



THE LONDON BOROUGH

**Policy Development & Scrutiny
Annual Report 2011/12**

**For submission to Full Council
on 25th June 2012**

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1. Foreword by the Chairman of the Executive and Resources Policy Development and Scrutiny Committee

- 1.1 On behalf of all my colleagues who are engaged in Policy Development and Scrutiny Committees in the London Borough of Bromley, I have pleasure in presenting our Annual Report 2011/12, which summarises the work that has been carried out by the Committees during the Council year.
- 1.2 We have conducted the most challenging budget process undertaken by the Council in recent times. It was carried out against the backdrop of a reducing local government settlement as part of the Government's plans to reduce the structural deficit of the UK economy.
- 1.3 The Council will need to emerge as a different organization in the medium term. We face having fewer resources, leading to fewer buildings and staff. This has required the streamlining of the organization, the retention of skilled staff, coupled with the ongoing drive to optimize the use of assets, delivering value for money and safeguarding essential services.
- 1.4 We face significant changes in the future such as the Local Government Finance Review, the Localism Act, welfare reforms, and changes in education, health and social care. We can expect increasing and unprecedented financial volatility, uncertainty and risk in the financial markets, which will present a challenge to the Council to deliver a balanced budget over the coming years. This Committee has therefore decided to set up a working group to study how these changes will affect the Council and Bromley Borough in general and how we can benefit from them.
- 1.5 The role of the PDS Committees has become more critical than ever for contributing to the shape and changes required of the organization to ensure we deliver the best possible services to the residents of Bromley whilst retaining one of the lowest Council Tax levels.
- 1.6 All PDS Committees deserve praise for having grasped the challenges presented to them by the changed economic circumstances. I would like to thank all committee members and the Council's officers for their dedication, diligence and hard work for ensuring that Bromley Council can continue to provide the essential services, which are so important to our community

**Cllr. Eric Bosshard, Chairman,
Executive and Resources PDS Committee**

2. Policy Development and Scrutiny Chairmen 2011/12



Cllr Eric Bosshard
Executive & Resources



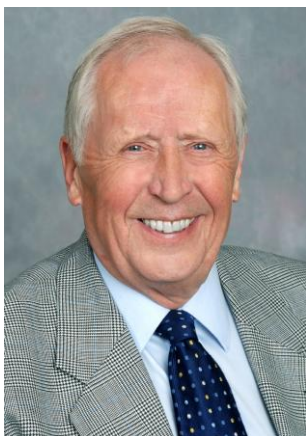
Cllr Judi Ellis
Adult and Community



Cllr Stephen Wells
Children & Young People



Cllr William Huntington-Thresher
Environment



Cllr Douglas Auld
Public Protection and Safety



Cllr Sarah Phillips
Renewal & Recreation

3. Policy Development and Scrutiny in Bromley

- 3.1 Six Policy Development and Scrutiny (PDS) Committees at Bromley discharge the overview and scrutiny functions conferred by sections 21 and 32 of the Local Government Act 2000. The Executive and Resources PDS Committee has an over-arching, co-ordinating role on behalf of the other five PDS Committees and is required by the Council's Constitution to present Full Council with an Annual Report "on the Policy Development and Scrutiny functions and PDS budget, and amended working methods if appropriate" (Article 6, Section 6.03 (d) of the Constitution).
- 3.2 The PDS Committees mirror the Council's executive portfolios:
- Executive and Resources
(covering both the Resources Portfolio and the Executive)
 - Adult and Community
 - Children and Young People
 - Environment
 - Public Protection and Safety
 - Renewal and Recreation
- 3.3 Although they have no decision-making powers, PDS Committees have key roles in contributing to policy development and scrutinising the decisions of the Executive and individual Portfolio Holders.

Policy Reviews

- 3.4 PDS Committees advise Portfolio Holders, the Executive and full Council on policies, budget and service delivery. PDS Committees can commission groups of Councillors to review an issue or policy so assisting a Portfolio Holder or the Executive to improve a service or function affecting local people. This can be linked to a forthcoming decision by a Portfolio Holder or the Executive or to assist in formulating fresh, new policy. In each case detailed, evidence-based assessments are carried out and recommendations made in a report. In the process, Councillors can speak to a broad range of people to help gather information for their evidence-based reports.

One-Off Reviews

- 3.5 In addition to in-depth policy reviews, PDS Committees can also review a topical issue at Committee with comments and recommendations referred on to the Portfolio Holder. These reviews are often based around a presentation or an evidence-giving session with expert witnesses.

Performance and Budget Monitoring

- 3.6 PDS Committees monitor the performance of services and functions within their remit, assessing performance against key performance indicators and policy objectives. Concerns are reported to a Portfolio Holder who can then, if necessary, be called to a PDS Committee meeting to account for the performance of his or her Portfolio.

- 3.7 PDS Committees are also involved in the budget setting process and provide considered comment and recommendations for the Executive to take account of when formulating the Council's annual budget. Similarly, PDS Committees also monitor in-year spend of budgets and raise concerns where there is any possibility of overspend or other issues affecting spending priorities.

Call-in

- 3.8 The call-in process is a key means by which PDS Committees can hold the Executive to account. Any five Councillors can call in a decision and prevent it from taking immediate effect until it has been considered by a PDS Committee. The Committee can then interview the Portfolio Holder and officers and consider whether the decision was appropriate, within the Council's policy framework and whether it should be reconsidered. If the Committee feels that the decision should be reversed or altered, it can make a recommendation to the Executive, which then has to reconsider the matter.
- 3.9 One call-in was made during 2011/12. This concerned a decision by the Portfolio Holder for Children and Young People not to support a bid for Seed Challenge Funding from Alexandra Junior School. The call-in was due to be considered by the Children and Young People PDS Committee on 20th March 2012, but one Member withdrew support and the matter was not taken any further.
- 3.10 This continued low level of call-in reflects an emphasis given to pre-decision scrutiny leading to better and more robust decisions which are less likely to be challenged.

