

*DRAFT FOR CONSIDERATION BY E& R PDS COMMITTEE ON 27TH MARCH 2014*



# **Policy Development & Scrutiny Annual Report 2013/14**

**For submission to Full Council on 14<sup>th</sup> April 2014**

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# 1. Foreword

- 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 for 2013/14, which summarises the work that has been carried out by the Committees during the Council year.
- 1.2 We have again conducted a most challenging budget process this year against the backdrop of a reducing local government settlement. The task of finding the significant budget savings demanded by the Government has again dominated the Committees' activities and it is very pleasing to report that they rose to the challenge and achieved the necessary cost savings, which allowed the Council to formulate a broadly neutral budget for 2014/2015 and introduce measures to reduce the "budget gap" in 2015/16 without significantly impairing the delivery of frontline services. It has also allowed the Council to freeze council tax for the coming year.
- 1.3 The continuing squeeze in the Government's funding support for local councils and the ongoing cost pressures faced by Bromley Council have opened a significant funding gap of over £50 million, which has to be closed by 2017/18. This is a serious challenge as there are not many further efficiency savings which can be made in the present set-up.
- 1.4 Considerable changes to the Council's organization are under way, which should produce cost savings, but in themselves will not be enough to bridge that gap. Difficult decisions will now need to be made about the type, manner and delivery of Council services in order to close this gap. The ongoing drive by the Government to reduce the deficit and its aim to generate a surplus by 2020, including the funding of potential tax cuts, means that the Council's funding situation cannot be expected to improve in the short to medium term, rather the opposite, despite a general recovery in economic activity in the country.
- 1.5 The challenge for Bromley Council is therefore on the one hand to continue to reduce its cost base and on the other hand the urgent need to develop compensatory income streams, whilst continuing to deliver essential services. Generating new income streams will take time to bear fruit and the Council is conscious that this must be pursued with vigour.
- 1.6 The role of the PDS Committees will remain critical for contributing to achieving the changes, which are required, in order to ensure that we continue to deliver the best possible services to the residents of Bromley whilst retaining one of the lowest Council Tax levels.
- 1.7 All PDS Committees deserve praise for having achieved their targets and I would like to thank all committee chairmen, members, and the Council's officers for their diligence and hard work in finding practical solutions, which ensure 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 2013/14



Cllr Eric Bosshard  
Executive & Resources



Cllr Pauline Tunncliffe  
Care Services



Cllr Nicholas Bennett JP  
Education



Cllr William Huntington-Thresher  
Environment



Cllr Kate Lymer  
Public Protection and Safety



Cllr Ian Payne  
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 and successive legislation. 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)
- Care Services
- Education
- Environment
- Public Protection and Safety
- Renewal and Recreation

3.3 In addition to these Committees there are two PDS Sub-Committees:

- Education Budget Sub-Committee
- Health Scrutiny Sub-Committee

Although they have no decision-making powers, PDS Committees and Sub-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, budgets 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 re-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 At the time of writing, no call-ins have been made during 2013/14. 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 Mellor

### **Introduction**

- 4.1 In 2013/14 the Committee held 8 scheduled meetings and additional working group meetings. The regular meetings were timed to precede the Executive's meetings so that its decisions could be scrutinised. One policy development meeting was dedicated to a Financial Seminar in July 2013 by the Director of Finance to keep members informed of the general financial situation affecting the Council and the changes in local government finance and health provision introduced by the central Government. Another meeting was held at which the Director of Finance presented the Council pension scheme.

### **Scrutiny of the Executive and the Resources Portfolio Holder**

- 4.2 The Committee's principal role is to pre-scrutinise the decisions of the Executive and the Resources Portfolio Holder. This Committee has worked diligently to discharge its obligations and the workload of some meetings has been heavy.
- 4.3 The 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 pertinent for keeping members of the Committee up to date with the changes, developments and challenges faced by the Council and I would like to thank the incumbents for their valuable contributions.
- 4.4 The Leader of the Council and the Resources Portfolio Holder have attended all our meetings and senior officers have been in attendance to answer questions on matters in their areas of responsibility. I would like to thank them all for their assistance and diligence.

### **Review of Council Activities**

- 4.5 The Committee reviewed the operation of section 106 agreements, the performance of the revenue, housing and council tax benefit services, the disposal of various surplus assets, care services contracts and gateway reviews, the purchase of investment properties, the administration of public health contracts, and reports from the Audit Sub-Committee. It monitored the Council's budget and capital programmes, the provision of environmental and building services, Beckenham town centre improvements, the Orpington Priory upgrade, repairs to Anerley Town Hall, and the proposed Queens Gardens restaurant development. It scrutinised the proposed Bromley Local Plan, the activities of the HR department, plans for the implementation of the Council Tax support scheme and issues concerning homelessness, the Council's insurances and the performance of the Youth Employment project. It received reports from the Cost and Charges Working Group, a progress report from the New Technology Working Group and proposals for Councillor IT and telephone support services, and updates on developments in Public Health.

