was reviewed at the time including an option to expedite urgent Alerts and no further issues have been highlighted.
	1E	Issue HMO licenses where valid applications are received (No.)	100%	100%	HIGH	100% (9 of 9)	100% (1 of 1)	100% (11 of 11)	100% (2 of 2)	100% (9 of 9)	100% (7 of 7)	100% (14 of 14)	100% (0 of 0)	100% (5 of 5)	100% (5 of 5)	100% (1 of 1)	100% (6 of 6)	100%	100%	GREEN	Red: more than 10% Amber: Within 10% Green: At target or above		
2: We will protect consumers	2A	Number of awareness raising events & training to groups & partners (No. of attendees)	50	1314	HIGH	7 (154)	7 (105)	6 (91)	6 (111)	2 (125)	3 (732)	8 (682)	7 (306)	2 (60)	11 (225)	14 (165)	7 (126)	55 (2882)	50 (1200)	OUTCOME	Outcome based.		
3: We will support and regulate businesses	3A	Due inspections of high-risk food businesses undertaken (% Annual Target)(Risk A and B food premises)	100% (Annual Target)	Risk A: 100% Risk B: 94%	HIGH	Risk A 0% (0 of 2) Risk B 11% (10 of 92)	Risk A 0% (0 of 2) Risk B 20% (19 of 92)	Risk A 0% (0 of 2) Risk B 40% (37 of 92)	Risk A 50% (1 of 2) Risk B 45% (42 of 92)	Risk A 100% (2 of 2) Risk B 50% (46 of 92)	Risk A 40% (2 of 5) Risk B 65% (60 of 92)	Risk A 40% (2 of 5) Risk B 73% (67 of 92)	Risk A 60% (3 of 5) Risk B 76% (70 of 92)	Risk A 100% (5 of 5) Risk B 88% (81 of 92)	Risk A 100% (5 of 5) Risk B 95% (88 of 92)	Risk A 100% (5 of 5) Risk B 95% (88 of 92)	100%	95%	GREEN	RAG status set to Amber	Risk A: Since 1st of April 2023 x3 businesses have received a Category A rating, bringing the number of Category A rated businesses due for the inspection to 5 in the 2023-24 inspection period. All 5 of the 5 businesses have been inspected and have subsequently been rated as Category B, C and/or D as standards in these food businesses have improved. Risk B: The team is making good progress 88% of the 92 Category B businesses due this year have been completed to date. The remaining 11 inspections are diarised and will be completed by end of March 24. It is anticipated 100% of the due food hygiene inspections in Categories A & B will be completed by 31st March 2024, in accordance with the Food Law Code of Practice (FLCoP).		
	3B	Inspection of UNRATED (UR) Food Businesses (FB) Childminder (CM) Low Risk Home caterers (LRHC) (% completed) (Number of inspections or closures if no longer trading)(% Annual Target)	100% (Annual Target)	UR FB = 85% UR CM = 0%	HIGH	UR FB = 18% (22 of 120) UR CM = 0% (0 of 334) UR LRHC = 0% (0 of 75)	UR FB = 24% (29 of 120) UR CM = 0% (0 of 334) UR LRHC = 0% (0 of 75)	UR FB = 37% (45 of 120) UR CM = 0% (0 of 334) UR LRHC = 0% (0 of 75)	UR FB = 52% (63 of 120) UR CM = 0% (0 of 334) UR LRHC = 0% (0 of 75)	UR FB = 88% (106 of 120) UR CM = 0% (0 of 334) UR LRHC = 0% (0 of 75)	UR FB = 90% (108 of 120) UR CM = 0% (0 of 334) UR LRHC = 0% (0 of 75)	UR FB = 100% (120 of 120) UR CM = 0% (0 of 334) UR LRHC = 0% (0 of 75)	UR FB = 100% (120 of 120) UR CM = 0% (0 of 334) UR LRHC = 0% (0 of 75)	UR FB = 100% (120 of 120) UR CM = 0% (0 of 334) UR LRHC = 0% (0 of 75)	UR FB = 100% (120 of 120) UR CM = 0% (0 of 334) UR LRHC = 0% (0 of 75)	UR FB = 100% (120 of 120) UR CM = 0% (0 of 334) UR LRHC = 0% (0 of 75)	UR FB = 100% (120 of 120) UR CM = 0% (0 of 334) UR LRHC = 0% (0 of 75)	100% (Based on 2023 current data)	95%	AMBER	RAG status set to Amber	The team has completed inspecting the 120 unrated food businesses that were due for inspection at the beginning of the year. Unrated new businesses continue to be inspected as they apply for food premises registration. The food safety inspections contract tender process for unrated home-based childminders (UR CM), low risk home caterers (LRHC), and home caterers, is now complete. Three (3) tender applications were received and evaluated. The contract award was approved and has completed it's stand-still period. The contract with the Stuart Harris Agnew Partnership will commence on 11/03/24.	
4: We will protect and improve the environment through custodianship and effective and responsible management	4A	Completed cases where investigations of breaches of planning control are identified (%) (outcome)	100%	100%	OUTCOME	68 (100%)	71 (100%)	75 (100%)	69 (100%)	61 (100%)	51 (100%)	82 (100%)	65 (100%)	47 (100%)	65 (100%)	55 (100%)	64 (100%)	100%	100%	OUTCOME	Awaiting Data		

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Report No.
ES20391

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: PUBLIC PROTECTION AND ENFORCEMENT PORTFOLIO HOLDER

For Pre-Decision Scrutiny by the Public Protection & Enforcement PDS Committee on

Date: Thursday 20th June 2024

Decision Type: Non-Urgent Executive Non-Key

Title: PUBLIC PROTECTION & ENFORCEMENT DRAFT PORTFOLIO PLAN

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

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

Ward: (All Wards);

1. Reason for decision/report and options

This report presents a draft Public Protection and Enforcement Portfolio Plan for 2024/25 for scrutiny by PDS Members and subsequent endorsement by the Public Protection and Enforcement Portfolio Holder.

2. **RECOMMENDATION(S)**

2.1 **That PDS Committee reviews and comments on the draft Portfolio Plan 24/25 (Appendix 1) and provide comments to the Portfolio Holder before the final plan is published.**

2.2 **That the Public Protection and Enforcement Portfolio Holder:**

Endorse the outcomes, aims and performance measures set out in the draft 2024/25 Public Protection and Enforcement Portfolio Plan, considering the budget and views of the Committee.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Public Protection and Enforcement services are used by all residents, including vulnerable adults and children. Where vulnerable adults or children may potentially be affected by a proposal or contract, the issues would be covered in that particular report, plan or contract rather than this strategic document.

Transformation Policy

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

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Public Protection & Enforcement Portfolio
 4. Total current budget for this head: £4.2m
 5. Source of funding: Existing controllable revenue budget
-

Personnel

1. Number of staff (current and additional): 47.3 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
-

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
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability 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 General

3.2 Safer Communities

3.2.1 The Community Safety team and key partners have continued to deliver the highly valued monthly Community Impact Days having a positive impact on levels of anti-social behaviour (ASB), arson, public protection against crime and the quality and cleanliness of the public realm. The team also work with partners to provide bespoke solutions to address location based ASB and have commenced consultation work in preparation for a new Community Safety strategy to be finalised soon.

3.2.2 The Trading Standards team have been working hard to protect compliant businesses and shoppers from unfair trading practices. The main areas of work in the last year have included working to prevent underage access to vapes (many thousands seized) and disrupting doorstep crime, scammers, and rogue traders. Officers also supported a scam victim to recover almost all the £140,000 lost in a romance fraud and estimated savings from call blockers units installed in resident's homes at approx. £277,000. Finally, the Team Manager, Graeme Preston, was awarded 'Best Trading Standards Team Leader' by London Trading Standards for his excellent work and commitment to the profession.