4. Report from Executive & Resources PDS Committee

Chairman: Cllr. Eric Bosshard
Vice-Chairman: Cllr. Russell Jackson

Introduction

- 4.1 2011/12 has been a busy year with 10 scheduled meetings and additional work group meetings. Our regular meetings were scheduled to precede the Executive's meetings so that all their decisions could be pre-scrutinized. We dedicated one policy development meeting to a Financial Seminar by the Chief Financial Officer to keep members informed of the general financial situation affecting the Council and the cost savings needing to be made in response to the changes in financial support from central Government.

Scrutiny of the Executive and the Resources Portfolio Holder

- 4.2 The Committee's principal role is to pre-scrutinize the decisions of the Executive and the Resources Portfolio Holder. This committee has worked very hard to achieve this task and the workload of some meetings has been very heavy indeed.
- 4.3 During the year we have reviewed the proposed Core Strategy and Organizational Re-design, studied proposals for various development sites in Bromley, the replacement of Chislehurst Road Bridge, the purchase of investment properties, the provision of environmental and building services, the streamlining of the Library Service and proposals for the Biggin Hill Heritage Centre, scrutinized the activities of the HR department, the Council's insurances and the Council's legal services, monitored the Housing Benefits and Revenues services, Liberata and the operation of section 106 agreements, and received a report on Blue Badge parking issues and a report from the New Technology Working Group and its progress report on the implementation of its recommendations.
- 4.4 Our Member of Parliament for Bromley & Chislehurst, Mr. Bob Neill, M.P., Parliamentary Undersecretary of State, Communities and Local Government, attended one meeting to present the Localism Bill, which was going through committee stage at the time. This was a very informative meeting and triggered a lively question and answer exchange between members and Bob Neill. The bill has since become law and its aspects affecting constitutional matters of the Council have been taken up by the Constitutional Working Group, which reported to the Special Council Meeting on 26th March 2012.
- 4.5 Our Committee invited the Leader of the Council, the Resources Portfolio Holder and the Chief Executive to report on their activities and to answer questions. These bi-annual meetings are very valuable for keeping members of our Committee up to date with recent developments affecting the Council and I would like to thank the speakers for having made the effort to come and speak to our Committee.

4.6 The Leader of the Council and the Resources Portfolio Holder have attended all our meetings as have senior officers to answer questions on matters in their areas of responsibility. I would like to thank them all for their valuable contributions.

Policy Development and Working Groups

4.7 The parlous state of the Nation's finances has continued to affect our Council and efforts are ongoing to effect savings across the board, without endangering frontline services. We held again a Finance Seminar this year to update members on the issues, which affect the Council's finances and its ability to continue to fund essential activities and services. This seminar was presented by the Chief Financial Officer and was very successful.

4.8 In addition Policy Development scrutinized the gateway reports on the procurement strategy for domiciliary care and supported living services for people with learning difficulties, the provision of NHS funds for dementia, agency staff contracts, and the proposed governance of Crystal Palace Park.

4.9 We have set up a working group to focus on improving opportunities for volunteering and community participation across the Borough.

4.10 We have decided to form a working group to review the implications of the proposed Community Budgets contained in the Localism Bill for the Council and business opportunities in Bromley in general. Its remit will be akin to examining the concept of Total Place in Bromley.

Reports and Communication

4.11 Reports are an important source of information for Members on issues, which are to be decided by the Executive and the Portfolio Holders and which PDS Committees need to pre-scrutinize. Last year's significant improvement in the timely dispatch of papers to members came under some strain this year due to re-organizations in the Council, but remained on the whole satisfactory. In order to reduce the workload of our Committee on routine matters, it has been decided to streamline the flow of reports. This should allow our Committee more time to scrutinize important issues.

4.12 Report writing remains a weak element in the reporting activity, as too many reports are verbose and repetitive in parts. Due to the financial pressures and the re-organization of the Council's activities, improving report writing has not been the most urgent imperative, but efforts will be renewed this coming year.

Conclusions

4.13 Over the past year this Committee has worked hard to scrutinize fully the Executive's and Resources Portfolio Holder's decisions and to review many aspects of the Council's business. We have reviewed the proposed Core Strategy and Organizational Re-design, proposals for various development sites in Bromley, the replacement of Chislehurst Road Bridge, the purchase of investment properties, the provision of environmental and building services, the streamlining of the Library Service and proposals for the Biggin Hill Heritage Centre, scrutinized the activities of

the HR department, the Council's insurances and the Council's legal services, monitored the Housing Benefits and Revenues service, Liberata and the operation of section 106 agreements, and received the New Technology Working Group's report. Certain aspects of the Localism Bill affecting the Council have been studied by the Constitutional Working Group and reported to the Special Council Meeting on 26 March 2012.

- 4.14 The task to find the significant budget savings demanded by the Government has again been the dominant challenge this year. It is very pleasing to report that the necessary cost savings for 2011/2012 have been achieved, without impairing the delivery of frontline services.
- 4.15 The pressure to achieve the additional savings in the next three years will be a very significant challenge. Some fundamental, and possibly painful, changes will need to be made to the quantum and delivery of Council services, but every effort will be made to safeguard essential services.