## **Policy Development and Working Groups**

- 4.6 We again held a Finance Seminar this year to update members on issues which affect the Council's finances and its ability to continue to fund essential activities and services. This seminar was presented by the Director of Finance and was very successful.
- 4.7 A seminar on the Council's pension scheme was also held in order to inform members about the issues and challenges faced by the scheme, which has a significant funding requirement. Following the actuary's review of the scheme later in the year, a proposal by the Pensions Investment Sub-Committee on how to deal with the scheme's funding issues was reviewed.
- 4.8 The Committee scrutinised many care services proposals, discussed and agreed the implementation of a Youth Employment contract, and the Council's procedures for calculating costs and charges.

## **Conclusions**

- 4.9 This Committee has scrutinised the Executive's and the Resources Portfolio Holder's decisions and reviewed many aspects of the Council's business. The Government's austerity drive has continued unabated and has impacted on the Council's finances. The task to find the significant savings necessary to balance the Council's budget has again been the dominant challenge this year. It is very pleasing to report that the Council has managed to stay within budget in 2013/2014 and has succeeded in formulating a broadly neutral budget for 2014/2015 and introduce measures to reduce the "funding gap" in 2015/16, without significantly impairing the delivery of frontline services.
- 4.10 Looking ahead, the continuing reduction in the financial settlement from the Government and on-going cost pressures on the Council have opened a significant funding gap over the next four years, which it will be challenging to close. Difficult decisions will now need to be made about the type, manner and delivery of Council services in order to close this gap. In order to assist in providing sustainable financial solutions we will continue to explore opportunities to review radically service provision, seeking opportunities for income maximisation, mitigate against future cost pressures, explore wider partnership opportunities including community budgets, and prepare for a different organisation in the future with overall resources reduced.
- 4.11 Following persistent lobbying by Bromley Council and others, the Government agreed to incorporate the council tax freeze grant into the revenue support grant and to defer a further funding cut, allowing the Council to freeze council tax for 2014/15. We will continue to support any ongoing "lobbying" for a better financial settlement for Bromley residents

**Councillor Eric Bosshard**  
**Chairman, Executive & Resources PDS Committee**



## 5. Report from Care Services PDS Committee

**Chairman:** Cllr. Pauline Tunnicliffe  
**Vice-Chairman:** Cllr. David Jefferys

### Introduction

5.1 The Committee have met four times this year with a final meeting to be held on March 11<sup>th</sup> 2014. It has been a particularly challenging year for the Care Services PDS with particular pressures in Adult Social Care, Housing and Children's Social Care.

5.2 Significant changes are taking place in Adult Social Care with the service being redesigned into three main areas - assessment and quality assurance, commissioning and delivery. Tremendous growth has been seen in homelessness within Bromley and we have yet to see the full impact of welfare reform. All children and young people will have an individual Education, Health and Care Plan under reforms in Children's Social Care.

5.3 Our key role has been to contribute to policy development and to scrutinise the decisions of the Executive and the Portfolio Holder through the Portfolio Plan.

### 5.4 Care Services – Key areas

- Review of Partnership Arrangements
- Welfare Reform changes and impact
- Tackling Troubled Families
- Updates on Pathfinder Project
- Short breaks for children with disabilities
- Looking at the impact of the changes to the Citizens Advice Bureaux
- Financial implications of changes to Youth on Remand
- Strategy for Social Care Recruitment and Retention
- Impact of the Care Bill
- Day Care Opportunities & Respite for Older People
- Services for people with Learning Disability (supported living, day opportunities and employment schemes)
- Future of Nursery Provision
- Monitoring of Domiciliary care, Care Homes and Children's Placements
- Contract Activity Reports
- Report from the Mobility Forum on the work undertaken during 2013/14

### 5.5 Consideration of the following Annual reports

- ECHS Complaints 2012/13
- Bromley Safeguarding Children's Board 2012/13
- Corporate Parenting 2012/13
- Independent Reviewing Officer
- Annual Fostering Statement of Purpose
- Bromley Adoption Agency
- Fostering Panel

- Bromley Safeguarding Adults Board
- Substance Misuse Annual Report 2012/13

5.6 Consideration also of Briefing papers containing information to help Members with their background knowledge.

### 5.7 **Contracts**

Award for Supported Employment  
 Tenancy Support contracts across a range of vulnerable groups  
 Awards Spots - community based services  
 Children and Adolescent Mental Health Issues  
 Public Health Health-Check and Weight Management projects

### 5.8 **Housing**

Annual Performance Report and Updates 2013/14  
 Social Housing Fraud Initiative Grant  
 Temporary accommodation  
 Access to the private rental sector  
 Housing options and homelessness prevention

Significant work has been undertaken to progress all priority areas, however, the continuing high volume of statutory homelessness and emerging impact of welfare reform together with the shortage of affordable housing have impacted on the number of households in temporary accommodation exacerbating budgetary pressures.

### 5.9 **Budget**

Challenging targets have been set by members and officers continue to review contracts to ensure that they deliver in the most cost effective way to generate budget savings whilst protecting key services.

### 5.10 **Questions**

The Committee welcomes and has answered all questions from members of the public.

