



Renewal & Recreation Business Plan 2013/14

MONITORING REPORT

Quarter 2: 05/07/13 – 04/10/13

INTRODUCTION

Renewal & Recreation Business Plan monitoring reports are designed to track progress made against actions identified in the Renewal & Recreation Business Plan 2013/14. The completion of these actions is integral to the delivery of the department's strategic outcomes for 2013/14 and for our key priority: 'a vibrant, thriving borough'.

This report highlights and reports against the milestones and targets set for attainment in Quarter 2. Lead officers have provided a progress update which identifies developments in the delivery of projects and services. Each progress update is also scrutinised by a traffic light (Red/Amber/Green) system to provide a clear indication of the level of achievement.

Progress achieved	Traffic light status
Milestone/target is not achieved and is more than 10% away from being achieved	R
Milestone/target is close to being achieved and is within 10% of being achieved	A
Milestone/target achieved or exceeded	G

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OUTCOME 1: VIBRANT AND THRIVING TOWN CENTRES

Aim 1a: Continue to support the vitality of Bromley town centre, including through the delivery of the first phase of the Bromley Area Action Plan				
Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)
Select a development partner for Site G (Churchill Place) to bring forward a retail-led development in line with the proposals outlined in the Bromley Area Action Plan.	Kevin Munnelly	Identify and recommend a preferred development partner for Site G to the Council's Executive Committee by September 2013.	Officers are continuing to work with Muse Developments on agreeing a viable scheme proposal and partnering arrangements that will deliver the Council's objectives.	G
Deliver public realm improvements to Bromley North Village supported by an area based bid to Transport for London.	Kevin Munnelly	Complete the first phase of improvements to East Street and High Street North by Quarter 2.	First phase works are underway and on-schedule in East Street. However, the issue with the water main in the High Street has caused some programming issues. Thames Water will commence replacing the main from January 2014, which is scheduled to take 3 months. The remaining works are being reprogrammed to 'catch up' and to reduce the impact of road closures. Additional gangs will be utilised where possible and currently the scheduled finish remains as winter 2014.	G
Support the development partner Cathedral Group/ Land Group to develop Site C (Old Town Hall) for mixed	Kevin Munnelly Heather	Negotiate the terms of the lease and report to the Council's Executive Committee in Quarter 2.	Authority has been obtained to enter into the agreement for lease and exchange is expected imminently. Cathedral aim to submit their planning application within 6 months of entering	G

use (hotel and offices)	Hosking		into the conditional contract. They aim to open the hotel and conference centre in the Spring of 2016.	
Review land use options and resources for Site F (Civic Centre)	Kevin Munnelly Heather Hosking	Report on options for short term use of Anne Springman and Joseph Lancaster buildings to the Council's Executive Committee in July 2013.	A report on options for the short term use of Ann Springman and Joseph Lancaster blocks is being prepared.	A
Support Network Rail to implement public realm improvements at Site J (Bromley South Station)	Kevin Munnelly	Assess development potential	The development potential of the station site is being reconsidered as part of the Local Plan review, which will include supporting massing and viability assessments. The results of the review will form part of the Local Plan draft policies consultation which will commence in January 2014.	G
Create a welcoming strategy for Bromley Town Centre	Kevin Munnelly	Present designs for sign off by the Renewal & Recreation Portfolio Holder and Greater London Authority in Quarter 2.	The design stage has been completed and implementation begun.	G

Aim 1c:		Continue to support and develop the vitality of Beckenham		
Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)
Resubmit an application for funding to Transport for London to implement public realm improvements	Kevin Munnelly	Resubmit a bid to Transport for London for public realm improvements in Beckenham.	A bid was resubmitted. Officers are awaiting the outcome of the funding bid to the Transport for London Area Based Programme which is due to be announced in early December 2013.	G
Continue the delivery of a programme of environmental improvements in Beckenham town centre and implement in partnership with Beckenham Town Team.	Martin Pinnell	Work with the Town Centre Development Team to implement improvements to the town centre. Initial improvements to be implemented by end of August 2013.	Two new town signs were installed and a special launch event took place on 6 th July with the Mayor, local Councillors and the Member of Parliament in attendance. Officers have also been working towards launch of heritage trail and other improvements such as notice boards.	G
Aim 1d:		Promote and support the vitality of all town centres		
Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)
Explore the opportunities to support town centre partnerships to establish Business Improvement Districts in the borough.	Martin Pinnell	Undertake initial feasibility studies for establishing Business Improvement Districts in Beckenham and Bromley Town Centres. Report options and issues, including resource requirements by end September 2013	Feasibility work – involving analysis of business rates database for Beckenham and Bromley and some face to face interviews with key businesses – took place during July and August. A draft strategy for extending the BID approach to town centres, including options and potential costs, has been under development during September – with reporting to Renewal & Recreation Policy Development and Scrutiny Committee planned for November.	G