Cllr. Eric Bosshard
Chairman, Executive & Resources PDS Committee

5. Report from Adult and Community PDS Committee

Chairman: Cllr. Judi Ellis
Vice-Chairman: Cllr. Roger Charsley

Health Scrutiny Meetings of the Adult and Community PDS Committee

- 5.1 The changes to health care provision have led to a complex agenda, and holding separate meetings has given the Committee the opportunity to undertake in depth scrutiny; enabled closer working with Bromley Link and the opportunity for national and local changes to be fully reported and communicated to residents.
- 5.2 The first meeting in July 2011 was taken up with a statement from and questions to the Chief Executive of the South London Healthcare NHS Trust about the new trust and future plans.
- 5.3 The second meeting in November 2011 discussed -
 - The proposed changes to Orpington Hospital and the Orpington Needs Assessment;
 - An update from Oxleas Foundation Trust including provision of older people's mental health in patient care;
 - A proposed model of care for cancer services;
 - A report from Bromley Link on discharge from the PRUH; and
 - An update from the Chief Executive of the South London Healthcare NHS Trust.
- 5.4 The third meeting in February 2012 covered –
 - the Stroke Service provision at the PRUH;
 - the Dementia Needs assessment;
 - the action plan (following Bromley Link report) on discharge from the PRUH;
 - NHS, South East London – Bromley Intermediate Care Consultation; and
 - An update on the Orpington Health Services project.

Adult and Community PDS Committee

- 5.5 We held seven meetings throughout the year looking at -

Housing issues -

- The Annual and mid year Housing and Residential Services Report on Social Housing;
- Housing related support for older people;
- Homelessness/Housing Need;
- Empty Properties;
- Private rental sector;
- Review of Registration on the Housing register; and
- GLA Pan London mobility scheme.

Learning disabilities

- Short break services;
- Day Activities;

- Direct payments;
- Supported Living; and
- Integrated transition strategy.

Older People Strategies

- Residential/Nursing Home Respite Care;
- Blue Badges – Criteria, process and complaints; and
- Provision of in-patient services [Oxleas];

Strategy Updates

- Dementia;
- Transition;
- Adults with Autism;
- The impact of revised personal budgets and charging policy; and
- Safeguarding.

Budget Issues

5.6 Each meeting of the Committee looked at a budget area in depth and this has been closely linked to commissioning issues.

5.7 The commissioning issues scrutinised were -

- Advocacy – providing a voice and signposting for people who have difficulties speaking for themselves;
- Brokerage – Services for people who do not meet the Council's criteria for social care;
- Information advice and guidance Services;
- Community Links Bromley – support for the third sector;
- Substance Misuse;
- Visual impairment – provision of equipment and books; and
- Services for people with physical disabilities.

Complaints

5.8 This is an important report as it is an excellent scrutiny indicator.

Questions from the Public

5.9 We have had a large number of questions from the public this year and would like to thank the questioners for their continued interest in and support for the work of the Committee.

Briefing papers

5.10 Briefing papers have replaced Items for Information and are to help Members increase their background knowledge of items on the agenda or to update Members following a report redrafted to reflect their comments.

Accommodation with Care for Older People Reference Group

5.11 The Reference Group, which includes a number of Co-opted members and representatives of older people and their carers, met on four occasions to monitor progress with the closure of the Care Homes and the development of the Extra Care Housing Schemes. The Group was chaired by Councillor Charles Rideout.

Adult Safeguarding Board

5.12 Councillor Roger Charsley represented the Committee on this board.

Conclusion

- 5.13 My thanks go to all Elected and Co-opted Members for their dedication and commitment to Bromley in the last year. This has been another challenging year, and detailed information had to be absorbed and assimilated. This was needed to ensure that the targeted savings could be made without the loss of quality control and clearly communicated.
- 5.14 All Members understand the economic climate and the need to scrutinise proposed savings to ensure that they do not have serious long term financial implications or severely damage the support given to the most vulnerable residents in the Borough.
- 5.16 The Committee has been directly supported by Anne Watts, Assistant Director, Strategic Development for the first half of the year and replaced following reorganisation by Angela Buchanan for the second.
- 5.17 Philippa Stone was the Democratic Services Officer for the first half of the year and then seamlessly replaced by Helen Long for the second. The Committee continues to receive good quality and timely reports and this has been appreciated by the Members of the Committee. Our thanks go to the supporting officers and to all the officers who write the reports and attend the meetings.

Cllr. Judi Ellis
Chairman, Adult and Community PDS Committee

6. Report from Children and Young People PDS Committee

Chairman: Cllr. Stephen Wells
Vice-Chairman: Cllr. Diana MacMull

Introduction

- 6.1 The services provided by the CYP Portfolio and Department have implications for all of the Borough's some 73,000 children, young people and their families. It also has implications for children who attend Bromley schools and colleges, but who live outside of the Borough. The range of often directly targeted and universal services provided is extensive, complex in nature and highly diverse. Specific support is offered in the areas of Special Educational Needs (SEN) provision, disabled children, children's social care and in particular Children in Care, school improvement and services for children in danger of becoming disengaged and disaffected.
- 6.2 The Children and Young People PDS Committee is designed to reflect as many of the above aspects of the Department/Portfolio's work as possible, including the wider community interests. In addition to the Members of the Committee, various co-opted representatives from a wide spectrum of interests in young people ensure there is a strong experience base to influence the PDS role for the Portfolio.