### 5.11 **Conclusion**

Finally I would like to thank all Members of the PDS for their commitment to Bromley Care Services, particularly my Vice-Chairman Councillor David Jefferys who has been extremely supportive. His knowledge of the Health Service has proved invaluable to the work of this Committee. It has been a great pleasure and most interesting to be Chairman of Care Services this year. I would also like to thank the Director, the Assistant Directors and particularly Angela Buchanan for their expertise and patience. Also, Helen Long and all supporting officers/NHS staff who write the reports and attend meetings.

## **Health Scrutiny Sub-Committee of the Care Services PDS Committee**

- 5.12 Terms of Reference were confirmed. The Committee has met twice this year with a final meeting in April due to additions to the work plan.
- 5.13 The first meeting in October had presentations from Public Health England and NHS England, also Dr Lemic and Dr Bhan gave presentations on the priorities and challenges faced locally due to the impact of change at National level.
- 5.14 A good debate took place followed where members raised some concerns in some areas, for example the 111 service. The future work plan will keep members updated of progress.
- 5.15 The Executive Medical Director of Kings College Hospital gave a presentation on improving quality at the PRUH. He also gave an update on the future plans for Orpington hospital.
- 5.16 The Committee agreed the recommendations for the Contract for Intermediate Care.
- 5.17 In January, a meeting was held with members of the Health and Wellbeing Board primarily for an update on Urgent Care performance at the PRUH. Unfortunately, the CQC held a summit on the same day and therefore no one was able to attend from Kings. Dr Bhan updated the Committee with regards to the Clinical Commissioning Group and answered questions from members. There was also an update from the Promise Programme which is proving to be a success.
- 5.18 An e-mail was sent to Kings requesting their presence at the PDS in March for an update on the PRUH. Three representatives have confirmed that they will be attending. The Committee will continue to scrutinise the A&E performance at the PRUH as over the last quarter this has been at levels below the agreed performance level, with some very significant daily and weekly fluctuations.

**Councillor Pauline Tunnicliffe**  
**Chairman, Care Services PDS Committee**



## 6. Report from Education PDS Committee

**Chairman:** Cllr. Nicholas Bennett JP  
**Vice-Chairman:** Cllr. Neil Reddin

- 6.1 The overall objective of the Education PDS Committee for 2013-14 was, as in the previous year, improving pupil, school and governance performance. To this end the Education PDS Committee had, at each of the five meetings, a report on Ofsted inspections and where necessary the steps being taken by schools to respond to matters highlighted in the inspections. The Education PDS Committee commissioned a number of reports to assist its work in this field, including an updated risk analysis based on a wide range of data on each school. The School Governance Working Group was reconvened and its conclusions for improving the work of Local Authority Governors are to be considered shortly by the Education PDS Committee.
- 6.2 The Education PDS Committee also considered, with members of the Public Protection and Safety and Renewal and Recreation PDS Committees, a report on those young people 'not in education, training or employment' (NEET). The Committee Members were impressed by the wide range of targeted opportunities that are being provided for this group and the substantial reduction in young people in the Borough with no purposeful employment. The Education PDS Committee also received a report on the progress of young people looked after by the Local Authority, although due to the small number of Looked After pupils in Year 11 no meaningful conclusions could be made.
- 6.3 The Education PDS Committee's second objective was to encourage schools to become academies and for there to be an expansion of pupil places across the Borough to meet rising pupil numbers over the next few years. Significant progress has been made with supporting schools to move to academy status, and by the end of the academic year the majority of schools in the Borough will be academies. A number of primary schools have had expansion plans approved and four 'free schools' have been approved by the Secretary of State for Education. Positive discussions with the Catholic Archbishop of Southwark (Rt. Rev Peter Smith) took place at Bromley Civic Centre, and it is hoped that a Catholic Secondary School can be established in time for the 2016-17 academic year.
- 6.4 As schools convert to academies, the Local Authority is considering its future role as an education authority. Although it will cease to have operational control for the Borough's schools, it will still have more than 250 statutory responsibilities including pupil place planning, child safeguarding and school improvement. In July 2013, the Full Council, having received a report on the future role of the Local Authority in education services, agreed the Education PDS Committee's landmark '*Education Covenant*' – the first in the UK. The Education Covenant sets out what the local community has a right to expect from everybody involved in education and what the community may also contribute.
- 6.5 One of the key changes which this new role brings is a radical re-examination of the traditional service provided by the Education, Care and Health Services Department. Should the Education Service continue to be provided by the Local Authority or be undertaken by contract by other providers? To establish whether they can be run at

lower cost whilst at the same time maintaining and improving standards of service, a market testing review is taking place. Before any decisions are taken, the Education PDS Committee has committed to a full public consultation and debate on the findings, and has made clear that better value for taxpayers' money means provision as good as or better than already in place, or it will not be considered better value.