Continue to maintain and further improve the appearance, tidiness and quality of town centres	Martin Pinnell	Quarterly environmental monitoring visits to Beckenham, Bromley and Penge with issues tackled in conjunction with relevant Council colleagues.	In Beckenham, the Town Centre Manager facilitated the removal of shutter adverts stickers and has passed the issue to Street Scene enforcement to keep incidents down. The Town Centre Management also reported an increased number of rats on Beckenham Green which resulted in additional bating operations. Bromley Brush Up day took place in August involving volunteers from local businesses, churches and residents working with the local authority. In Penge increased litter noted and action taken in the form of a 'blitz' by environmental enforcement officers. New street bin will be introduced as part of the Local Parades Initiative. In Bromley, the Town Centre Manager supported the installation of an artificial lawn and responded to the vandalism of associated benches. A spate of graffiti was also reported which has now been resolved.	G
		Implement vinyl schemes to help improve the appearance of empty shop fronts, subject to external funding and monitor quarterly.	Monitoring of empty units and liaison with landlords and agents has continued.	G
		Investigate options for temporary use of empty shops and monitor quarterly.	Monitoring of empty units and liaison with landlords and agents on possible temporary uses continued.	G

Develop town centre partnerships	Martin Pinnell	Facilitate and support meetings, at least quarterly, of the Beckenham Town Team, Penge Traders Association and Bromley North Village town team. Assist the development of partnership activities.	In Beckenham, the Town Centre Manager supported the inaugural meeting of the new Beckenham Town Centre Team in September, and also worked with the Beckenham Business Association for their September meeting. The Penge Traders Association had two meetings during this quarter. The Town Centre Manager for Bromley maintained close liaison with Bromley North Village traders through the Town Team and Traders groups. A special meeting with traders regarding Bromley North Village works was facilitated in September.	G
		Develop a partnership steering group for Bromley Town Centre to incorporate key businesses, business groups and other town centre stakeholders. Inaugural meeting by to take place by end Sept 2013 – with quarterly meetings thereafter.	Invitations for the first key stakeholder meeting were dispatched in September – with the meeting itself taking place in October.	A

Aim 1e: Promote business investment and development, particularly in the borough's key commercial and industrial areas.				
Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)
Deliver an invest Bromley workshop to promote office accommodation in Bromley and to highlight Bromley as a business location.	Kevin Munnelly	Building on the success of the Invest Bromley event in 2011/12, deliver an event to raise the profile of Bromley as an office location on 17 th July, to coincide with the property agents workshop.	An event was delivered. The Development Control Committee at their October meeting approved a proposal to promote an Article 4 Direction on offices in Bromley town centre to restrict their permitted development right to convert to residential. It is proposed that the Direction should be applied to enhanced Business Improvement Areas centred around Bromley South and Bromley North Rail Station, where a majority of the Class A office floor space is located. It is proposed that these enhanced Business Improvement Areas will form part of a revised policy response which will form part of the Local Plan draft policies consultation which will commence in January 2014.	G
Encourage take up and reuse of commercial space in town centres	Martin Pinnell	Facilitate the Commercial Property Agents Forum at lease twice per annum.	Commercial Property Agents forum was delayed until October due to diary commitments of participants.	A
Work with business support agencies and private sector partners through the Economic Partnership to encourage and develop business support provision in the borough	Martin Pinnell	Facilitate meetings of the Economic Partnership four times per annum in April, July, October and January.	An Economic Partnership meeting took place in July with issues such as support for young people into employment and support for employers wishing to take on young people, inward investment and town centre development under discussion.	G

OUTCOME 2:		PROTECTION, CONSERVATION AND ENHANCEMENT OF THE NATURAL AND BUILT ENVIRONMENT		
Aim 2b:		Improve customer service through higher quality and speedier decisions on development applications		
Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)
Perform at a level which while acknowledges national targets in relation to the processing of planning applications, focuses on delivering a quality outcome for Bromley.	Jim Kehoe	<ul style="list-style-type: none"> Major applications: to determine 60% within 13 weeks of receipt Minor applications: to determine 65% within 13 weeks of receipt Other applications: to determine 80% within 8 weeks of receipt 	In quarter 2, 91% of major applications were determined on time; for major applications the target is exceeded.	G
			49% of minor applications and 63% of other applications have been responded to within the specified timeframe. The performance for those applications has not improved in the same way.	R
			This was due to the combined effect of significant staff turnover, a significant increase in workload and a greater priority and resource being given to customer telephone responses in this period. This outweighed the earlier improvements we made on validation. However, remedial action has been taken and validation rates are now improving.	R

