

**Decision Maker:** Environment PDS Committee

**Date:** 4th October 2011

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

**Title:** FORWARD WORK PROGRAMME, MATTERS ARISING FROM PREVIOUS MEETINGS, AND CONTRACTS REGISTER

**Contact Officer:** Linda Winder, Office Resources Manager  
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**Chief Officer:** Nigel Davies, Director of Environmental Services

**Ward:** Borough wide

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1. Reason for report

1.1 Members are asked to review the Committee's work programme for 2011/12 and to consider:

- progress on decisions from previous meetings of the Committee;
  - the Contracts summary for the Environment Portfolio.
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2. **RECOMMENDATION(S)**

2.1 **That the Committee:**

- Review the draft work programme attached as Appendix 1;**
- Review the progress report related to previous Committee requests as set out in Appendix 2; and**
- Note the Environment Portfolio contracts listed in Appendix 3.**

### Corporate Policy

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

1. Cost of proposal: No cost
  2. Ongoing costs: N/A.
  3. Budget head/performance centre: Environment Portfolio 2011/12 approved budget
  4. Total current budget for this head: £36.3m and £3.994m of LIP funding from TfL.
  5. Source of funding: 2011/12 revenue budget and 2011/12 LIP funding agreed by TfL
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### Staff

1. Number of staff (current and additional): 224 fte
  2. If from existing staff resources, number of staff hours: N/A
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### Legal

1. Legal Requirement: No statutory requirement or Government guidance.
  2. Call-in: Call-in is not applicable.
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### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Whole borough
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### Ward Councillor Views

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

### 3. COMMENTARY

#### 3.1 Forward Programme

- 3.1.1 The table in **Appendix 1** sets out the Environment Forward Programme for the remainder of 2011/12, as far as it is known. The Environment Forward Programme indicates which division is providing the lead author for each report. The Committee is invited to comment on the schedule and propose any changes it considers appropriate.
- 3.1.2 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.

#### 3.2 Previous Requests by the Committee

The regular progress report on decisions previously taken by the Committee is given at **Appendix 2**. This list is rigorously checked after each Committee meeting so that outstanding issues can be addressed at an early stage.

#### 3.3 Contracts Register

Information extracted from the current Contracts register, in a format which addresses the responsibilities of the Environment Portfolio, is attached as **Appendix 3**. Future contracts are marked in *italics*. The Appendix indicates in the final column when the Committee's input to contracts will next be sought. Unless otherwise stated this is the date when contract approval, or approval to an extension, will be sought.

### 4. POLICY IMPLICATIONS

- 4.1 Each PDS Committee is required to prepare a forward work programme.

<b>Non-Applicable Sections:</b>	Financial, Legal and Personnel
Background Documents: (Access via Contact Officer)	Environment PDS agendas and minutes for the years 2006/07 to 2011/12  <a href="http://sharepoint.bromley.gov.uk/default.aspx">http://sharepoint.bromley.gov.uk/default.aspx</a>

## APPENDIX 1

### ENVIRONMENT PDS COMMITTEE FORWARD PROGRAMME FOR MEETINGS 2011/12

<b>Environment PDS – 15 Nov 2011</b>		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	C&SS	PDS Committee
Budget Monitoring 2011/12	Finance	For pre-decision scrutiny
Cleansing Contract – Tender Award Recommendations	SS&G	Environment PDS: 15 Nov 2011 E&R PDS: 8 Nov 2011 Executive: 16 Nov 2011
2011/12 Progress on Environment Portfolio Plan	C&SS	PDS Committee
Structure of Environmental Portfolio Plan 2012/15	C&SS	For pre-decision scrutiny
Street Lighting Maintenance & Improvements Contract – Gateway Review	T&H	Environment PDS: 15 Nov 2011 E&R PDS: 8 Nov 2011 Executive: 16 Nov 2011
Parking ICT Contract	C&SS	For pre-decision scrutiny
The Council's Parking Strategy	T&H	For pre-decision scrutiny
Mill Brook Road (zebra)	T&H	For pre-decision scrutiny
Cator Estate Roads - Offer to Transfer Ownership to Council	T&H	For pre-decision scrutiny
Kent House Station (1 <sup>st</sup> resolution)	T&H	For pre-decision scrutiny
Extension to the Waste Contract (Part 2 report)	SS&G	Environment PDS: 15 Nov 2011 E&R PDS: 8 Nov 2011 Executive: 16 Nov 2011
Winter Service – Review of Policy & Plan	T&H	For pre-decision scrutiny
Annual Highways Maintenance Report & Works Programmes	T&H	For pre-decision scrutiny
Annual Street Lighting Report & Improvements Programmes	T&H	For pre-decision scrutiny
Criteria for Approval of Footway Crossovers	T&H	For pre-decision scrutiny
Siward Road Mini-Roundabout	T&H	For information only
Options for Additional Garden Waste Collection Service	SS&C	For pre-decision scrutiny
Southend Road Safety Scheme	T&H	For pre-decision scrutiny
<b>Environment PDS – 10 Jan 2012</b>		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	C&SS	PDS Committee
Budget Monitoring 2011/12	Finance	For pre-decision scrutiny
Kent House Station (2nd resolution)	T&H	For pre-decision scrutiny
School Travel Plans (then going to CYP PDS on 17th January)	T&H	For pre-decision scrutiny