3.2.3 The Emergency Planning team have dealt with over 20 civil incidents ranging from fires, to falling masonry and fuel spillages. The most serious incident in the last year was a grass fire near a pre-school nursery. Grass caught alight and spread, causing a full evacuation of all the children and staff. Team members attended to assist the London Fire Brigade (LFB) with road closures and signage. Contact was made with the LBB Education team to provide a child psychologist to assist the children affected by the incident. The team also assisted the LFB and Met. Police Service as over 100 people were evacuated from flats in Orpington, when a vehicle drove into the building, damaging the gas supply main.

3.3 Environmental Health & Licensing

3.3.1 The Statutory Nuisance & ASB team have operated within the targets set for 23/24 and assisted over 2500 residents with noise, odour, smoke, ASB, pest infestation and foul drainage issues, to help make their homes healthy and peaceful again. They have worked with partners to address several badly hoarded, filthy, and verminous homes over the year, to improve the living standards of some of our most vulnerable residents. The team have also reviewed the out of hours noise service and are now working with our contracted partners to provide a safer, more focussed service to the public.

3.3.2 Following improving amenity standards for Houses in Multiple Occupation (HMOs) last year, the Housing Enforcement team considered the extension of the HMO licensing regime to include discretionary licensing this year. On review it was considered that discretionary licensing was not suitable for LB Bromley. Officers have worked hard to ensure that all validated HMO license applications have been dealt with within target. The team have also seen a significant uplift in reports of repair issues due to damp and mould following national media attention.

3.3.3 The Food Safety team have an externally approved Food Plan to ensure that all Food Hygiene Rating inspections for outstanding and new food businesses. Officers have carried out 991 inspections since April 2023, have accepted voluntary closure declarations from 5 premises and have worked with these businesses to improve their compliance. The team have been working with the UK Health Security Agency to address a case of a gentlemen who has been reluctant to co-operate with his Tuberculosis treatment regime and have returned to court several times for Part 2A Orders under the Public Health Act, to encourage his compliance.

There have been no food poisoning outbreaks of note in the Borough this year to date with only isolated cases of reportable infectious diseases. The team is currently meeting all targets for both inspections and responses to infectious disease, as outlined in the Portfolio Plan for this year.

3.3.4 The Licensing, Health & Safety and Environmental Protection teams are all operating within their current performance targets, with the Licensing team deserving a particular mention for their work regulating the impacts and safety of the increasing summer season of festivals, concerts, and outdoor events across the borough.

3.4 Neighbourhood Management

3.4.1 The Neighbourhood Investigation team continue to respond to customer complaints, along with undertaking site and residential visits concerning all matters of highway enforcement. This ranges from the investigation and removal of unauthorised traveller encampments on LBB land, fly tipping, abandoned vehicles, illegal encroachment onto highway land, overhanging vegetation onto footways, and the removal of illegal skips, cones, hoarding and other obstructions on the highway.

3.4.2 In the past 12 months the team have focused on increasing enforcement action for Enviro-Crimes and have secured 22 convictions at court. A highlight from these cases relate to a conviction against one individual for two counts of fly tipping. On this occasion the matter proceeded to full day trial whereby the defendant was found guilty and sentenced to pay a fine of £2,640, victim surcharge of £374.32, compensation for clearance of £681.68, forfeiture of vehicle used in the offence and a Criminal Behaviour Order.

3.5 Parking Enforcement

3.5.1 Bromley continues to increase the number of schools supported by the Council with anti-idling enforcement and associated campaigns. Over 40 schools are now engaged with this project. There are 12 CCTV cameras enforcing the School Keep Clear zigzag markings and the Civil Enforcement Officers include school enforcement within their daily patrols, however it is noted that bad and inconsiderate parking around schools is a problem.

Draft Portfolio Plan 2024/25

3.6 **Appendix 1** sets out the draft Public Protection and Enforcement Portfolio Plan for the 2024/25 financial year. There are 5 priority areas identified within the draft plan.

3.7 Committee is invited to comments on the proposed plan and suggest any changes it considers appropriate. The Plan is aligned to the ambitions of the updated, high level and over-arching Corporate Strategy “Making Bromley Even Better 2021 to 2031”.

Priorities

3.8 **Priority 1: We will keep Bromley safer.** We will take an intelligence-led, partnership approach, working with public sector agencies, local businesses, and communities. Our aim is to improve public safety and reduce crime and enviro-crime. We will do this through the employment of both reactive and proactive enforcement activity, for regulated activities, processes, and premises and the wider environment.

3.9 **Priority 2: We will protect consumers.** We will maintain community safety, trading standards and environmental health services, to protect the residents of Bromley, particularly the vulnerable members of our community. We will ensure there is a fair-trading environment by encouraging

commercial compliance with pricing, measurement, and intellectual property rights, including with lettings and landlords. We will achieve this through effective, responsible, and proportionate enforcement.

3.10 **Priority 3: We will support and regulate businesses.** We will follow the approach detailed in our Enforcement Policy with a risk-based, targeted, flexible, and proportionate approach to regulatory inspection and enforcement. There will be a graduated approach of advice, education, warning, and proportionate enforcement for all but the most serious of issues. This will ensure that our regulators are efficient, effective, and helpful, and avoid imposing unnecessary burdens on those businesses being brought into compliance.

3.11 **Priority 4: We will protect and improve the environment through custodianship and effective and responsible enforcement.** We have developed environmental strategies to improve local air quality and address land contamination. Progress is monitored and the documents are regularly updated. We will respond to residents' concerns about their locality, we will provide compliance advice and take proportionate regulatory enforcement. We will manage parking issues through effective enforcement, to balance the needs of motorists, residents, and businesses. We will make a difference to people's lives by promoting healthier, fairer, and safer environments at home, work, leisure and in the wider environment by having appropriate work instructions, policies, and protocols. We will promote behaviour change and support compliance by working with volunteers, business, partners, and the wider community. We will take appropriate action to ensure the street environment meets local needs. We and our partners will undertake and support enforcement activity, around issues relating to anti-social behaviour, illegal incursion, dog-related nuisance, and drinking and drug abuse in our parks and open spaces.

3.12 **Priority 5: We will provide value for money.** We will focus on service outcomes, using rigorous financial evaluation to establish the impact of service programs and their value to the public. We will proactively review external sources of funding, consider activities that provide income, annually review our fees and charges, benchmark our costs and performance against other local authorities, and, through regular review, ensure we are utilizing efficient operating models.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

4.1 Public Protection and Enforcement services are used by all residents, including vulnerable adults and children. Where vulnerable adults or children may potentially be affected by a proposal or contract, the issues would be covered in that particular report, plan or contract rather than this strategic document.

5. TRANSFORMATION/POLICY IMPLICATIONS

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

- [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)	Public Protection and Enforcement Portfolio Plan 2021/22 Public Protection and Enforcement Portfolio Plan 2022/23 Public Protection and Enforcement Portfolio Plan 2023/24

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6. FINANCIAL IMPLICATIONS

6.1 There are no direct personnel implications.

7. PERSONNEL IMPLICATIONS

7.1 There are no direct personnel implications.

8. LEGAL IMPLICATIONS

8.1 There are no direct legal implications.

9. PROCUREMENT IMPLICATIONS

9.1 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.