Policy Development and Scrutiny

- 6.3 In all some eight scheduled formal meetings of the Committee took place during the municipal year May 2011 to April 2012. No additional meetings were held. These formal meetings as well as considering its own agenda also included the pre-scrutiny of CYP Portfolio Holder reports. The Committee was focused on the ongoing priorities set for the Portfolio as a whole in the committee Work Programme.
- 6.4 The CYP PDS Committee fulfils its function as a PDS by:

A consideration of the CYP priorities (above) which are included in the Council's Building a Better Bromley performance plan and the CYP Partnerships Strategic Plan, with the progress of the work being measured against this plan. In response to these priorities the CYP PDS Committee considered the issues set out below during the Municipal year 2011-12.

CYP Budget

- 6.5 In order to ensure that funding levels within CYP are continually aligned with Policy and with Departmental and Council Strategy, the CYP PDS Committee received regular Budget Monitoring Reports. Particular note was made of variations in budget areas of both the Schools and the Non-School expenditure and the reasons for the variations and any remedial actions necessary by the Department to bring spending back in line with the approved Budget spend limitations. Particular areas continually monitored were in relation to increasing pressure on the budget as well as the demands of children with SEN and Social Care. This pressure is unlikely to be

reduced in the short term; however every effort is being made to reduce the growth impact on the CYP budget of these two areas of provision.

- 6.6 The CYP PDS Committee continued to monitor throughout the year the impact of Government decisions and announcements regarding reductions in funding and efforts to mitigate the impact of same.
- 6.7 Those schools with deficits and deficit recovery plans were monitored throughout the year.
- 6.8 The impact of changes to the Area Based Grants continued to be seen.
- 6.9 Continued efforts at cost reductions within the Department were monitored both in response to Government funding changes and the needs of LBB to reduce its costs. (See 2010/11 PDS Annual Report.)

Commissioning

- 6.10 All whole life contracts in excess of £50K were examined by the PDS. The PDS also looked at an annual report at the broad commissioning intentions of the CYP service. Note this year was particularly made of the continuing rise in costs of spot purchasing of placements of Looked after Children and Children with SEN.

Recruitment and Retention of Children's Social Work Staff Strategy

- 6.11 This strategy was put in place in 2010 and reviewed in 2011. It was intended to secure a stable children's care workforce and reduce costs by reducing numbers of agency staff as well as manage increasing referral numbers and overall caseloads. The strategy has begun to deliver, as seen in better recruitment success, better retention and overall service costs. The 'Grow your Own' scheme continues to flourish.

Government Policy Changes

- 6.12 The Committee received regular reports on changes to Government Policy with regard to education and children's services as they impacted Bromley, including the 2011 Education Bill, the Munro Review of Child Protection and the Academies program

External Inspections of CYP Services

- 6.13 A number of external inspections of the CYP services were carried out during the year including an Ofsted inspection which concluded that Children's Services were performing well. A similar inspection by the Youth Justice Board on the Youth Offending Team came to a very pleasing similar conclusion.

Member Working Parties

- 6.14 The CYP PDS held a series of meetings of the Executive and PDS Member Working Parties focusing on operational issues and detailed scrutiny of key issues.

Primary School Development Plan Working Party

- 6.15 This working party met twice in the year to scrutinize the initial and the subsequent Primary School Development Plan. The working party looked at strategic planning for primary school provision across the Borough. The working party noted the continuing increase in the demand for Reception class places through at least 2015 and noted that as well as the need for some schools to permanently increase their PAN numbers, other schools would continue to be asked to accommodate 'bulge years'. In addition some 8 forms of entry would be required (240 places) concentrated in the northern strategic planning areas. Proposals were made in respect of each of the nine strategic planning areas, resulting in increases in numbers, or standstill.

Performance Monitoring working Party

- 6.16 This working party has met twice in the year and determined those performance monitoring targets that would continue to be presented. It was also determined frequency Performance data would be presented. Subsequently the working party met again to discuss the continued monitoring and presentation of National targets as Local targets and to better determine the desired specific and percentage target criteria of reported performance targets.

Call-Ins.

- 6.17 One call-in was made during the municipal year regarding the allocation of Seed Challenge funding. This call-in was withdrawn before it was considered by the PDS Committee.

Audit

- 6.18 Three items referring to Burnt Ash Primary School, Tubbenden School and to the Highway School have been referred from the Audit Sub Committee. All three matters are Part Two items and all have been resolved.

Presentations.

- 6.19 The Committee has received no presentations this municipal year.

7. Report from Environment PDS Committee

Chairman: Cllr. William Huntington-Thresher
Vice-Chairman: Cllr. Ellie Harmer

Introduction

- 7.1 The services provided within the Environment Portfolio affect every resident of Bromley. Clean streets, traffic congestion, the condition of highways and pavements, and parks provision, are all considered to be matters of high importance by residents. The Committee has continued to build on work carried out in the past and has kept major issues under review.

Scrutiny of the Portfolio Holder and Executive

- 7.2 The Committee seeks to fulfil this role by:
- Early consideration of the priorities and milestones to be included in the Environment Portfolio Plan, followed by a half yearly review of progress in November each year.
 - Monitoring of service performance against expectations set out in the Portfolio Plan.
 - Pre-decision scrutiny of relevant Portfolio Holder and Executive decisions
 - Scrutiny of budget monitoring and the 2012/13 budget options and proposals.
- 7.3 In advising on the 2012/13 budget proposals, the Committee focussed on: supporting the work of Friends Groups; protecting weekly paper collections; and mitigating the potential impact on standards of highways and footways maintenance

Working Groups

- 7.3 The Committee has sought to focus its efforts, directly and through Working Groups, on issues of concern to the public. Four Working Groups were constituted for at least part of 2011-12:

Waste Minimisation

Councillors: William Huntington–Thresher (Chairman), Reg Adams, Lydia Buttinger and Samaris Huntington–Thresher.