## APPENDIX 2

### Progress Report on Previous Requests of the Committee

PDS Cttee Minute & Date	Committee Request	Progress
29.11.10	One-off informal meeting for Members to be held as part of the feasibility study on a park and ride scheme	Meeting will be organised once feasibility work has commenced
05.04.11	Keep budget for the community toilet scheme under review	Budget continually under review. Scheme to be reviewed and evaluated in November 2011
16.06.11	Examine the potential for investment in secure cycling parking and storage	This will be undertaken through the cycle parking budget and the 3-year "biking borough" programme.
19.07.11	Identify who owns the waste collected by Veolia	Refuse and recycling passes into the ownership of (and becomes the responsibility of) Veolia as soon as they collect it from the householder, or it is deposited by customers at a civic amenity site.
19.07.11	Review the provision of disabled parking bays in car parks and examine potential time restrictions	The review has now been completed and minor revisions made to the provision of disabled parking bays. Time restrictions are not being recommended, as peak demand for disabled bays coincides closely with peak demand for all bays.

### Appendix 3

#### Contracts Register Summary

<b>Contract</b>	<b>Start</b>	<b>Complete</b>	<b>Extension granted to</b>	<b>Contractor</b>	<b>Total Value £</b>	<b>Annual Value £</b>	<b>Environment PDS</b>
Gully Cleansing	01.08.05	31.07.09	31.07.11	Conways	840,000	210,000	Will be merged with Street Cleaning contract from March 2012
Street Cleaning	29.03.05	28.03.10	28.03.12	Keir	19.6m	4.52m	
<i>Street Cleaning</i>	<i>29.03.12</i>	<i>28.03.17</i>	<i>Possible extension by two years</i>		<i>24.5m</i>	<i>4.9m</i>	<i>Env PDS – 4 Oct 2011 E&amp;R PDS – 12 Oct 2011 Executive - 19 Oct 2011</i>
<i>Parking ICT</i>	<i>1.04.12</i>	<i>31.03.17</i>	<i>n/a</i>		<i>750k est.</i>	<i>150k est.</i>	<i>Env PDS – 19 July 2011 (Gateway) 15 Nov (Contract)</i>
<i>Parking Bailiff Services</i>	<i>1.04.12</i>	<i>31.03.15</i>	<i>n/a</i>		<i>726k est.</i>	<i>242k est.</i>	<i>Env PDS – 4 Oct 2011</i>
Transportation Consultancy	01.04.11	Up to 31.03.17		TfL Framework	1.2m (assumes max. length of 6 years)	200,000	Contract review 17 April 2012
Removal of surface vegetation from Public Rights of Way	01.05.10	30.04.12	Option for one year extension	Holwood GM Ltd	19,850	59,580	
Floral Displays	30.05.11	30.04.12	n/a	Window Flowers & Amethyst	90,000	90,000	Gateway review to consider longer contract period.
Removal of Abandoned Vehicles	01.10.10	30.09.12	Option for a one year extension	Pick a Part	10,600	31,980	
Fleet Hire	05.11.06	04.11.12		London Hire	674,383	112,383	
Bus Route design (Pan-London contract)	01.01.08	01.01.13		Mott Macdonald	1.5m	300,000	
Bus Route design (Pan-London contract)	01.01.08	10.01.13		Buchanan	1.5m	300,000	
Street Lighting Maintenance & Improvements Contract – Gateway 1	01.04.07	31.03.11	31.03.13 Further extension possible to 31.03.15	May Gurney	7.1m	1.8m	<i>Env PDS – 15 Nov 2011</i>

Inspection of Street Works Contract – Gateway 1	01.04.10	01.04.13		B&J	900,000	312,000	<i>Env PDS – 4 October 2011</i>
Ambulance hire	05.11.07	04.11.13		London Hire	2.03m	339,000	
Playground maintenance	01.01.08	31.12.13		Safeplay	369,300	61,550	
Rural Grass cutting	30.5.11	29.05.13	29.05.14	Landmark Services	90,000	30,000	
Depot Security	01.04.10	31.03.15	N/A	Sight and Sound	126,000	126,000	
Waste Disposal	24.02.02	23.02.16	N/A	Veolia		9.19m	
Waste Collection	01.11.01	23.02.16	N/A	Veolia	37.3m	6.21m	
Parking	01.10.06	30.09.11	30.09.16	Vinci Park	10.79m	2.16m	
Maintenance & repair of vehicles	01.04.10	31.03.17	Option for 2 year extension	KCC	940,000		
Highway Maintenance – Minor & Reactive	01.07.10	30.06.17	Option for one year extension	O'Rourke	17m	2.4m	
Highway Maintenance – Major	01.10.10	30.09.17	Option for one year extension	FM Conway	26m	3.7m	
Arboriculture	18.07.08	17.07.17		Gristwood and Toms	5.12m	568,860	
Grounds Maintenance	01.01.08	31.12.17		English Landscapes	26.1m	2.75m	
Landfill Site Monitoring	28.07.10	27.07.17	Option for 2 year extension	Enital	952,000	136,000	
Parks Security	01.04.10	31.03.20		Ward Security	4.2m	420,000	