

**Decision Maker:** Environment PDS Committee

**Date:** 1st October 2013

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

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

**Contact Officer:** Gavin Moore, Assistant Director Parking & Customer Services  
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**Chief Officer:** Nigel Davies, Executive Director of Environment and Community Services

**Ward:** Borough Wide

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1. Reason for report

Members are asked to review the Committee's draft work programme for 2013/14 and to consider:

- progress on requests from previous meetings of the Committee; and
  - the contracts summary for the Environment Portfolio
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2. **RECOMMENDATIONS**

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: Not Applicable
  3. Budget head/performance centre: Environment Portfolio 2013/14 approved budget
  4. Total current budget for this head: £31.4m and £6.3m of LIP funding from TfL.
  5. Source of funding: 2013/14 revenue budget and 2013/14 LIP funding agreed by TfL
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### Staff

1. Number of staff (current and additional): 192.4 fte
  2. If from existing staff resources, number of staff hours: N/A
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### Legal

1. Legal Requirement: Non-Statutory - Government Guidance
  2. Call-in: 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? Not Applicable
2. Summary of Ward Councillors comments:

### 3. COMMENTARY

#### Forward Programme

- 3.1. The table in **Appendix 1** sets out the Environment Forward Programme for 2013/14, 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.
- 3.2 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.

#### Previous Requests by the Committee

- 3.3 The regular progress report on requests previously made 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.

#### Contracts Register

- 3.4 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 responsible for setting its own 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 2013/14  <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 2013/14

Environment PDS – 19 Nov 2013		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	P&CS	PDS Committee
Budget Monitoring 2013/14	Finance	For pre-decision scrutiny
Environment Portfolio Plan 2013/14 – Six Month Progress Monitoring	P&CS	PDS Committee
Report of Parking Working Group	P&CS	PDS Committee
Designation of Pitches and Goods for Street Trading	SS&GS	For pre-decision scrutiny. For GP & L decision on 4 Feb 2014.
Transportation Highways And Engineering Consultancy Services	T&H	For pre-decision scrutiny  PART 2
Sevenoaks Way – Scoot System	T&H	For pre-decision scrutiny
Site Supervisors	SS&GS	For pre-decision scrutiny
XFOR Update	SS&GS	PDS Committee
Planned Maintenance Programme	T&H	For pre-decision scrutiny
Environment PDS – 29 Jan 2014		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	P&CS	PDS Committee
Budget Monitoring 2013/14	Finance	For pre-decision scrutiny
Scrutiny of Street Cleansing	SS&GS	PDS Committee
Parking Bailiff Arrangements	P&CS	For pre-decision scrutiny

<b>Environment PDS – 25 Mar 2014</b>		
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	P&CS	PDS Committee
Budget Monitoring 2013/14	Finance	For pre-decision scrutiny
Environment Portfolio Plan 2014/15	P&CS	For pre-decision scrutiny

## APPENDIX 2

### Progress Report on Previous Requests of the Committee

<b>PDS Cttee Date</b>	<b>Committee Request</b>	<b>Progress</b>
25.06.13	Provide data from all three tranches of street cleansing inspections during 2012/13, and for future monitoring reports.	Information was provided immediately after PDS Committee; future monitoring reports will contain this data as a matter of course
25.06.13	Convey the Committee's views on the Green Chain Management Plan to the boroughs' Joint Officer Working Party	This was scheduled to be reported to the Green Chain Joint Officer Working Party at its meeting on 10 September 2013
25.06.13	Convene a Highways Working Group to consider a Highway Maintenance Policy issue before referral to the Portfolio Holder	Meeting was convened and the Working Group's views were included in the report to the Portfolio Holder.