The Waste Minimisation Working Group met seven times during the year, and focussed primarily on 3 major topics: expansion of Food Waste recycling to Flats; developing a Green Garden Waste subscription trial scheme; and options for an alternative service provider for textile collections.

Highway Assets

Councillors: William Huntington–Thresher (Chairman), Samaris Huntington–Thresher, Julian Grainger and David Hastings.

The Working Group advised on a range of issues, including the levels of maintenance provided to footways and residential roads. It recommended that planned footway maintenance be restricted to defective areas as an economy measure. It also recommended changes to materials used for replacement and new crossovers, resulting in further ongoing savings. Levels of service for street lighting were considered, and night-time inspections of street lighting have now been moved to monthly on a trial basis in the lead up to the new street lighting contract.

Transport Statement

Councillors: William Huntington-Thresher; Nicholas Milner and Julian Grainger.

The Transport Statement Working Group met in July 2011 to consider the draft Local Improvement Plan (LIP). The Working Groups' comments were endorsed by the PDS Committee. The proposed LIP was approved by the Portfolio Holder in September 2011, and subsequently agreement was reached with TfL on the final version of the Plan. In turn, this facilitated development of the TfL funded work programme for 2012/13.

Following a presentation by TfL on the potential for extending rail and tram links to the borough, the PDS Committee endorsed the priority for a link from Bromley North to Lewisham DLR or direct to Docklands. The Transport Statement Working Group was reconvened to take forward this issue. The revised membership comprises: Councillors William Huntington-Thresher; Ellie Harmer; Nicholas Milner; Nicholas Bennett; and David Jefferys.

Parking

Councillors Samaris Huntington-Thresher (Chairman), William Huntington-Thresher, Sarah Phillips and Michael Turner.

The Parking Working Group was reconvened in January 2012 to scrutinise proposals for a new Parking Strategy, which would form part of Bromley's new Transport Policy. The Working Group's proposals were endorsed by the PDS Committee and the revised Strategy then agreed by the Portfolio Holder. The Working Group met again in February 2012 to scrutinise a proposed new system of parking charges.

The PDS Committee endorsed proposals to extend CCTV monitoring of key town centre locations on evenings and Sundays.

Major topics addressed by the Committee during the year

Children's Travel to School

- 7.5 The Committee considered a report into the work of the School Travel programme, which seeks to reduce traffic congestion around schools and improve road safety. Members endorsed a continued but more focused programme of activity, and commended the team's achievements.

- 7.6 The Committee also examined the future of the School Crossing Patrol. Fast tracking of physical measures to protect children's safety was agreed, and the Committee endorsed proposals to release TfL funding to assist schools to sustain the service.

Road Safety and Traffic Management Schemes

- 7.7 Pre-decision scrutiny was given to a wide variety of traffic management and road safety schemes. In June 2011, the Committee reviewed in depth how such schemes are selected, designed and consulted on, and how agreement is reached on the final design. An evidence based approach was supported, with an emphasis on involving ward Members at an early stage.

Winter Operations

- 7.8 The Committee reviewed the effectiveness of the Council's preparations for clearing winter snow, in the light of lessons learned during 2009 and 2010 and the development of the Snow Friends initiative.

Friends Groups

- 7.9 The committee congratulated residents for their outstanding involvement in Friends Groups in caring for and improving the local environment. The successfully Friends of Parks and Street Friends schemes have now expanded to include Snow Friends with over 3000 residents volunteering.

Contract review

- 7.10 The Committee continue to carry out detailed reviews of existing contracts, as well as careful pre-decision scrutiny of recommended contract awards. The main contract examined during the year was that for street cleansing, which will deliver significant savings and efficiency improvements.
- 7.11 Other contracts examined during the course of the year were the Inspection of Streetworks; the Waste Management contract extension; and Gateway reports on Parking ICT, Parking Bailiffs and Debt Collection, and Street Lighting.

Metropolitan Police Traffic Presentation

- 7.12 The Committee received a presentation from the Police on their role in traffic enforcement and road safety. Continued partnership working was emphasised with road users, schools and the Council's Road Safety team. The Police felt that accident rates could be reduced still further with a targeted approach, tackling specific locations where serious injuries or fatalities had occurred.

**Councillor William Huntington-Thresher
Chairman, Environment PDS Committee**

8. Report from Public Protection and Safety PDS Committee

Chairman: Councillor Douglas Auld
Vice-Chairman: Councillor Kate Lymer

- 8.1 In the municipal year 2011/12, the above Committee met on seven occasions. Attendance by Councillor Members including four occasions when alternates were present was 95.2%. Co-opted members represented Bromley Community Engagement Forum, Bromley Victim Support, Bromley Neighbourhood Watch, Bromley Youth Council and Bromley Federation of Residents' Associations. May 2011 saw a change of Portfolio Holder with Cllr Peter Morgan moving to Renewal and Resources and Cllr Tim Stevens being appointed the Portfolio Holder for Public Protection and Safety.