OUTCOME 3:		ENHANCING OPPORTUNITIES FOR LEISURE, RECREATION, ARTS AND EMPLOYMENT AND SKILLS			
Aim 3a:		Identify further opportunities to modernise/improve the library offer			
Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)	
Develop the volunteer programme in libraries to provide added value to the library service.	Tim Woolgar	Increase the number of young volunteers participating in the Summer Reading challenge for 2013 and report on the increase in September 2013.	The number of volunteers assisting with the Summer Reading Challenge was doubled this year with 72 volunteers providing over 1500 hours over the summer.	G	
Explore opportunities to offer a broader range of services from libraries	Tim Woolgar	Work with partners to identify how Libraries can assist with the Council's channel shift priority and introduction of Universal Credit.	The Library Service is actively working with partner organisations and preparing to support the roll out of Universal Credit which has been delayed nationally from its original date of October 2013.	A	
Aim 3b:		Improve the borough's sports and leisure offer			
Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)	
Support communities, voluntary clubs and individuals in the development and planning of sports and physical activities and initiatives to raise the levels of participation and to contribute to healthy lifestyles	John Gledhill	Support Pro-Active Bromley to submit a bid to the Big Lottery Fund for a capacity building officer to support the work of Pro Active Bromley and support community and voluntary groups external grant applications. Facilitate quarterly meetings of Pro Active Bromley.	The bid to the Big Lottery Fund has been written and agreed. It is now planned to apply to Pro Active South London before Big Lottery Fund bid to secure match funding for the submission. Regular Pro Active Bromley meetings took place in this quarter to ensure the development of actions within the strategic framework.	G	

Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)
Develop proposals for Bromley Valley Gymnastics and Cotmandene sites	John Gledhill	Appoint external consultant to develop Business Plan during Quarter 2.	Officers are working with the Council's property division to appoint external consultants to develop feasibility proposals for the sites. It is now expected that this appointment will occur in Quarter 3.	A

Aim 3c: Develop the borough's cultural assets				
Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)
Develop detailed proposals for the restoration and development of Bromley Museum at the Priory, Orpington to support a successful second round application to the Heritage Lottery Fund	Hannah Jackson	Complete RIBA C (Outline Design) Review with appointed specialists and Heritage Lottery Fund by August 2013.	A review of the concept design proposals for the Priory Revisited project was completed with the Heritage Lottery Fund in September 2013. The review of the designs was positive with feedback stating that they would be favourably viewed. However a number of issues affecting project costs were identified and a confidential report was considered by the Executive Committee in October 2013 to determine the future direction of the project. The Executive requested that officers review the business case and provide some supplementary information at a future meeting in order that a fully considered and informed decision could be made.	G

Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)
Continue to explore opportunities for regeneration projects at Crystal Palace Park in discussion with the community and key stakeholders, including the submission of a first round application to the Heritage Lottery Fund.	Hannah Jackson	Submit a first round application to the Heritage Lottery Fund's Parks for People Programme in August 2013.	A first round application was submitted to the Heritage Lottery Fund in August 2013 and it is expected that the Council will be notified of a decision in December 2013. The total value of the project is estimated at £7.2m with partnership funding committed in principal by both the Greater London Authority and the Council. The project restores the legibility of the park, placing Sir Joseph Paxton's Central Axis as the focus. By re-uniting upper and lower areas, the project tackles the physical and visual barriers that currently blight the park, improving connections from park entrances and the many fragmented areas of character. By converting the large areas of car parking that currently dominate the centre of the park to green space, active park uses can return. Alongside this, heritage assets are revealed and a new visitor centre with gardens alongside provides a destination in the heart of the park. These facilities will improve provision for skills development and allow inspirational interpretation of the many historical, educational and horticultural layers accumulated over the park's 150 year history.	G

Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)
		Review a draft of the first round application with the Heritage Lottery Fund in July 2013.	Prior to submission, officers met with the London Development Manager and Senior Grants Officer at the Heritage Lottery Fund to review the first round application to ensure that the appropriate level of detail was provided in the application and to receive feedback on application proposals. This feedback was reviewed and accommodated within the bid to ensure that the application met the requirements of the Heritage Lottery Fund.	G
		Apply to formally commit the Greater London Authority's partnership funding: Round 2 – Quarter 2	Officers worked with Greater London Authority Officers to commit their partnership funding to the Heritage Lottery Fund scheme. This was committed in principle in July 2013.	G
		Facilitate the Crystal Palace Park Management Board to consider options for future management and regeneration in the park and hold quarterly meetings of Stakeholder Groups.	The Community Stakeholder Group met on 12 th August and on 19 th September. Discussions focused on the news reported in July that an investor was interested in Crystal Palace Park in addition to discussion around the recruitment of replacement members for their group. The Heritage and Environment Stakeholder Group met on 18 th July to review progress with the Heritage Lottery Fund application, discuss a community project to record oral histories relating to the Crystal Palace Subway and to support the creation of a Friends of the Dinosaurs Group who are looking at the on-going conservation needs of these historic models and at ways of raising funds.	G