9.2 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

10.1 There are no property implications.

11. CARBON REDUCTION/SOCIAL VALUE IMPLICATIONS

11.1 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

12.1 There are no direct impacts.

13. IMPACT ON HEALTH AND WELLBEING

13.1 There are no direct impacts.

14. CUSTOMER IMPACT

14.1 There are no direct customer impacts.

15. WARD COUNCILLOR VIEWS

15.1 There are no direct Ward Councillor views.

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Public Protection and Enforcement

Portfolio Plan for 2024/25

Introduction

Message from Cllr Angela Page

Public Protection and Enforcement Portfolio Holder



Keeping residents safe remains an enduring priority for the Council, with much of this work brought together in our Public Protection and Enforcement Portfolio. Many partners and agencies, including the Police, also have key roles to help protect residents or those visiting or working in our Borough. Our work with the London Fire Brigade and the Police in leading the Safer Bromley Partnership, come together as part of this approach, supporting crime reduction and improving safety.

Often, our responsibilities and related services are outlined and empowered by legislation. It is by using our legislative powers, to advise, inspect and enforce that directly protects residents, including the most vulnerable. In support of the legislative frameworks, we are working with businesses across the borough, giving advice where needed but also checking compliance, including in the important areas of food safety, selling age restricted products and ensuring businesses are properly licensed. Prosecution remains a last resort but we will do this where needed and where we have evidence, including prosecuting flytippers or motorists who undermine the integrity of the Blue Badge concessionary parking scheme.

Environmental protection is important, which includes our work to take legal action if needed where evidence shows there has been breaches of planning control.

As well as outlining the priorities and service targets for the year ahead in our Portfolio plan, I want to thank the many residents and resident groups who also do so much to help protect us all. This includes reporting problems to the appropriate agency but also sharing information and news, which helps us all be aware of current issues, including helping protect the most vulnerable. As part of this, we will continue to share information about the perils of rogue traders and scammers who are ever present, remembering that residents are also consumers, thereby helping protect us all.

Our priorities

This Portfolio Plan is shaped around the delivery of the following priorities:

Priority 1 We will keep Bromley safer

We will take an intelligence-led, partnership approach, working with public sector agencies, local businesses, and communities. Our aims are to improve public health and public safety and to reduce crime and enviro-crime. We will do this through the employment of both reactive and proactive enforcement activity for all our regulated activities, processes, premises and act to protect the wider environment.

Priority 2 We will protect consumers

We will maintain community safety, trading standards and environmental health services to protect the residents of Bromley, particularly the most vulnerable members of our community.

We will ensure there is a fair-trading environment by encouraging commercial compliance with pricing, measurement, and intellectual property rights, including working with lettings and landlords. We will achieve this through effective, reasonable, and proportionate enforcement.

Priority 3 We will support and regulate businesses

We will follow the approach detailed in our Enforcement Policy with a risk-based, targeted, flexible, and proportionate approach to regulatory inspection and enforcement that is rooted in the public interest.

There will be a graduated approach of advice and education, followed by a warning, and, enforcement action, for all but the most serious of issues. This ensures that our regulators are efficient, effective, and helpful, and avoid imposing unnecessary burdens on businesses being brought into compliance.

Priority 4 We will protect and improve the environment through custodianship and effective and responsible enforcement

We have developed environmental strategies to improve local air quality and address contaminated land. Progress on their delivery is monitored, and the strategic documents are regularly reviewed and updated.

We will respond to residents' concerns about their locality, we will provide compliance advice and take proportionate regulatory enforcement where necessary.

We will manage parking issues through effective enforcement, to balance the needs of motorists, residents, and businesses.

We will make a positive difference to people's lives by promoting healthier, fairer, and safer environments at home, work, leisure and in the wider environment by having appropriate work instructions, policies, and protocols.

We will promote behaviour change and support compliance by collaborating with volunteers, business, partners, and the wider community.

We will take appropriate action to ensure the street environment meets local needs.

We and our partners undertake and support enforcement activity around issues relating to anti-social behavior, illegal incursions, dog-related nuisance, and nuisance drinking and drug abuse in our parks and open spaces.

Priority 5 **We will provide value for money**

We will focus on service outcomes, using rigorous financial evaluation to establish the impact of service programs and their value to the public.

We will proactively review the availability of external sources of funding and consider service changes and workstreams to generate income.

We will annually review our fees and charges, benchmark our costs and performance against other local authorities, and regularly review our operating models to ensure that they are as efficient as possible.

All 5 priorities will be delivered in accordance with a commitment to improve customer service. We will ensure our decision making is transparent and supported by sound governance and will ensure high quality contract monitoring and strong internal performance management.

Priority 1 We will keep Bromley safer

Our ambitions:

The priority aligns to the following *Making Bromley Even Better* ambitions:

- 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
- Priority 2 – For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence, and making choices
- Priority 3 – For people to make their homes in Bromley and for business, enterprise, and the 3rd sector to prosper
- Priority 4 – For residents to live responsibly and prosper in a safe, clean, and green environment great for today and a sustainable future.

Strategic links:

This priority has links with the following strategic plans and local policies:

- Making Bromley Even Better
- Bromley Child Sexual Exploitation Strategy
- Bromley Safeguarding Children Partnership Policies
- Bromley Safeguarding Adults Board Strategy
- Children’s and Young People’s Plan
- Domestic Abuse Strategy
- Homelessness Strategy
- Local Violence & Vulnerability Plan (previously the Violence Reduction Action Plan)
- Police and Crime Plan
- Public Protection Enforcement Policy
- Private Rented Sector Housing Enforcement Policy
- Safer Bromley Partnership Community Safety Strategy
- Youth Justice Strategy
- Early Help Strategy – Our vision for 2030

What are we going to do?

ACTION	DETAIL	MEASURES OF SUCCESS	TARGET DATE	LEAD OFFICERS
Planned interventions in areas noted for enviro-crime and anti-social behaviour (ASB)	Address enviro-crime and anti-social behaviour through the delivery of targeted, intelligence-led operations with partners	1. Deliver 12 Community Impact Days	31 st March 2025	Head of Safer Communities
Develop and deliver the Safer Bromley	Deliver the agreed aims, objectives, and actions	2. Hold quarterly Safer Bromley Partnership Board meetings to ensure	31 st March 2025	SBP Co-Chairs & Vice Chair;

<p>Partnership's Community Safety Strategy April 2024- March 2027</p>	<p>of the Community Safety Strategy</p> <p>See published document on www.bromley.gov.uk</p>	<p>continuous improvement and achievement of the agreed delivery plan.</p> <ol style="list-style-type: none"> 3. All relevant partners will provide quarterly updates to the Safer Bromley Partnership Board on their part of the delivery plan. 4. The Public Protection & Enforcement Policy Decision & Scrutiny Committee (in their role as Crime and Disorder Committee) will scrutinise the delivery activity of the Safer Bromley Partnership 		<p>LBB Assistant Director of Public Protection MET Superintendent – Neighbourhoods LFT Borough Commander</p>
<p>Maintain a strategic lead officer for serious violence</p>	<p>Maintain a strategic lead officer to address serious violence (SV) through the production, delivery and regular review of the Violence and Vulnerability Action Plan and the Serious Violence Duty.</p>	<ol style="list-style-type: none"> 5. Maintain, review, and manage the governance of, partner reporting on, and the delivery of the Local Violence and Vulnerability Action Plan 6. Attend Ensure the Serious Violence Duty is embedded in the Community Safety Strategy 	<p>Quarterly</p> <p>31st March 2025</p>	<p>Head of Safer Communities</p>
<p>Fulfil the council's duties under the Civil Contingencies Act 2004</p>	<p>Prepare, exercise, test and update our Civil Contingencies arrangements, and ensure that, whilst responding to an incident and/or business interruption, our core essential public services continue to be delivered.</p> <p>To work in partnership to strengthen our resilience and ensure Bromley is prepared to</p>	<ol style="list-style-type: none"> 7. Deliver the emergency planning training programme 8. Take part in regular exercises for potential civil contingencies 9. Deliver appropriate responses to civil incidents 10. Take part in exercises and testing of emergency planning arrangements 11. Continue to develop resilience Standards for London 12. Development and annual review of Divisional and Corporate Business Continuity Plans 	<p>31st March 2025</p>	<p>Emergency Planning and Corporate Resilience Lead</p>