Scrutiny

- 8.2 Each meeting has, taking into account the Portfolio Plan and budgetary constraints, scrutinised reports prior to them going forward to the Portfolio Holder for decision. These scrutinised reports included:-

- The Portfolio Plan.
- A proposal by the Fire service that the Council should provide funds to employ a Fire Risk Reduction officer.
- The monitoring of Portfolio, Safer Bromley partnership and Divisional budgets.
- A report concerning the tendering for CCTV services.
- Licensing Fees.
- Out of Hours Service.
- Review of the Food Safety Team.
- Enforcement Policy for Environmental Services.
- Review of Environmental Protection Services.
- Review and proposals relating to the Best Bar None Award Scheme.
- Bromley Council for Voluntary Youth Services – Funding.
- Use of Community Service funding.
- Fees for Public Protection Services.

Other Issues and Reports

- 8.3 Among other issues and reports considered during the year were:-

- The Borough Police Commander's updates regarding crime trends and Police initiatives and operations.
- The Mentoring Scheme.
- Adult Safeguarding.
- Presentations on the Protecting the Elderly Portfolio Initiative.
- The Substance Misuse Commission Annual Report.
- The Draft Budget for 2012/13

- A presentation by James Cleverly
 - The Bethlem Royal Hospital Annual Update
- 8.4 Perhaps of particular note are the items relating to the serious public disorder last August, James Cleverly's comments regarding policing numbers now and in the future and the Bethlem Royal Hospital update.
- 8.5 During the Chief Superintendent's initial update regarding the disturbances mention was made of the excellent level of cooperation between the Director of Environmental Services, the Portfolio holder and the Police. The emergency planning arrangements put into place by the Division over a period of years proved to be invaluable and images from the Council's CCTV system forwarded to the Police enabled them to identify and arrest many suspects. The Committee has continued to receive updates on the progress of the enquiry, arrests and convictions.
- 8.6 Within the next few weeks fifty-nine of the Borough's one hundred and nineteen PCSOs will have left to commence training to become police officers. Only six replacements are promised immediately with more to arrive in late August or September. When James Cleverly attended the PDS Committee meeting in March he was asked to comment on this. He confirmed that the above was indeed the current case and said that discussions were continuing between the Greater London assembly and the metropolitan Police in an attempt to resolve the matter.
- 8.7 The annual update from the Bethlem Royal Hospital was also presented at the March meeting by the Hospital's Chief Executive. The Chairman of the Hospital Trust and other members of staff were present. Attention focussed on the escape by four adolescent patients from a unit at the Hospital in late February. All four are now back in custody, the last being detained while trying to leave the country. It was ascertained that the escape had taken place over a period of about half an hour at approximately lunchtime on a Sunday when the ratio of patients to staff was seven to five. It had involved the removal by the patients of a secure window including the frame. Contributions were made by many of the Members present concerning this most serious occurrence. The Hospital's Chief executive stated that he could not reply to some of the questions as a Police enquiry, a separate independent review and an internal human resources investigation were in progress. Several recommendations were made by Members of the committee for the Portfolio Holder to consider.

Visits

- 8.8 Visits were made by Committee Members to:-
- Bromley Fire Station
 - The Drug and Alcohol Treatment Centre
 - The Bethlem Royal Hospital

Members accompanying officers on duties including Environmental Health, Trading Standards, Licensing and the Voluntary Youth Service summer programme are either in being or are in the process of being arranged.

Budget Savings 2011/12

8.9 For the year 2011/12 budget savings of £274k were achieved. In addition to this further “notional” savings of £70k were achieved by reducing office accommodation requirements by 50%. The bulk of the £274k being the result of seven full and part time posts being relinquished.

Budget Savings 2012/13

8.10 For the year 2012/13 further budget savings of 3369k (plus an additional £25k licensing income to offset income shortfall) have been identified. The main components of this sum being:-

A reduction in the Community safety Fund (Government Grant)	£113k
Efficiencies from sharing services	£100k
Staffing reductions	£63k
Savings from joint procurement of CCTV services	£59K
Efficiencies in running expenses	£34k

8.11 In the last three years although management staff has reduced by 40% and significant reductions have been achieved in the Public Protection controllable budget, levels of service remain largely unaffected.

8.12 The savings over these years have been achieved with a minimum of reduction in service.

Achievements

8.13 The division’s achievements are many and include:-

- Since 2003 direct intervention and disruption of rogue traders has saved older residents in the Borough more than £1.5m.
- Following the serious disorder in August 2011, the Council’s CCTV unit provided the Police with thousands of images of scenes of crime and of suspects.
- Compared with other south east London boroughs, Bromley has the highest percentage of food premises meeting basic standards of food hygiene.
- Environmental Health Services (.g. Food Safety, Environmental Protection) has the second lowest spend in London.
- Trading Standards is in the bottom quartile of spend for London and yet has submitted the highest number of intelligence reports to London’s Regional Hub.

Services Provided

8.14 The services provided by the Public Protection Division are wide and varied and although the core strategy function of ensuring adequate standards of public health remain the Division has had to evolve and expand to comply with the new statutory

responsibilities such as the licensing of public houses. It also implements and maintains local policies developed by Members.