			<p>The Site Management Stakeholder Group met on 19th July to review the Heritage Lottery Fund proposals.</p> <p>In addition to this, several briefings were facilitated for stakeholders, including neighbouring Borough Councils, in response to news that the ZhongRong Group were in early discussions with the Greater London Authority and the Council in respect of Crystal Palace Park.</p>	
<p>Develop proposals for a Battle of Britain Heritage Centre at Biggin Hill</p>	<p>Colin Brand</p>	<p>Identify design options for the development of a Heritage Centre at Biggin Hill Airport and analyse cost implications and sustainability of these options.</p> <p>Report on options to the Council's Executive Committee in July 2013.</p>	<p>Further details on the proposals from the Airport and the Supports Club are required and have been requested. Once these have been received a report will be drafted setting out the options for consideration by the Executive Committee.</p>	<p>A</p>

OUTCOME 4:	SUPPLY GOOD QUALITY AFFORDABLE HOUSING THAT BEST MEETS LOCAL STATUTORY AND PRIORITY HOUSING NEEDS
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Aim 4a: Produce a Housing Strategy setting out the Council's Housing objectives over the next 5 years				
Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)
Produce and maintain the new London Borough of Bromley Housing Strategy	Kerry O'Driscoll	Produce a final draft of the key themes document and complete consultation on the document by the end of Quarter 2.	A Member Group meeting was held on 23 rd July and draft housing framework document developed subsequently. A further Member Group meeting was undertaken on 9 th October to consider contents of draft in detail.	G
Work with the Council's Housing development partners to deliver the Council's strategic housing objectives.	Kerry O'Driscoll	Develop review criteria and set up meetings for review during Quarter 2.	Procurement and legal advice sought to inform the nature of meetings. Subsequently, Chief Executives of each Registered Provider with significant stock or a development programme within the Borough and development partners have been invited separately to informal discussions with lead members and senior housing staff. The meetings (to be held in Quarter 3) will consider shared commitments to the provision of housing that reflects local housing requirements, and more specifically will cover intermediate housing, temporary accommodation, lettings and stock management, and future development and investment.	G

Aim 4b: Encourage the supply of good quality affordable housing that best meets local, statutory and priority housing needs				
Action	Lead Officer	What we said we would do in Quarter 2:	Progress Update	RAG Status (if applicable)
Allocate housing capital funds	Kerry O'Driscoll	Seek necessary internal approvals for allocating Payment In Lieu (PIL) monies. Seek strategic approval from the Care Services Policy Development and Scrutiny Committee and the Environment Portfolio. Seek final approval to proceed from the Executive & Resources Policy Development and Scrutiny Committee and the Executive Committee during Quarter 2.	Approval was granted by Executive for allocation of £1million for residential property acquisitions to be used as temporary accommodation and help to offset nightly paid accommodation costs. Delegated authority was granted for the Directors of Finance and Transformation & Regeneration, in consultation with Resources Portfolio Holder, to approve individual purchases as they arise. A corporate officer acquisitions project group now taking forward the process of indentifying, inspecting and pursuing suitable properties. Feeding back to the Renewal & Recreation Portfolio Holder on progress on a monthly basis.	G
Seek to secure alternative forms of accommodation to reduce the reliance on nightly paid accommodation.	Kerry O'Driscoll	Work strategically with Registered Providers to minimise affordable stock disposals on an ongoing basis – progress to be reported quarterly.	A meeting with Registered Providers was hosted at the end of September to discuss their proposed asset management and investment strategy. Further dialogue on options regarding stock disposal and reinvestment is to continue in Quarter 3.	G

Pursue affordable housing funding opportunities available from Government Agencies ensuring that new housing investment from external sources reflects strategic housing objectives	Kerry O'Driscoll	Report to the Council's Executive Committee advising of consultation process on external funding by the end of Quarter 2.	This has been postponed as this process will now be covered by a future report to the Executive when seeking approval for the 2014-17 Housing Strategy. This report is anticipated to go to the Executive on 2 nd April 2014.	N/A
Work closely with the Housing Needs Division to ensure that new affordable housing supply reflects local strategic housing objectives.	Kerry O'Driscoll	Explore new housing opportunities that generate supply to assist in meeting the Council's statutory housing duties – progress to be reported quarterly.	Options for converting various Council-owned sites or buildings to temporary accommodation were assessed alongside other options for use. A decision is expected to be taken by Resources Portfolio holder in Quarter 3.	G
Implement new Trading Account arrangements and continue to pursue new opportunities to maximise income	Kerry O'Driscoll	Explore feasibility of options, seeking necessary approvals as required and implement agreed options – to be monitored on a quarterly basis.	Trading account arrangements are now being implemented as agreed.	G