	respond and recover from emergencies professionally and effectively.	13. Ensure multi-agency working arrangements and collaboration for civil contingencies		
Use CCTV to monitor for the purposes of public safety, crime prevention, and crime detection.	Keep residents safe through appropriate and proportionate use of CCTV in the public realm.	14. Hold monthly CCTV contract meetings with the monitoring and maintenance providers to assess progress against the contract KPIs 15. Provide requested CCTV evidence packages 16. Review the Borough's CCTV provision annually	31 st March 2025	Head of Safer Communities
Protect the elderly and vulnerable from financial abuse due to doorstep crime, and fraud/scams	Provide a rapid response service to all victims of doorstep crime and fraud/scams	17. Respond to rapid response interventions within 2 hours	31 st March 2025	Trading Standards Manager
Protect the Borough's most vulnerable residents from rogue traders	Act against rogue traders through early intervention, enforcement, and by working with a range of partners	18. Deliver awareness raising or training events to vulnerable groups and partners 19. Develop and disseminate TS Alerts on relevant emerging Trading Standards topics, including doorstep crime and scams	31 st March 2025	Trading Standards Manager
Keep our young people safe and contribute to public health and wellbeing	Address the sale of age-restricted products, (e.g., alcohol, vapes, tobacco, etc.) through test purchase operations	20. Undertake a programme of 'Challenge 25' compliance checks and complete an underage test purchase at premises that fail the Challenge 25 checks 21. Take robust enforcement action against businesses that sell age-restricted products to children and young people who do not meet the age requirement/s set in law.	31 st March 2025	Trading Standards Manager
Regulate and improve residential conditions in HMOs	Validate and issue licences for Houses in Multiple Occupation (HMO)	22. Inspect validated HMO license application premises within 28 days (KPI-1F) Issue a decision on validated HMO license applications	31 st March 2025	Environmental Protection & Housing Enforcement Manager

Priority 2 We will protect consumers

Our ambitions:

The priority aligns to the following *Making Bromley Even Better* ambitions:

- 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
- Priority 2 – For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence, and making choices
- Priority 3 – For people to make their homes in Bromley and for business, enterprise and the third sector to prosper
- Priority 4 – For residents to live responsibly and prosper in a safe, clean, and green environment great for today and a sustainable future.

Strategic links:

This priority has links with the following strategic plans and local policies:

- Making Bromley Even Better
- Bromley Safeguarding Children Partnership Policies
- Bromley Safeguarding Adults Board Strategy
- Children’s and Young Peoples Plan
- Public Protection Enforcement Policy
- Private Rented Sector Housing Enforcement Policy
- LB Bromley’s amenity standards for Houses in Multiple Occupation
- Safer Bromley Partnership Strategy
- Early Help Strategy – Our vision for 2030

Our actions

ACTION	DETAIL	MEASURES OF SUCCESS	TARGET DATE	LEAD
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<p>Ensure a safe and competitive trading environment for business</p>	<p>Address traders and businesses who put consumers at disadvantage and compliant businesses at a trading disadvantage.</p> <p>Continue the effective use of all available intelligence, highlight emerging issues and target regulatory resources at activities that will have the greatest impact</p>	<p>1. Apply a risk-based, targeted, flexible, and proportionate approach to regulatory enforcement using the Public Protection Enforcement Policy.</p>	<p>31st March 2025</p>	<p>Trading Standards Manager Food Safety Manager Licencing, Health & Safety, Statutory Nuisance & ASB Manager Environmental Protection & Housing Enforcement Manager</p>
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Priority 3 We will support and regulate businesses

Our Ambitions:

The priority aligns to the following *Making Bromley Even Better* ambitions:

Strategic links:

This priority has links with the following strategic plans:

- Making Bromley Even Better
- Food Hygiene & Safety Plan

- 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
- Priority 2 – For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence, and making choices
- Priority 3 – For people to make their homes in Bromley and for business, enterprise and the third sector to prosper.
- Priority 4 – For residents to live responsibly and prosper in a safe, clean, and green environment great for today and a sustainable future.

- Public Protection Enforcement Policy
- Bromley Health & Wellbeing Strategy
- LB Bromley Licensing Policy
- LB Bromley Gambling Policy

ACTION	DETAIL	MEASURES OF SUCCESS	TARGET DATE	LEAD
Ensure a minimum standard of hygiene in food businesses to reduce the occurrence of ill health through food borne disease	<p>Deliver the FSA and Member approved Food Plan</p> <p>Ensure Food Safety is delivered in accordance with the Food Law Code of Practice</p> <p>Undertake intelligence-led food sampling, participating in regional sampling programmes and when responding to food incidents</p>	<ol style="list-style-type: none"> 1. Deliver the FSA and Member approved Food Plan 2. Respond to relevant food alerts from the FSA 3. Participate in food sampling programmes in accordance with LB Bromley's food sampling priorities 4. Respond to serious food incidents and premises presenting an imminent risk to the public's health 	31 st March 2025	Food Safety Manager
Investigation of outbreaks and food related infectious disease	Work with specialist colleagues from the UK Health Security Agency (was PHE) South London Health Protection Team in investigating and managing infectious disease outbreaks & infected individuals	<ol style="list-style-type: none"> 5. Respond to Infectious Disease Notifications in accordance with the agreed multi-agency protocol 	31 st March 2025	Food Safety Manager
Regulate food and licensed premises, ensuring the legal and licensing objectives are complied with	<p>Investigate and take appropriate action concerning complaints about food safety, licensing or health & safety issues – to protect the health and welfare of the public.</p> <p>Through education and enforcement, ensure that food intended for human consumption produced and/or sold in Bromley is hygienic, safe and complies with all relevant food law requirements</p>	<ol style="list-style-type: none"> 6. Respond to complaints/enquiries about food and food premises within 5 working days 7. Respond to all complaints/enquiries raised against licensed premises within 5 working days 8. Respond to all complaints/enquiries pertaining to health and safety at work, which are within the Local Authority's remit, within 5 working days 9. Deliver food hygiene rating inspections in accordance with the commitments made in the Food Plan 	31 st March 2025	<p>Food Safety Manager</p> <p>Licensing, Health & Safety, Statutory Nuisance & ASB Manager</p>

ACTION	DETAIL	MEASURES OF SUCCESS	TARGET DATE	LEAD
		<ul style="list-style-type: none"> 10. Undertake food hygiene inspections of high-risk (Categories A&B) food businesses within each quarter 11. Undertake food hygiene inspections of unrated food businesses within each quarter 12. Undertake annual overdue food hygiene inspections for the business year in each quarter 		

Priority 4 We will protect and improve the environment through custodianship and effective enforcement

Our ambitions:

The priority aligns to the following *Making Bromley Even Better* ambitions:

- 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
- Priority 2 – For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence, and making choices
- Priority 3 – For people to make their homes in Bromley and for business, enterprise and the third sector to prosper
- Priority 4 – For residents to live responsibly and prosper, in a safe, clean, and green environment great for today and a sustainable future

Strategic links:

This priority has links with the following strategic plans and local polices:

- Making Bromley Even Better
- Air Quality Action Plan
- Contaminated Land Strategy
- Net Zero Carbon Strategy
- Public Protection Enforcement Policy
- Private Rented Sector Housing Enforcement Policy
- Revised Amenity Standards for HMOs
- Statement of Gambling Policy
- Statement of Licensing Policy
- Planning Services Enforcement Policy