- 6.6 Two key areas of current provision have been subject to scrutiny by the Education PDS Committee - the Pupil Referral Service and the Bromley Adult Education College. The Pupil Referral Unit is converting to academy status, and it is hoped will be run by Bromley College of Further and Higher Education from September 2014. The Council's 17 Education Commitments includes support for 'Lifelong Learning' and the key role of adult education, and in the coming months it too will be market tested.
- 6.7 As a result of a review by the New Technology Working Group which showed that applications for school places were largely paper-based and that only 26% of applications were made online, the Education PDS Committee placed great emphasis on channel shift to computer-based applications and in the current year 96% of Primary admission applications and 94% of Secondary admission applications were made by this route.
- 6.8 The Education PDS Committee has also kept child safeguarding, the Special Educational Needs Pathfinder project, literacy in early years and provision of speech and language therapy under close review. Areas which will be examined in the remainder of the municipal year include children's Special Educational Needs transport and education welfare and truancy.
- 6.9 The Education PDS Committee has expressed its concerns about the Darul Uloom School in Chislehurst which has been judged 'inadequate' by Ofsted. Representations have been made to the Department for Education on the Local Authority's behalf by the Leader of the Council.
- 6.10 This brings to an end the second report of the Education PDS Committee and the current Council. I should like to pay tribute to all the Members of the Education PDS Committee for their dedication and harmonious co-operation. I also thank Councillor Neil Reddin for his support as Vice-Chairman and Chairman of the Education Budget Sub-Committee, and Councillor Sarah Phillips for chairing the School Places Working Group. The Education PDS Committee also places on record the work of Dr Tessa Moore, Assistant Director: Education, who retired in October, her successor Jane Bailey, Interim Assistant Director: Education, Terry Parkin the Executive Director: Education, Care and Health Services, and all his staff. Finally none of our work would have been possible without the cheerful and efficient hard work of our committee clerk, Kerry Nicholls.

**Councillor Nicholas Bennett JP**  
**Chairman, Education PDS Committee**

## 7. Report from Environment PDS Committee

**Chairman:** Cllr. William Huntington-Thresher  
**Vice-Chairman:** Cllr. Samaris Huntington-Thresher

### 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, parking facilities, and parks provision, are all considered important by residents.

### Scrutiny of the Portfolio Holder and Executive

- 7.2 The Committee seeks to fulfil this role through:
- Scrutiny of the draft Environment Portfolio Plan, followed by a mid-year review of progress.
  - Regular monitoring of service performance.
  - Pre-decision scrutiny of relevant Portfolio Holder and Executive decisions.
  - Budget monitoring and scrutiny of budget proposals.

### Development of the Environment Portfolio Plan

- 7.3 The Committee considers the Portfolio Plan to be an important document, highlighting to residents the importance of environmental services and showing how value for money is delivered. The Committee contributes to the Plan as part of its policy development role, ensuring that recommendations from the Committee itself and its working groups are taken forward. During 2013/14 these included:
- Improved street cleaning methods following the review of service performance in January 2013
  - Expanding the green garden waste collection scheme
  - Introduction of Fixed Penalty Notices for littering and dog fouling
  - Implementation of the street lighting replacement 'invest to save' programme
  - A revised approach to highways planned maintenance methods, as recommended by the 2012/13 transport and highway assets working groups

### Review of the Environment Portfolio Plan

- 7.4 The Committee combines scrutiny of the Portfolio Holder and the Portfolio Plan at the mid-year and end-of year review points, focusing on progress in implementing the Plan. Specific issues discussed with the Environment Portfolio Holder last year included:
- Kerbside collection of textiles for recycling – this was being investigated to find the most suitable method. In the interim, bring-banks were being successfully used.

- Leaf Clearance – Bromley has more street trees than other boroughs. Leaf collection depends on when particular trees shed their leaves, and a flexible approach is needed with extra crews brought in when and where needed.
- Street Lighting replacement Invest to Save scheme - Project management had been tightened up and a project board put in place chaired by the Environment PDS Chairman to oversee progress. 100 columns per month were now being replaced, ensuring that installation did not run too far ahead of electrical connections. The aim now is to complete each new column within 10 working days. Since the start of the year over 2,000 columns had been installed.

## **Budget Monitoring**

7.5 During the year the Committee identified a number of priority budget issues.

- Residents are recycling smaller quantities of paper than previously, reducing the Council's income. The cause is likely to be increased use of the internet for communication and media.
- Storm damage has increased tree maintenance and replacement costs and required additional street cleaning, following the St Jude's and Christmas storms.
- The Environment Agency has advised that leaves swept from roads should not be composted, due to concerns about contaminated material entering the food-chain. This has reduced compost income. The Council has lobbied on this issue, supported by evidence from testing.

## **2014/15 Budget Consultation**

7.6 In considering the 2014/15 budget proposals, the Committee focussed on:

- The successful Green Garden Waste collection scheme - a marketing campaign should start in spring 2015. Collection is likely to expand, financed by income from new customers
- Budget pressures faced by waste services include the impact of landfill tax and a recent upturn in household waste quantities
- The potential impact of Government proposals to prevent camera enforcement of parking. This had been the subject of recent consultation and the Council had responded, focussing particularly on the need to ensure safety around schools

## **Major topics addressed by the Committee during the year**

7.7 The PDS Committee devotes significant time to pre-decision scrutiny of major decisions.



## **On-Street Enforcement**

- 7.8 The Committee has kept under review the effectiveness and viability of the pilot enforcement service serving fixed penalty notices (FPNs) for littering offences. It supported a budget neutral service, and a proposal to review the service to integrate it more closely with street cleaning and environment enforcement.