Immediate Future

- 8.15 With the smallest budget in the Council it would be easy to say that with the reduction in staff numbers and changes in working practices already achieved there remains little “fat” on the bone to cut away. Certainly with the Division’s statutory responsibilities and other works deemed necessary by the Council there would appear to be little or no scope for further reductions in staff numbers. Nevertheless other means of savings and generating income have to be examined. An example of this is the joint CCTV contracts with the London Borough of Lewisham which will save this Borough at least a quarter of a million pounds over five years. A dog kennelling scheme is also in the offing on an invest to save basis and will initially break even in terms of savings and latterly generate income.
- 8.16 There is a high degree of experience, expertise and skill within the Division and a start has been made to generate funds by selling these capabilities to outside agencies and businesses. The following two matters are examples of this –
- The Council has invested a relatively small amount to purchase additional noise recording and CCTV equipment. Interest has been expressed by a number of registered housing associations to hire this equipment to counter anti-social behaviour and additionally to pay a fee for the use of the officers’ technical expertise and their report writing skills.
 - Two members of the Trading Standards staff are now qualified to manage instruction classes to the owners and managers of businesses in relation to the prevention of sales of alcohol, cigarettes etc to under age persons. Again, fees are charged for this instruction.
- 8.17 More significant savings may be possible by sharing some of the Public Protection regulatory services with the neighbouring boroughs of Bexley and Croydon. There is a current project to progress this issue and the proposed first step in the year 2012/13 is to introduce a shared management structure which has the potential to realise approximately £100k.
- 8.18 It is by these and other similar means that it is hoped the net cost of financing the Division will be further reduced.
- 8.19 It remains for me to thank my fellow Councillors, the Co-opted Committee members and the Council Officer for their commitment, support and contributions made during the year.

Cllr Douglas Auld
Chairman, Public Protection and Safety PDS Committee

9. Report from Renewal and Recreation PDS Committee

Chairman: Cllr. Sarah Phillips
Vice-Chairman: Cllr. Pauline Tunnicliffe

Introduction

- 9.1 The Committee will have met 5 times this municipal year. Each meeting has scrutinised the reports for decision by the Renewal and Recreation Portfolio Holder and considered policy development of key areas of the Portfolio, with the exception of the January 2011 meeting which considered the draft Council budget for 2012/13. Monitoring performance against the Renewal and Recreation Department's Building a Better Bromley priorities has been central to the Committee's work. One working group was re-convened during the year, namely the Beckenham and West Wickham Working Group.

Employment and Skills

- 9.2 In October the Committee considered an interim report on a review of the Bromley Adult Education College, and considered various options for the future including possible merger with the Bromley College of Further and Higher Education. The report set out the role and membership of the review board. A further report on the review came before the Committee in December. Of six options considered, two were escalated for further detailed analysis: (a) remaining as a core, scaled down directly provided adult education service and (b) merging with Bromley College of Further and Higher Education. Following discussion of the merits of the options, Members recommended that the Director of Renewal and Recreation commences consultation with staff at Bromley Adult Education College and their representatives on the review, both in the short and medium term and its potential implications for staff and to continue with detailed discussions with the Bromley College of Further and Higher Education on the potential opportunities for adult learning in the longer term. Results of this more detailed work on the merger option were reported to the March PDS meeting alongside a report on fees and charges at the College during 2012/13 financial year.

Town Centres

- 9.3 Reports providing updates to members on developments in the Town Centres were considered at the Committee's October and December meetings. In October the report outlined the detail and funding timetable for the Outer London Fund Round 2 and the feedback on the 'Invest Bromley' conference (which took place in September). Members agreed the content of the Round 2 funding bid to the Outer London Fund, noting that it was anticipated that Round 2 would be over subscribed and very competitive with only the most robust and high quality bids likely to be supported. The bid was finalised in consultation with the Chairman of the Renewal and Recreation PDS Committee and the Leader of the Council, to meet the extended submission deadline of mid November. Members agreed that Executive approval be sought for agreement for any necessary matched funding that may be required, prior

to submitting a bid to TfL for Area Based funding towards the Beckenham Public Realm project. Members also agreed that further consideration be given to the creation of amenity and parking space at the Stables Town Green at rear of 86-132 High Street Beckenham. Other Town Centre issues under discussion in October were a report updating Members on progress in developing the Bromley North Village Public Realm Improvement Project - seeking authority to undertake public consultation on the draft plans prior to submission to the Transport for London (TfL) approval process – and a report seeking to inform the Committee of the scope of the proposed Penge Town Centre Renewal Strategy and the proposed timetable for production of the strategy document.

- 9.4 Also considered in October was a report seeking Council support in principal for the establishment of a Business Improvement District (BID) in Orpington town centre, along with authorisation for officers to work alongside the Orpington Business Forum (OBF) on the BID project, and for the release of £44,310 from Section 106 funds to support this process, which would be matched to £10,000 allocated from the Outer London Fund round 1. Members supported in principal the formation of a Business Improvement District (BID) for Orpington Town Centre and approved the use of officer time to work towards the establishment of the BID. They also agreed the draw down of £44,310 from the Section 106 funding from the Nugent development, which added to the Outer London Fund money would be available to cover the costs of the BID project. It is expected that as a result of this work a draft BID Proposal will be provided to Members for their consideration at the first Committee meeting of the new municipal year.
- 9.5 At the December meeting Members considered a report which outlined progress in delivering the Town Centres Development Programme and provided an update on the detail of the Outer London Fund (OLF) Round 2 bid submissions. An update was also provided on the six week period of public consultation on the outline designs for improvements to the public realm in Bromley North Village. As a result of discussions around this report Members agreed that the Beckenham and West Wickham Town Centres Working Party be reconvened to review the OLF Round 2 proposals for Beckenham Town Centre and to recommend new proposals for the Town Centre to form the basis of an area based bid to TfL in 2012. The membership of the Working Party comprises Councillors Sarah Phillips, Michael Tickner, Nicholas Bennett, Stephen Wells and Peter Fookes, along with invited representatives of residents and business groups. The outcome of the Working Party's considerations will be reported back to the Committee in summer 2012, with an interim report considered at the March meeting.
- 9.6 Also at the December meeting Members considered a report referred from the Environmental Portfolio Holder regarding the release of funds for the installation of a Variable Messaging System for Bromley town centre – as a way of providing the information drivers needed (in real time) and help efficiently redistribute parking demand to car parks with spare capacity. Members were advised that the VMS system was considered an essential requirement to support the successful implementation of Phase 1 of the Bromley Area Action Plan. Members resolved that the Portfolio Holder be recommended to agree implementation of the VMS given that the proposed scheme provides value for money and will contribute positively to Bromley Town Centre's economy.