ACTION	DETAIL	MEASURES OF SUCCESS	TARGET DATE	LEAD
Monitor the effectiveness of environmental controls at Biggin Hill Airport	Monitor complaints of environmental issues relating to aviation including any infringement of the adopted Biggin Hill Airport Noise Action Plan	<ol style="list-style-type: none"> 1. Review and note the actions of the Safety and Noise Airport Review Board (SANARB) regarding the sanctions put in place for those who have failed to abide by the airport's published noise control procedures 2. Keep the airport's responses to complaints regarding environmental issues under review. 3. Attend the Airport Consultative Committee 	31 st March 2025	Environmental Protection & Housing Enforcement Manager
Monitor construction and development and investigate reported breaches of planning control	Ensure breaches of planning control are investigated and, where necessary, remedied through appropriate enforcement in accordance with the Council's Planning Enforcement Policy.	<ol style="list-style-type: none"> 4. Investigation of reported breach of planning controls completed (100%) 	31 st March 2025	Development Control Manager
Investigate and enforce complaints of enviro-crime in accordance with the regulatory framework	Keep the borough's streets clean and green and reduce litter, dog fouling and fly-tipping, through a programme of contracted work, education, and enforcement activity	<ol style="list-style-type: none"> 5. Present annual Enviro-crime report to PDS 	31 st March 2025	Environmental Investigation Manager
Control parking in the borough for the benefit of all residents	<p>Continue to deliver parking enforcement services through APCOA, the Council's contracted service provider.</p> <p>Parking Enforcement officers monitor the use of blue badges. The team prosecute cases of misuse of a blue badge once this has been witnessed by a Civil Enforcement Officer. Although it's not an essential requirement when prosecuting, a disabled</p>	<ol style="list-style-type: none"> 6. Parking Appeals against no of PCNs issued heard by adjudicators (No.) 7. Parking ETA cases won by LBB (% of cases heard) <p>Planning Services Enforcement Policy</p>	31 st March 2025	<p>Head of Service Shared Parking Services.</p> <p>Assistant Director of Traffic and Parking.</p>

	badge can be confiscated at the time of the abuse.			
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Priority 5 We will provide value for money

Our ambitions:

The priority aligns to the following *Making Bromley Even Better* ambitions:

- Priority 5 – To manage our resources well, providing value for money, and efficient and effective services for Bromley’s resident

Strategic links:

This priority has links with the following strategic plans and local polices:

- Making Bromley Even Better
- LBB Budget
- Environment Department Budget
- Public Protection Budget
- Public Protection Fees & Charges

Our actions

ACTION	DETAIL	MEASURES OF SUCCESS	TARGET DATE	LEAD
Ensure fees and charges are fair and representative of their cost	Benchmark and review all fees and charges annually	1. All fees and charges reviewed annually	31 st March 2025	All Assistant Directors
Maximise external funding into the Department	Positively look for and apply for external grant funding to support the delivery of projects and discrete workstreams	2. Applications/bids will be made to relevant and suitable grants available	31 st March 2025	All Assistant Directors
Maximise service value	Positively explore partnership and joint working arrangements to add value to service delivery	3. Devise and adopt memorandums of understanding, joint working protocol and partnership arrangements that add value to both established and any new service areas	31 st March 2025	All Assistant Directors

Key Performance Indicators

Key Performance Indicator Number	Performance Indicators	24/25 Target
Priority 1	We will keep Bromley safer	
1A	% Of evidence packs requested from CCTV team successfully provided	95%
1B	% Of rapid response interventions responded to within 2 hours	100%
1C	To disseminate 25 Alerts on emerging topics including doorstep crimes and scams	x25
1D	% of premises that have failed a Challenge 25 check that have had a subsequent under-age (UA) test purchase completed	100%
1E	% Of validated HMO license applications where a decision has been made per quarter.	100%
Priority 2	We will protect consumers	
2A	Number of awareness raising & training events to vulnerable groups & their partners	x50
Priority 3	We will support and regulate businesses	
3A	% Of high-risk (Categories A&B) food hygiene inspections due each quarter that were completed	95%

Report No.
FSD24041

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **PUBLIC PROTECTION & ENFORCEMENT PORTFOLIO HOLDER**
For Pre-Decision Scrutiny by Public Protection & Enforcement Policy Development and Scrutiny Committee on:

Date: **Thursday 20th June 2024**

Decision Type: Non-Urgent Executive Non-Key

Title: **FINAL OUTTURN REPORT 2023/24**

Contact Officers: Murad Khan, Head of Finance (Environment, PPE & Corporate Services)
Tel: 020 8313 4015 E-mail: Murad.Khan@bromley.gov.uk

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

Ward: All Wards

1. Reason for report

1.1 This report provides details of the final outturn position for 2023/24 for the PP&E Portfolio.

2. **RECOMMENDATION(S)**

2.1 **The Public Protection & Enforcement Portfolio Holder is requested to:**

- i) **Endorse the 2023/24 final outturn position for the Public Protection & Enforcement Portfolio.**

Impact on Vulnerable Adults and Children

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

Corporate Policy

1. Policy Status: Sound financial management
 2. MBEB Priority: 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: PPE Portfolio Budgets
 4. Total current budget for this head: £4.28m
 5. Source of funding: Existing revenue budget 2023/24
-

Personnel

1. Number of staff (current and additional): 47.3 Full time equivalent
 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 Accounts and Audit Regulations 1996; the Local Government Act 2000 and the Local Government Act 2002
 2. Call-in: Applicable
-

Procurement

1. Summary of Procurement Implications: Not Applicable
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 This report provides the final outturn position for the Public Protection & Enforcement Portfolio for 2023/24, which is broken-down in detail in Appendix 1, along with explanatory notes.
- 3.2 The final outturn for the “controllable” element of the Public Protection & Enforcement budget in 2023/24 is a net underspend of £153k compared to the last reported figure of a net breakeven position which was based on activity at the end of December 2023.

Carry Forward Requests

- 3.3 On the 22nd of May 2024, the Executive will have agreed several carry forward requests relating to either unspent grant income, or delays in expenditure where cost pressures will follow through into 2024/25.
- 3.4 Appendix 2 provides a detailed breakdown of all the carry forward requests for the Public Protection & Enforcement Portfolio. Future reports to the Portfolio Holder will be required to approve their release from the 2024/25 Central Contingency.

4. CHIEF OFFICER COMMENTS

- 4.1 Public Protection maintained a stable position throughout 2023-24, with no significant budget pressures to report.
- 4.2 A key challenge has been overcoming the national shortage of professional officers with the skills required within Public Protection. Agency has been used to backfill with limited success as there is also a shortage of competent temporary staff. To mitigate alternative, commissioned service provision is being piloted within Environmental Protection and Food Safety.

5. POLICY IMPLICATIONS

- 5.1 To meet the ambitions for residents, the Council must use available resources deploy its workforce wisely. This is reflected in the “Making Bromley Even Better” ambition of Service Efficiency - ‘To manage our resources well, providing value for money, and efficient and effective services for Bromley’s residents.’
- 5.2 The “2023/24 Council Tax” report highlighted the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised to minimise the risk of compounding financial pressures in future years.
- 5.3 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council’s budgetary control and monitoring arrangements.