## **Implementation of the Flooding and Water Management Act 2010**

- 7.9 The Committee reviewed the Council's strategic role as Lead Local Flood Authority (LLFA) in managing local flood risk, and considered planned activities for the coming year. Committee endorsed a £220k programme of activity, with a further £33k reserved to meet new responsibilities for drainage.

## **Friends Annual Report**

- 7.10 The Committee was updated on work carried out by the Council in partnership with Friends Groups. The Committee recorded its thanks to Friends Groups for their contribution; and acknowledged the significant difference that their work makes to the borough.

## **Street Environment Contract Review**

- 7.11 In addition to pre-decision scrutiny of recommended contract awards, the Committee carries out detailed reviews of existing contracts. This year's main review focused on the street cleaning contract. The Committee interviewed senior managers from Kier, the Council's contractor. Improvements in tackling overflowing litter bins, and the cleaning of rural roads, were noted. A postal survey across the borough, carried out in August 2013, had shown a high level of satisfaction with street cleanliness.
- 7.12 A programme of deep cleansing was being provided, along with targeted weekend road channel cleaning for streets with heavy weekday parking. Heavy leaf fall had been experienced following recent prolonged rain, requiring the use of heavier sweeping machines to clear gutters and road gullies. The contractor expected to clear all residual leaf fall waste by early February 2014.
- 7.13 The Committee received an update on the 'linkage' pilot scheme involving residents associations in Shortlands Ward, which was taking forward greater community engagement. Sharing local intelligence was working well and residents had been able to highlight street sweeping issues.

## **Traffic Schemes**

- 7.14 The Committee regularly reviews traffic schemes before implementation. Some schemes address local safety or parking issues; others contribute to the Council's priority of reducing traffic congestion in the borough. Review by the PDS Committee ensures that a consistent approach to these issues is taken across the borough.

### **Parking Working Group**

- 7.15 Membership: Councillors William Huntington-Thresher; Samaris Huntington-Thresher; and Julian Grainger.
- 7.16 The Working Group met to examine the progress of the new shared service with LB Bexley, future development of the service, and the effectiveness of debt collection. The Working Group also reviewed Bromley's approach to parking concessions for motorists with disabilities and health problems.

### **Highway Assets Working Group**

- 7.17 Membership: Councillors William Huntington-Thresher, Adams, Ellis and Samaris Huntington-Thresher
- 7.18 The Working Group met to help develop a revised policy for the treatment of vehicle crossovers and hard footway verges during planned maintenance schemes.

### **Local Investment Plan (LIP) Working Group**

- 7.19 Membership: Councillors William Huntington-Thresher, Ellis, Grainger and Milner
- 7.20 The Working Group met to consider proposed revisions to the draft LIP Delivery Plan for 2014/17.

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

## 8. Report from Public Protection and Safety PDS Committee

**Chairman:** Cllr. Kate Lymer  
**Vice-Chairman:** Cllr. Gordon Norrie

### Introduction

8.1 The Committee met 5 times this municipal year. Alongside the elected Members on the Committee we also have co-opted members representing the Bromley Community Engagement Forum, the Bromley Federation of Residents Associations, Bromley Neighbourhood Watch, Bromley Victim Support and Bromley Youth Council.

### Policy Development & Scrutiny

8.2 During the year the Committee reviewed various services and initiatives as well as decisions by the Executive and the Public Protection & Safety Portfolio Holder.

8.3 Key areas scrutinised by the Committee this year were:

- The Portfolio Plan
- Budget Monitoring
- Food Safety Service
- Proposed Fees for Animal Boarding & Riding Establishments and Stray Dogs
- Portfolio Holder Initiative to increase Enforcement Activity against those who commit Enviro Crime offences
- Scrap Metal Dealers Act 2013
- Summer Diversionary Activities
- Financial Implications of Changes to the Youth Remand Framework
- Domestic Abuse Perpetrator Programme
- Safer Neighbourhood Boards & Safer Bromley Partnership Strategy Group
- Capital Bid for the CCTV Control Room
- The Draft 2014/2015 Budget
- Proposed Joint Mortuary Service with London Borough of Bexley

8.4 Updates were received on the following:

- A Police update received at every meeting by either the Borough Commander or Deputy Borough Commander
- MOPAC Crime Prevention Fund
- Bethlem Royal Hospital Update, given by the Medical Director of SLaM
- Bromley Youth Council Manifesto
- Waste 4 Fuel Ltd
- Enforcement Activity
- Duke of Edinburgh Awards
- Bromley Safeguarding Adults Board Annual Report
- Crime Summit
- Targeted Action Project in Mottingham

- Tackling Gangs in Bromley
- Annual Update on the Bromley Youth Offending Team Partnership
- Annual Update on Substance Misuse
- Operation Payback
- Annual Update on Youth Services

8.5 Presentations were given to the Committee by:

- The Environment Agency – regarding Waste 4 Fuel Ltd
- Crown Prosecution Service
- Bromley Neighbourhood Watch
- Bromley Ambulance Service

### **Budget Savings**

8.6 For the year 2013/14 savings totalled £351k. For the year 2014/15 further savings of £175k have been identified.

### **Community Safety Funding**

8.7 The Department has secured £1.2m of MOPAC (Mayor's Office for Policing and Crime) grant monies over the next four years. The total for the year 2013/14 was £278k.