## Contracts Register Summary

### Appendix 3

<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>
Removal of Abandoned Vehicles	01.10.10	30.09.13	Extended for twelve months to 30.09.14	Pick a Part	33,800	10,600	Waiver for one year extension to 30.09.14 recorded
Playground Maintenance	01.01.08	31.12.13		Safeplay	369,300	61,550	Extension (6+2+2 to December 2017) and other options under consideration
Transportation Consultancy	01.12.09	30.11.13	TfL have option to extend to 30.11.15	TfL Framework	1.2m (if six years)	200,000	Option to extend to 30.11.15. <i>Report to Environment PDS November 2013</i>
Parking Bailiff Services	1.10.11	31.03.13	12 month extension to 31.03.14	JBW, Swift, Chandlers, Phoenix	625,000 est.	250,000 est.	Cost neutral. Now have four contractors
<i>Parking Bailiff Services</i>	<i>1.04.14</i>	<i>31.03.17</i>	<i>n/a</i>		<i>750k est.</i>	<i>250k est.</i>	<i>Environment PDS – Jan 2014</i>
Removal of Surface Vegetation from Public Rights of Way	30.04.13	29.04.14		Holwood GM Ltd	25,000	25,000	
Hanging Baskets Contract A&B	30.05.11	31.04.14	Extended for twelve months to 30.09.14	CJS Plants Ltd	124,657	40,657	Waiver for one year extension to 31.04.14 recorded
Rural Grass Cutting	30.05.11	29.05.14		Earth Matters, DMC Landscapes, Landmark Services	142,000	47,000	Original two year contract extended for a further year. Waiver recorded
Council Fleet Hire	05.11.06	04.11.12	05.11.14	London Hire	674,383	85,000	
Ambulance Hire	05.11.07	04.11.13	05.11.14	London Hire	2.03m	339,000	
Depot Security	01.04.10	31.03.15	N/A	Sight and Sound	630,000	126,000	
Street Works (NRSWA)	01.04.13	31.03.16	Option for 1 or 2 x 2 yr extns	B&J Enterprises	871,920 based on three year contract term	290,640	
Parking	01.10.06	30.09.11	30.09.16	Vinci Park	£11.6m	£2.3m	
Parking ICT	01.04.13	30.09.16		ICES Ltd.	£245,281	£70,080	

<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>
Street Environment Contract	29.03.12	28.03.17		Kier (public toilets);	281,983	56,397	Five year contract with the option of a two year extension at the Council's discretion.
				Community Clean (graffiti removal);	1,221,800	244,360	
				Veolia (Gully cleansing)	1,463,538	292,708	
				Kier (Cleansing, Highway Drainage )	15,798,212	3,159,642	
Maintenance & Repair of Vehicles	01.04.10	31.03.17		Kent CC	940,000	134,000	Option for two year extension
CCTV Repair & Maintenance Contract	01.04.12	31.03.17		Eurovia Infrastructure Services Ltd	214,256	42,852	
CCTV Control Room Monitoring	01.04.12	31.03.17		OCS Ltd	1,263,258,	252,652	
Highway Maintenance – Minor & Reactive	01.07.10	30.06.17		O'Rourke	17m	2.4m	Option for one year extension
Arboriculture	18.07.08	17.07.17		Gristwood and Toms	5.12m	568,860	
Coney Hill Landfill Site Monitoring	28.07.10	27.07.17		Enitial	952,000	136,000	Option for two year extension
Highway Maintenance – Major	01.10.10	30.09.17		FM Conway	26m	3.7m	Option for one year extension
Grounds Maintenance	01.01.08	31.12.17		Landscape Group	26.1m	2.75m	
Waste Collection	01.11.01	31.03.19	Extended to March 2019	Veolia	127.5m	8.5m	
Waste Disposal	24.02.02	31.03.19	Extended to March 2019	Veolia	147m	10.5m	
Parks Security	01.04.10	31.03.20		Ward Security	4.2m	420,000	
Street Lighting Maintenance and Improvements	01.04.13	31.03.23	Option for 1 year extension	May Gurney (Cartledge)	16.95m; Yr 1/ 2 invest to save £8.5m	£845k per annum	