6. FINANCIAL IMPLICATIONS

- 6.1 A detailed breakdown of the projected outturn by service area is shown in Appendix 1A with explanatory notes in Appendix 1B.
- 6.2 Overall the provisional outturn position for 2023/24 is an underspend of £153k.
- 6.3 Costs attributable to individual services have been classified as “controllable” and “non-controllable” in Appendix 1A. Budget holders have full responsibility for those budgets classified as “controllable” as any variations relate to those factors over which the budget holder has, in general, direct control. “Non-controllable” budgets are those which are managed outside of individual budget holder’s service and, as such, cannot be directly influenced by the

budget holder in the shorter term. These include, for example, building maintenance costs and property rents which are managed by the Property Division but are allocated within individual departmental/portfolio budgets to reflect the full cost of the service.

Non-Applicable Sections:	Legal, Personnel and Procurement Implications
Background Documents: (Access via Contact Officer)	2023/24 Budget Monitoring files in ECS and ECHS Finance Section

Public Protection & Enforcement Budget Monitoring Summary

2022/23 Actuals £'000	Service Areas	2023/24 Original Budget £'000	2023/24 Latest Approved £'000	2023/24 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	Public Protection							
483	Community Safety	540	585	596	11	1	0	0
152	Emergency Planning	157	157	157	0		0	0
823	Mortuary & Coroners Service	939	939	939	0		0	0
1,251	Public Protection	1,592	1,676	1,512	Cr 164	2	0	0
2,709	TOTAL CONTROLLABLE	3,228	3,357	3,204	Cr 153		0	0
3	TOTAL NON CONTROLLABLE	12	2	2	0		0	0
950	TOTAL EXCLUDED RECHARGES	816	924	924	0		0	0
3,662	PORTFOLIO TOTAL	4,056	4,283	4,130	Cr 153		0	0

Reconciliation of Latest Approved Budget

£'000

Original Budget 2023/24

4,056

Out of Hours Noise Service in Community Safe 50

Carry Forward Requests approved from 2022/23

POCA confiscation orders from the courts 61

POCA confiscation orders from the courts Cr 61

HMO income 78

Other

Environmental Protection-DEFRA grant

- expenditure 12

- income Cr 12

Licensing-Home Office grant

- expenditure 10

- income Cr 10

Food Standards- DEFRA Grant

- expenditure 4

- income Cr 4

Memorandum Items:

Insurance Cr 9

Excluded Recharges 108

Latest Approved Budget for 2023/24

4,283

REASONS FOR VARIATIONS

1. Community safety Dr £12k

The overspend in Community Safety is due to the need to use more expensive agency staff to cover vacant posts. Two posts have now been filled and a third is advertised to mitigate the risk of an overspend in 2024/25

2. Public Protection Cr £164k

The underspend in Public Protection is due to the overachievement of income from Houses with Multiple Occupancy licenses.

The service will submit a number of carry forward requests for the POCA confiscation orders funding from the court, as well implementation funding for various new burdens. The total value of the carry forward requests is £87k.

Waiver of Financial Regulations:

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

Virements Approved to date under Director's Delegated Powers

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

PUBLIC PROTECTION & ENFORCEMENT PORTFOLIO C/F REQUESTS

Other Carry Forward Requests

1. POCA confiscation orders from the courts £60,737

The amount allocated to Public Protection & Enforcement has not been spent in 2023-2024. This consists of two confiscation orders that will be used to finance Trading Standards project work in 2024-2025, as this is restricted funding.

2. PPE Funding for New Regulatory Burdens for Implementation £26,000

Income received to implement new regulatory burdens for pavement licensing, Food Allergen labelling and Environmental Protection under EPA 90 for Smoke Control. The income was received at the end of the financial year; therefore, the service was unable to plan for spend in year. The service intends to carry this income forward in order to implement the changes in the coming year.

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Report No.
ES20393

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: PUBLIC PROTECTION & ENFORCEMENT PDS COMMITTEE

Date: Thursday 20th June 2024

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

Title: PP&E 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 report

- 1.1 This report presents an extract from May 2024'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 22nd April 2024 and presented to ER&C PDS on 20th May 2024.
- 1.2 A simple Part 1 report is provided every quarter as an Information item, accompanied by a Part 2 report to provide additional commentary only where a contract has been RAG rated as Red by the Corporate Procurement Team. A full report is provided twice a year (May and November) including a detailed Part 2 report which includes a commentary and RAG rating on each relevant contract to inform Members of any issues or developments. This report, and the accompanying Part 2, is a full report.
- 1.3 The Contracts Register contained in 'Part 2' of this agenda includes a commentary on each contract to inform Members of any issues or developments. A covering report will also be included where additional commentary is required.

2. **RECOMMENDATIONS**

That the Public Protection and Enforcement PDS Committee:

- 2.1 Reviews and comments on the Contracts Register as at 22nd April 2024.
- 2.2 Note that in Part 2 of this agenda the Contracts Register contains additional, potentially commercially sensitive, information in its commentary.

Impact on Vulnerable Adults and Children

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

Corporate Policy

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

Financial

1. Cost of proposal: - N/A
 2. Ongoing costs: - N/A
 3. Budget head/performance centre: Public Protection and Enforcement Portfolio
 4. Total current budget for this head: £4.2m
 5. Source of funding: Existing controllable revenue budget 2023/24
-

Personnel

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

Legal

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

Procurement

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

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Contracts Register Background

- 3.1 The Contracts Database is fully utilised by all Contract Managers across the Council as part of their Contract Management responsibilities, which includes the updating the information recorded on the database. The Register is generated from the Contracts Database which is administered by Corporate Procurement and populated by the relevant service managers (Contract Owners) and approved by their managers (Contract Approvers).
- 3.2 As a Commissioning Council, this information is vital to facilitate a full understanding of the Council's procurement activity and the Contracts Registers is a key tool used by Contract Managers as part of their daily contract responsibilities. The Contract Registers are reviewed by the Procurement Board, Chief Officers and the Corporate Leadership Team.
- 3.3 The Contracts Register is produced four times a year ((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 timelag 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 254 active contracts across all Portfolios as of 22nd April 2024 for the May 2024 reporting cycle as set out in Appendix 1.
- 3.6 The summary for the Public Protection and Enforcement Portfolio is as follows:

Public Protection and Enforcement.

Item	Category	September 2023	November 2023	February 2024	May 2024
Total Contracts	£50k+	9	9	9	9
Concern Flag	Concern Flag	0	0	0	0
Risk Index	Higher Risk	2	2	2	2
	Lower Risk	7	7	7	7
Procurement Status for Contracts approaching end date	Red	0	N/A	N/A	0
	Amber	0	N/A	N/A	0
	Green	3	N/A	N/A	4
	Neutral	6	N/A	N/A	5

4. IMPACT ON VULNERABLE ADULTS & CHILDREN

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

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

5. POLICY IMPLICATIONS

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

6. PROCUREMENT IMPLICATIONS

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

7. FINANCIAL IMPLICATIONS

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

8. PERSONNEL IMPLICATIONS

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

9. LEGAL IMPLICATIONS

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

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

Appendix 1 Key Data (All Portfolios)

Item	Category	September 2023	November 2023	February 2024	May 2024
Contracts (>£50k TCV)	All Portfolios	235	246	238	254
Flagged as a concern	All Portfolios	2	0	1	6
Portfolio	Executive, Resources and Contracts	76	77	73	80
	Adult Care and Health	48	51	51	51
	Environment and Community Services	23	23	20	20
	Children, Education and Families	39	40	43	43
	Renewal and Recreation and Housing	40	46	42	51
	Public Protection and Enforcement	9	9	9	9
Risk Index	Higher Risk	84	74	69	75
	Lower Risk	151	172	169	179
Procurement Status for Contracts approaching end date	Red	2	N/A	N/A	6
	Amber	14	N/A	N/A	16
	Green	73	N/A	N/A	73
	Neutral	146	N/A	N/A	159