8.8 The projects and initiatives that are being funded are:

- **Domestic Abuse and Violence against Women and Girls** – a wide range of projects and interventions in partnership with Victim Support to reduce the harm caused by domestic abuse and violence against women and girls within Bromley including multi-agency drop in advice service, education and skills courses to raise self-esteem and assertiveness, and a project for male perpetrators challenging abusive beliefs and behaviours.
- **The Safer Bromley Van** - providing home security measures for victims of crime and vulnerable residents.
- **Community Safety Mentoring Programme** - extending the existing Community Safety Mentoring Programme (CSP) which targets those young people identified as being most at risk of developing criminal and antisocial behaviours.
- **Anti-Social Behaviour Initiatives** – Including a targeted neighbourhood noise enforcement programme and 'Operation Crystal', sixteen 'hot spot' antisocial behaviour multi-agency operations in areas identified in conjunction with the Police and other partners.

### **Police**

8.9 The Met's new 'Local Policing Plan' went live in September. During our Police Update at every meeting the Committee robustly scrutinised the transition process and continue to monitor the new arrangement. The new model divides our borough into 4 'neighbourhoods' – North East, North West, South East and South West. Each neighbourhood has one Inspector who will have the flexibility to direct officers to

where they are needed un-restricted by ward boundaries. Concerns remain around certain Police Stations and Front-Counters having been closed and sold, and the Committee continues to scrutinise the Police about this issue.

### **Safer Neighbourhood Board**

- 8.10 In his Manifesto for the 2012 election Mayor Boris Johnson stated that he will; “Establish Safer Neighbourhood Boards in every borough giving local Londoners and victims a greater voice”. In Bromley this has resulted in the Bromley Community Engagement Forum being dismantled and being incorporated into the SNB. The ‘Safer Bromley Partnership’ is now smaller, more strategic, meets less frequently and renamed ‘Safer Bromley Partnership Strategy Group’. The Committee evaluated the proposals for Bromley alongside MOPAC guidance.

### **Joint Mortuary Service with Bexley**

- 8.11 The current arrangements for the provision of Mortuary Services for the London Borough of Bromley has come to an end. The Committee agreed and supports the proposal to discuss utilising a contract placed by the London Borough of Bexley as an alternative to the re tender process on the open market.

### **Enforcement Initiative**

- 8.12 The Committee agreed to support an increase in enforcement activity targeting Enviro Crime types offences. Enviro Crime activities such as fly tipping, littering, graffiti and dog fouling cost Bromley a significant amount of money per annum. This is a joint initiative by the Public Protection & Safety Portfolio Holder Cllr Tim Stevens and the Environmental Services Portfolio Holder Cllr Colin Smith aimed at sending out a strong message to offenders and acting as a deterrence.

### **Oral Presentation by the Environment Agency**

- 8.13 Members received a presentation by two Managers from the Environment Agency concerning the Waste 4 Fuel site at Cornwall Drive, Orpington. Members of the Committee and visiting Members from Cray Valley West ward asked many questions and conveyed to the EA that they felt very disappointed that the situation had continued to for so long.

### **Scrap Metal Dealers Act 2013 – Fees**

- 8.14 This Act replaced the previous registration system for scrap metal dealers and establishes a new licensing regime administered by local authorities with every scrap metal dealer required to have a licence. Operation without a licence is a criminal offence with the definition of a scrap metal dealer now including motor salvage operators. The Act also creates a site licence, a collector’s licence and mobile collector’s licence, to operate in the area of the local authorities. The Committee debated and agreed which fees for each licence would be set.

## **Proposed Fees for Animal Boarding & Riding Establishments Licences and Stray Dogs**

- 8.15 The Committee supported proposals for a revised fee structure for animal boarding and riding establishments to make them fairer. The new fee structure proposed a basic fee element common to all businesses plus an additional fee per head of animal. The proposed fees structures would achieve a wider spread of fees which more fairly reflects the number of animals involved.
- 8.16 Members also supported proposals related to Stray Dog Fees. Fees were rationalised to a flat fee of £100 for the collection and return of a dog making the fees fair and in line with neighbouring London Boroughs, replacing a more complicated arrangement where fees were inconsistent.

## **Food Safety**

- 8.17 The Committee scrutinised and supported the Annual Food Safety Service Plan. The Committee agreed that the risk to the residents of Bromley was too great to shrink the Food Safety Team any further, and conveyed that they didn't want to get into the mess that Bexley has after cutting too far resulting in them having the worst Food Safety Team in England.

## **Visits by Members**

- 8.18 Visits have been made by Committee members and other Councillors to Bromley Ambulance Station on Bromley Common, London Ambulance Control Room at Waterloo, and the Bromley Youth Offending Team. Arrangements are being made for the Committee to visit the Metropolitan Police Headquarters in Lambeth.
- 8.19 Lastly I would like to thank all members of the Committee for their hard work and excellent input this municipal year to our meetings, which was reflected in their high attendance to our Member visits during this year.