9.7 In March Members considered the planned expenditure on the Town Centre Management Initiative Fund – including consideration of the town centre events programme and the expected expenditure on Christmas lights for 2012/13 financial year; and a report providing an update on the Bromley North Village Public Realm Improvement Scheme, including an assessment of the situation with regards to Area Action Plan Site A and a report on the plans for the Queen’s Diamond Jubilee celebrations.

Leisure and Culture

9.8 At the July meeting of the Committee, Members considered a number of reports dealing with Leisure and Culture, including Bromley MyTime Contract Options (which was a Part 2 report), Library Shared Services, the London 2012 Olympics and Paralympics and the proposed Norman Park Multi Hub Site, and also considered membership of the Arts and Sports Consultative Panel – to which Councillors Ruth Bennett, Alexa Michael, Peter Fortune, Nicholas Milner and John Getgood were appointed.

9.9 Following a discussion of the Library Shared Service report, updating Members on the options to be considered for the future management of the Library Service including a “shared services” arrangement with the London Borough of Bexley. Members concluded that there should be no reduction in operating hours of the service without further consultation with staff representatives, ward Councillors and library users, but agreed that opportunities to generate income should be investigated and a further report be submitted to Members on the outcome. Members did not support the option to implement charges for the People’s Network. Members further asked that the option of transferring a shared service into a trust be investigated further urgently in order to achieve possible savings on business rates.

9.10 The Committee considered a report providing Members with an update regarding the ongoing developments in respect to the London 2012 Olympic and Paralympic Games (the 2012 Games), and outlines the current arrangements that are in place within Bromley in respect to the anticipated impact the 2012 Games may have. In particular this report dealt with the proposed Host Borough Co-operation and Licence Agreement; City Look and Feel grant funding and the Olympic Torch Relay.

9.11 At the July meeting Members also considered a report detailing proposals for the development of a multisport hub site at Norman Park. This outlined proposals to seek a leisure investment and management company to design, construct, manage, fund and operate a new multi sport hub site at Norman Park, which would incorporate the current athletics track and playing pitches within the park. Following discussion of the report Members recommended that officers be asked to continue to develop proposals for a multi hub site at Norman Park and bring a further report back to the Committee on the outcome of the tender process and the details of the proposals received.

9.12 At the October meeting the Committee considered a report examining different options for the future governance of Crystal Palace Park and recommending that management of the park in the form of a ‘not-for-profit’ organisation be further

investigated. The report also suggested pursuing discussions with established and experienced organisations such as the National Trust, English Heritage and other industry sectors with a history and reputation for managing green spaces. The Committee considered the Community Organisations that would be represented on the Executive Board.

- 9.13 At the December meeting Members considered the Mytime Active draft Service Delivery Plan for 2012/13 and received a presentation from Mr Dennis Barkway and Mr Steve Price of Mytime Active. Following a question and answer session, Members approved the Delivery Plan and the Investment Fund programme of works for 2012/13.
- 9.14 Members were provided with an update on the outcome of the first stage application to the Heritage Lottery Fund (HLF) for financial support to extend the borough's museum service into part of the vacated library building at the Priory, Orpington. This highlighted the HLF's decision not to offer a first round pass and therefore financial support. At a regional level the HLF had indicated that they viewed the application as a priority and would wish to see it re-submitted with a reduced grant request so enabling a decision to be taken at regional rather than national level. The Committee supported the recommendation to the Executive that re-submission of the first stage application to the Heritage Lottery Fund be approved with a further report provided to a future Executive meeting on the outcome of the application.
- 9.15 At the December meeting Members also received a report providing an update on the 'Trust Option' for Libraries. The report identified that as a consequence of the Government determining the baseline for rateable values earlier than predicted, it would not be possible to establish a joint Libraries Trust with Bromley and Bexley within the necessary timescales.
- 9.16 The March meeting agenda included reports for consideration by Members on the Orpington Leisure Centre Roof (a post-completion report) and on the Biggin Hill Leisure Centre (again a post completion report).

Finance and Performance Monitoring

- 9.17 Throughout the year the Committee has received regular performance monitoring and budget monitoring reports, including quarterly updates on the Capital Programme.
- 9.18 In January 2012 Members considered a draft 2012/13 Budget for the Renewal and Recreation Portfolio incorporating cost pressures and initial draft budget saving options as reported to the Executive on 11 January 2012. Expenditure pressures on services within the Renewal and Recreation Portfolio were identified in relation to the Adult Education Centre, income from planning applications and income from building control. Savings options across the Portfolio were also detailed for the consideration of Members. Members' attention was drawn to the summary table in the report which outlined savings options relating to the Renewal and Recreation Portfolio. The Head of Finance reported that the quoted £276k for 2012/13 was in addition to savings already achieved of just over £1m making an overall saving of £1.3m for 2012/13 followed by an additional £943k in 2013/14.

Conclusion

9.19 In conclusion it has been a very busy and exciting year for the Renewal and Recreation PDS Committee and I would like to thank all members of the Committee for their input and support. I would also like to thank all Officers in the Renewal and Recreation Department with whom I have enjoyed working.

Cllr. Sarah Phillips
Chairman, Renewal and Recreation PDS Committee