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)	For all contracts automatically ranked by the Database as approaching their end date, a manual RAG rating is assigned by the Assistant Director Governance & Contracts to reflect the status of the contract. The RAG ratings are as follows: Red – there are potential issues with the contract or the timescales are tight and it requires close monitoring. Amber – appropriate procurement action is either in progress or should be commencing shortly. Green – appropriate procurement action has been successfully taken or there is still sufficient time to commence and complete a procurement action.
Start & End Dates	Approved contract start date and end date (excluding any extension which has yet to be authorised)
Months duration	Contract term in months
Commentary	Contract Owners provide a comment –where contracts approach their end date. Corporate Procurement may add an additional comment for Members' consideration <i>The Commentary only appears in the 'Part 2' Contracts Register</i>
Capital	Most of the Council's contracts are revenue-funded. Capital-funded contracts are separately identified (and listed at the foot of the Contracts Register) because different reporting / accounting rules apply

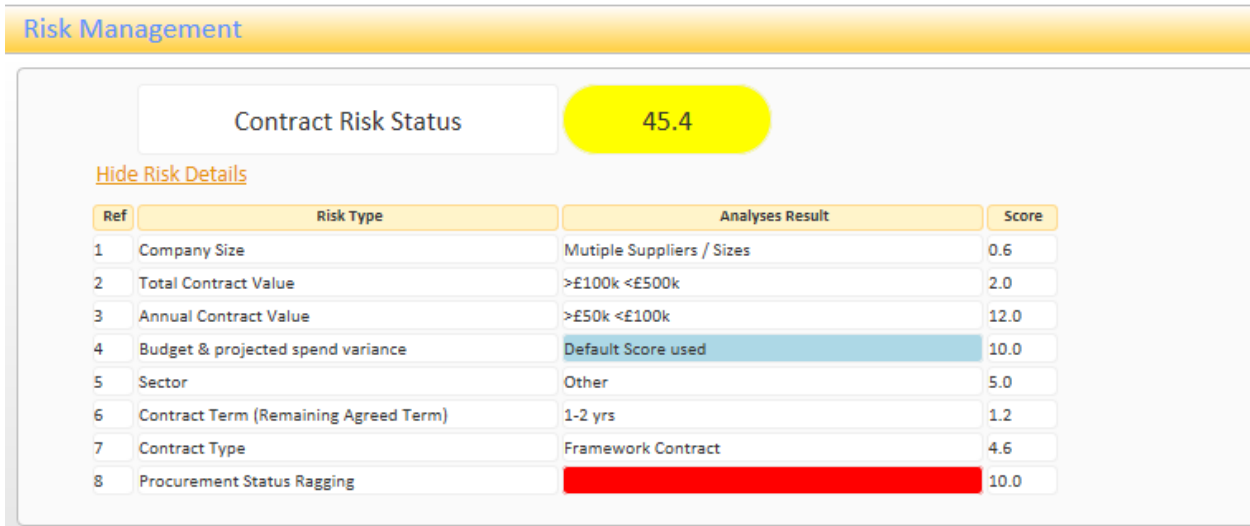
Contract Register Order

1.2 The Contracts Register is ordered by 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.

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

May 2024

Risk Index	Main Contract Data					Finance Data		Proc Status	Contract Terms			Attention	Capital	
	Contract ID	Owner	Approver	Contract Title	Supplier Name	Portfolio	Total Value		Original Annual Value	Start Date	End Date			Months Duration
Lower Risk	4941	Louise Watkinson	Colin Brand	Mortuary Contract	Princess Royal University Hospital Mortuary via Kings College Hospital NHS Foundation Trust (with LB Bexley)	Public Protection and Enforcement	1,011,000	180,000	■	01/10/2019	30/09/2025	72		
Lower Risk	6374	Robert Vale	Colin Brand	Domestic Abuse Services For Victim Survivors	Bromley & Croydon Women's Aid	Public Protection and Enforcement	467,686	233,843	■	01/04/2023	31/03/2025	24		
Lower Risk	6276	Louise Watkinson	Colin Brand	Idox - Public Protection Department	Idox Software Ltd	Public Protection and Enforcement	248,619	138,993	■	01/06/2022	31/05/2025	36		
Lower Risk	6325	Robert Vale	Colin Brand	Domestic Homicide Reviews	Sancus Solutions Ltd	Public Protection and Enforcement	78,325	11,108	■	22/10/2019	21/10/2024	60		
Higher Risk	4859	Robert Vale	Colin Brand	CCTV Monitoring	Enigma CCTV Ltd	Public Protection and Enforcement	2,593,800	288,200		01/04/2019	31/03/2028	108		
Higher Risk	4858	Robert Vale	Colin Brand	CCTV Repair and Maintenance Contract	Tyco Fire & Intergrated Soutlion (UK) Ltd	Public Protection and Enforcement	1,233,369	135,573		01/04/2019	31/03/2028	108		
Lower Risk	3799	Louise Watkinson	Colin Brand	Coroners Service	London Borough of Croydon	Public Protection and Enforcement	448,640	224,320		01/04/1966	31/08/2029	762		
Lower Risk	6320	Sarah Newman	Colin Brand	Stray Dog and Rehoming Service	SDK Environmental Ltd	Public Protection and Enforcement	186,000	62,000		01/02/2023	31/01/2026	36		
Lower Risk	10489	Louise Watkinson	Colin Brand	** Now Live ** Environmental Consultancy Agreement with South Derbyshire District Council.	South Derbyshire District Council	Public Protection and Enforcement	128,000	25,600		01/02/2024	31/01/2029	60		

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Report No.
ES20389

London Borough of Bromley

PART ONE - PUBLIC

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

Date: Thursday 20th June 2024

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

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

2. **RECOMMENDATION(S)**

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

Impact on Vulnerable Adults and Children

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

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: Public Protection and Enforcement Portfolio
 4. Total current budget for this head: £4.2m
 5. Source of funding: Existing controllable revenue budget 2023/24
-

Personnel

1. Number of staff (*current and additional*): 47.3 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? 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 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. Individual risks should naturally be reviewed (by Risk Owners) at a frequency proportionate to the risk presented.
- 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 22nd January 2024.
- 3.8 At the time of writing, the Council has 128 individual risks (111 departmental plus 17, high-level, Corporate Risks (covering key risks which apply to the Council as a whole).
- 3.9 E&PP Department currently has 25 risks (~19.5% of the Council's total). The PP&E Portfolio currently has 16 risks.
- 3.10 The PP&E Risk Register 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).

- 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) current 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 PP&E Risk Register was presented at the March 2024 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 14 (Coroners Service) has a Current Risk Rating of 20, which is red. The increased costs for Coroners Service is due to the additional estimated costs due to additional high risk post mortems resultant of COVID, and further requested changes to the service that fall outside of the memorandum of understanding. The Director of Environment and Public Protection has challenged the appropriateness of the required spend for this service to mitigate the risk.

- **Gross Red Risk Ratings:**

- Risk 15 (Dysfunctionality of the Uniform Information Management System) has a Gross Risk Rating of 20 which is red. A new case management system has been resourced and the onboarding of the system is underway and on course to be fully implemented in September 2024. Hence the current risk rating of 12, which is amber after mitigation.

- **Addition of New Risks:** There have been no additional risks to the register.

- **Removal of Risks:** There have been no risks removed from the register.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

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

5. TRANSFORMATION/POLICY IMPLICATIONS

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.

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

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.

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 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.