**Councillor Kate Lymer**  
**Chairman, Public Protection and Safety PDS Committee**

## 9. Report from Renewal and Recreation PDS Committee

**Chairman:** Councillor Ian F Payne  
**Vice-Chairman:** Councillor Julian Bennington

- 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. Alongside the elected Members on the PDS Committee we were also pleased to welcome a co-opted member from the Bromley Youth Council, Mr Ross Stanford.
- 9.2 The committee have monitored performance against the Renewal and Recreation Department's Building a Better Bromley priorities, namely
- Vibrant, thriving town centres
  - Protection, conservation and enhancement of the natural and built environment
  - Enhanced opportunities for leisure, recreation and the arts, and employment and skills
  - Supply good quality affordable housing that best meets local statutory and priority housing needs.

### **Economic Development**

- 9.3 The Government has provided new financial incentives impacting on the way Local Government will be funded in the future. It has introduced reforms to the collection and spending of business rates, with a focus on local retention (30%) to incentivise local authorities to financially bolster their economy and business rates base. In response to this and wider Planning issues, the council commissioned a study by G L Hearn Ltd (GLH) into the potential land use options for stimulating the economy in Bromley. This was aimed both at creating employment and economic growth and with increasing business rates through commercial development.
- 9.4 The main preferred option for the three growth areas suggested and agreed were Bromley Town Centre, Biggin Hill and the Cray Business Corridor.

### **Town Centre Developing and Planning**

#### **Site A: Bromley North**

- 9.5 The Council has received the judgement with regards the Statutory Challenge to Policy OSA. An Order was issued that quashes Policy OSA in its entirety. It requires the Council to prepare, publish, consult upon and promote a new policy for the OSA site. It is proposed that this be dealt with in the forthcoming Local Plan, as it is at an appropriate stage of development.

#### **Site B: Tweedy Rd**

- 9.6 The site is currently being used as a (temporary) compound for storing materials and plant relating to Bromley North Village for a two year period.

### **Site C: Town Hall**

- 9.7 Site allocated for mixed use development comprising Hotel and/or offices. Contracts have now been exchanged with the Cathedral Group based on their proposal to convert the Town Hall to a hotel, conference centre and associated restaurants. Cathedral aim to submit their planning application within 6 months of entering into the conditional contract. They aim to open the hotel and conference centre in the Spring of 2016.

### **Site F: Civic Centre**

- 9.8 Following a review of the options, it has been agreed that in the short term, up to 2015, the Council will concentrate on meeting its accommodation needs through the more efficient use of the campus site, undertaking limited investment in maintenance. A report on options for the short term use of Ann Springman and Joseph Lancaster blocks is being prepared.

### **Site G: West of High Street**

- 9.9 Major site in the AAP, allocated for mixed use development incorporating residential, retail and community and health facilities. AAP Inspector recommended that a Masterplan should be prepared for the site and adopted by the Council as supplementary planning guidance. Officers are continuing to work with Muse Developments on agreeing a viable scheme proposal and partnering arrangements that will deliver the Council's objectives. Muse are amending their original scheme design following the commencement of the Crest Nicolson residential scheme in Ringers Road.

### **Site J: Bromley South**

- 9.10 Network Rail have improved the station, in particular; access, drop off facilities, disabled access, internal layout, repairs and refurbishment of the building. A permanent kiss and drop off point on the Waitrose access road has been completed as part of the Outer London Fund round 2 allocations. 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 which will form part of the Local Plan draft policy development.

### **Site K: Westmoreland Road car park**

- 9.11 Mixed use development site comprising cinema, A3/4/5 uses, residential, hotel and re-provision of public car parking. Cathedral Group selected as the Council's development partner in December 2008 after a competitive process. The proposal includes a multi-screen cinema, 200 residential units, 130 bedroom hotel, restaurants and cafes, plus associated parking and public realm enhancements. Work is progressing in accordance with the programme plan and is due for completion by Autumn 2015.



### **Site L: Former DHSS**

- 9.12 Planning Permission for the redevelopment of the site for a mixed use residential and office scheme was, (subject to a Planning Agreement and GLA referral) approved by the Development Control Committee on 6<sup>th</sup> October 2013. Telereal Trillium, the owners of the Crown Buildings have sold the site to the Education Funding Agency. The EFA are proposing to use the site to house a 3 form entry bi-lingual (French) primary school commencing in September 2014.

### **Bromley North Village**

- 9.13 In support of transformational public realm improvements an Area Based bid to the Transport for London, as part of the Mayor's 'Great Spaces' initiative, has been successful in providing access to £3.3M . £1.5m has been allocated in the Council's Capital Programme 2012/13 in support of this project and a further £800k has allocated from round 2 of the Outer London Fund. Works are underway and on-schedule in East Street and Market Square. However, the issue with the water main in the High Street has caused some programming issues. Thames Water will commence replacing the main from 13th 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.

### **Orpington Town Centre**

- 9.14 The new owner of the Walnuts are seeking to implement a comprehensive improvement programme for the Walnuts Shopping Centre which will see Crown Buildings redeveloped for additional retail floorspace and a cinema.