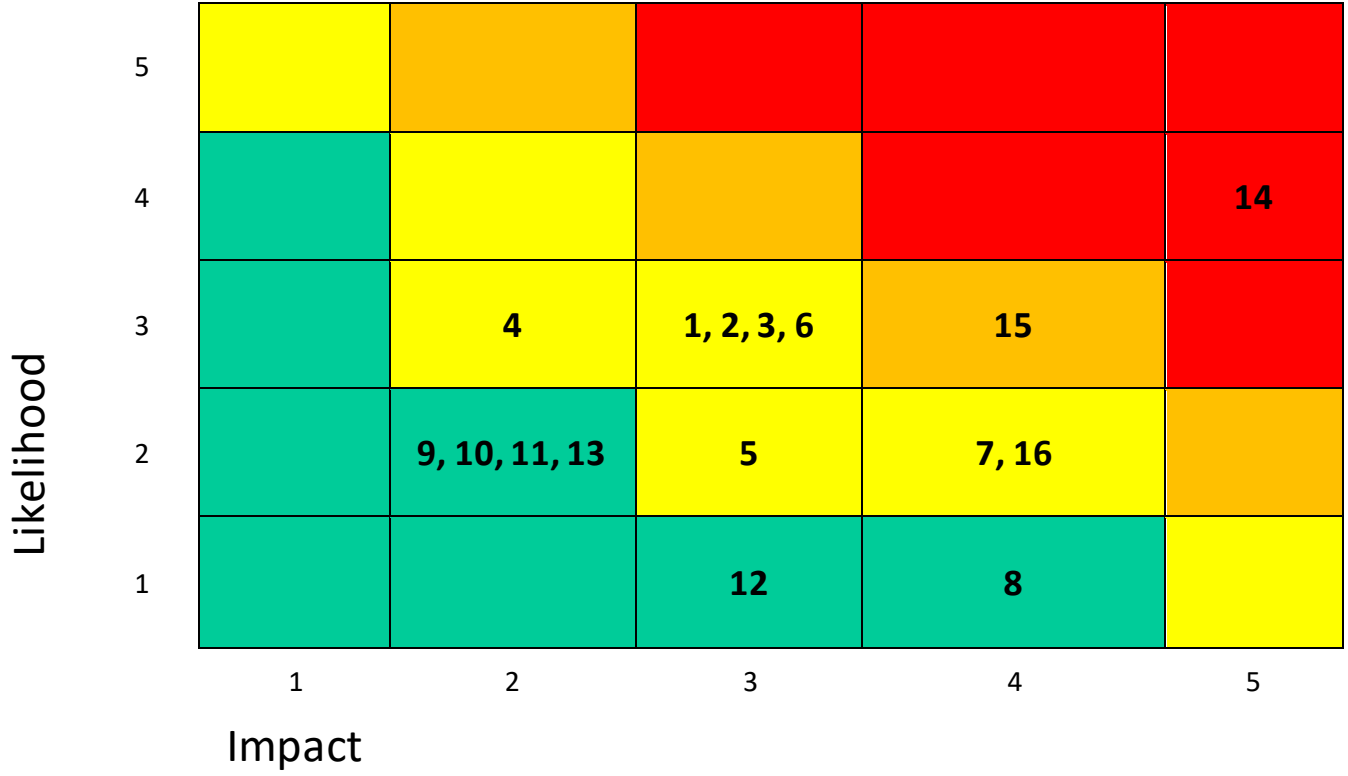
Appendix 1: Heat Map and Risk Matrix

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	14	Income Variation (Highways and Parking)	9	6
5	18	Town Centre Markets	12	6
6	20	Staff Resourcing and Capability	12	9
7	22	Climate Change	12	8
8	29	Out of Hours Noise Service	4	4
9	30	Integrated Offender Management post:	9	4
10	31	Community Impact Day Co-ordinator post:	9	4
11	32	Serious Youth Violence & Gangs Officer post	9	4
12	33	The provision of 24/7 CCTV Monitoring	12	3
13	34	Loss of Income from Licensed Premises Fees	6	4
14	37	Increased Costs for Coroners Service	20	20
15	39	Dysfunctionality of Uniform Information Management System	20	12
16	42	Health & Safety (PP&E)	12	8

Public Protection and Enforcement (PP&E) Risk Register

Current Risk
Rating Heat
Map



Report No.
CSD24076

London Borough of Bromley

PART ONE - PUBLIC

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

Date: 20th June 2024

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

Title: WORK PROGRAMME

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

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

Ward: (All Wards)

1. Reason for report

- 1.1 Members of the Committee are asked to review the Work Programme and make suggestions for any modifications to the Work Programme as may be considered appropriate.
- 1.2 The Committee should note that the Work Programme is fluid and subject to change.
- 1.3 The detailed work programme for the next municipal year will be subject to discussions between the AD for Public Protection, Chairman, Portfolio Holder and relevant officers.

2. **RECOMMENDATION(S)**

(1) That the Committee notes the Work Programme.

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

Impact on Vulnerable Adults and Children

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

Corporate Policy

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

Financial

1. Cost of proposal: No Cost:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £402K
 5. Source of funding: Revenue Budget
-

Personnel

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

Legal

1. Legal Requirement: None:
 2. Call-in: Not Applicable: This report does not involve and Executive Decision
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Forward Programme

- 3.1 The table at **Appendix 1** sets out the Public Protection and Enforcement PDS Committee Forward Work Programme. The Committee is invited to comment on the schedule and to propose any changes it considers appropriate. The Committee is also invited to make suggestions with regard to Member visits.
- 3.2 Other reports may come into the Programme - schemes may be brought forward or there may be references from other Committees, the Portfolio Holder or the Executive.
- 3.3 Consideration may need to be applied to the convening of a meeting to discuss the future development of the Work Programme for 2024/2025 with the Chairman and officers.

Background Documents:	Minutes of the previous meeting. Previous Work Programme Report The Public Protection and Enforcement Portfolio Plan
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PUBLIC PROTECTION AND ENFORCEMENT PDS--- 20th June 2024
Matters Arising
Annual Update from SLAM
Portfolio Holder Update
Public Protection & Enforcement Draft Portfolio Plan
PPE Performance Overview
Final Outturn Report 2023/24
Contracts Register Report
Public Protection Risk Register
Work Programme
PUBLIC PROTECTION AND ENFORCEMENT PDS--- 11th September 2024
Matters Arising
Police Update
Portfolio Holder Update
Update on the Food Safety Plan
AQAP Update Report
Planning Enforcement Update Report
PPE Performance Overview
Budget Monitoring
Contracts Register Report
Public Protection Risk Register
SBP Member Update
Update from Neighbourhood Watch
Work Programme
PUBLIC PROTECTION AND ENFORCEMENT PDS--- 13th November 2024
Matters Arising
Portfolio Holder Update
PP&E Performance Overview
Budget Monitoring
Fly Tipping Action Plan Update
RIPA Update Report
Contracts Register Report
Annual Update from LFB
Public Protection Risk Register
SBP Member Update
Work Programme
PUBLIC PROTECTION AND ENFORCEMENT PDS--- 5th February 2025
Matters Arising
Portfolio Holder Update
Annual Update from London Fire Brigade
PPE Performance Overview
Draft Budget

Bromley & Lewisham Probation Delivery Unit Update
Out of Hours Service Annual Update
Contracts Register Report
Public Protection Risk Register
SBP Member Update
Work Programme
PUBLIC PROTECTION AND ENFORCEMENT PDS---20th March 2025
Matters Arising
Portfolio Holder Update
BYC Annual Update
Business Continuity and Resilience Update
PPE Performance Overview
Budget Monitoring
Contracts Register Report
Public Protection Risk Register
SBP Member Update
Work Programme
POSSIBLE FUTURE PRESENTATIONS and AGENDA ITEMS
Report on LBB's contract with the Coroner.
POSSIBLE FUTURE VISITS
Bethlem Hospital

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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