At the ballot of Business Rate payers to establish a Business Improvement District (BID) for Orpington town centre had been successful.

### **The Priory**

- 9.15 The development work undertaken to date, which included a number of surveys and investigations (including a full condition survey) revealed that there were a number of backlog maintenance issues affecting the total project cost of the work. After reporting the increased project costs to the Executive Committee, officers have been asked to review the business case for the project. As a result, project work has been delayed to enable a full range of options for the future of the Priory site to be considered and the business case for each of these to be reviewed so that a fully informed decision may be given full and proper consideration. Officers continue to have regular discussions with the Heritage Lottery Fund on the future of the project

### **Beckenham**

- 9.16 It was reported at 18th September 2013 Renewal and Recreation PDS Committee that a revised Beckenham Town Centre Step 1 scheme bid had been submitted to Transport for London's Area Based Programme. The Council received notification on 16 December that the Initial Scheme Design bid had been successful and that TfL had allocated funding to complete the initial scheme design commencing in April 2014.
- 9.17 Officers have been working on implementation of short term improvements to Beckenham Town Centre following the recommendations agreed by the Beckenham & West Wickham PDS Working Group – including the launch of a new town heritage trail. The Town Centre Manager has also supported the launch of the new

Beckenham Town Centre Team which first met and agreed its constitution and terms of reference on 26 September

### **Business Support Programme**

- 9.18 The Bromley Town Business Growth Club continues to be delivered in partnership with ActionCOACH Business Coaching and is supported by the Mayor of London's Outer London Fund – with a planning workshops and a webinar during the autumn. In addition to the Business Growth Club, officers have also been working closely with other organisations to organise and host joint support events - such as a Start Up Loans evening in November (co-hosted with Prospects Business Services) and a networking event in December (co-hosted with Metrobank and the Institute of Chartered Accountants in England & Wales (ICAEW)).
- 9.20 Also in the past year congratulations are due to Alison Stammers, Chairman of the Chislehurst Town Team, who was given the Mary Portas High Street Champion Award for 2013.

### **Business Improvement District**

- 9.21 A Business Improvement District (BID) is now a tried and tested model to deliver sustainable investment, through a levy of rateable properties based on typically 1-2% of rateable values. There are now over 160 formal BIDs in operation in the UK and Republic of Ireland – Given the successful establishment of Orpington 1st, Members have asked Officers to explore the business case for establishment of BIDs in other town centres.

### **Penge**

- 9.22 Plans were developed for the provision of a new library service to serve the Penge/Anerley area. Work on the detailed design for the new Library at 46 Green Lane has now been completed. The design of the Library fit out has also been finalised. It is anticipated that the new library will open at the end of May or early June 2014 subject to the contractors programme.

### **Leisure & Culture**

- 9.23 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. Officers have applied to Pro Active South London for funding a capacity building officer and have been advised they have been successful in achieving £20k. Pro Active Bromley meetings are taking place regularly, facilitated by Council officers.
- 9.24 Procurement of a management contractor to manage and operate the athletics track at Norman Park has been carried out and the contract was awarded to Norman Park Track Management Limited following the R&R Committee on 18th September.

### **Crystal Palace Park**

- 9.25 Although the application to English Heritage for funds to undertake survey work to identify appropriate remedial work was successful, the appointment of specialists is currently under consideration as the area is now covered by an Exclusivity Agreement with the ZhongRong Group who are developing plans for a Crystal Palace at the park.
- 9.24 The Executive Group of the Management Board met on 20th November and discussions focussed on the ZhongRong Group's proposals for the park. In particular, the design selection process to identify an appropriate design team was

discussed, and ARUP, the ZhongRong Group's appointed advisors, set out their planned community engagement activity. The Heritage & Environment Stakeholder Group met on 5th December, the Community Stakeholder Group met on 24th October and 21st November and the Site Management Stakeholder Group met on 9th December. All groups were given an update on the ZhongRong Group's investment proposals.

### **Housing**

- 9.25 Produce and maintain the new London Borough of Bromley Housing Strategy. An initial Member Group meeting was held in July to consider the type and content of the forthcoming Housing Strategy. A draft Housing Strategy formulated by Strategic Housing in consultation with a corporate officer team. A further Member Group meeting was undertaken in October to consider proposed draft Strategy in detail. The final draft Strategy and action plan is currently being reviewed by officers in light of the publication of the Mayor's draft Housing Strategy in December 2013.
- 9.26 A corporate Property Acquisitions Project Group has been established to drive delivery. To date, three suitable properties have been identified and offers have been accepted by vendors. Of the offers accepted, one purchase is expected to complete by late January 2014. The conveyancing progress is progressing for the other two properties with exchange/completion expected estimated for February 2014.
- 9.27 Finally I wish to thank all the members of the Committee for an excellent year, a lot of work has been carried out, including lot of conversation and passion within this area of the Council. Also I would like to thank all the officers in the R&R Department, for not just their tireless work at the committee meetings, but the ongoing day to day work being carried out at a time of great pressure and economic challenge - you are all to be congratulated.

**Councillor Ian Payne**  
**Chairman, Renewal and Recreation PDS Committee**