

COUNCIL MEETING

23rd FEBRUARY 2015

QUESTIONS FOR WRITTEN REPLY FROM MEMBERS OF THE COUNCIL

1. From Cllr Simon Fawthrop to the Portfolio Holder for Renewal and Recreation

What is the largest airplane that

- a) can physically land at Biggin Hill Airport by Volume?
- b) is allowed to land at Biggin Hill Airport under the terms of the lease by volume?
- c) land at the airport by noise levels in decibels?

Reply:

- a) I am not clear what is meant by “volume” (noise, number of flights or physical size). The lease allows 125,000 movements per annum so theoretically the Airport could have 125,000 of any one aircraft type landing and taking off while remaining within the terms of the lease.
- b) The largest aircraft permitted in the “List of Approved Aircraft” are Airbus A320 and Boeing 737 500.
- c) The noise levels are covered in the third schedule of the lease as paragraphs (e) (i) and (ii).

| | |
|----------|----------|
| Sideline | 94 EPNdB |
| Take-off | 89 EPNdB |
| Approach | 98 EPNdB |

2. From Cllr Simon Fawthrop to the Portfolio Holder for Environment

What is the frequency of public transport service at Biggin Hill Airport at the following times and the destination of the service (nearest railway station)

- (i) between 6.30am and 7.30am on a weekday morning
- (ii) after 9.00pm on a weekday
- (iii) before 9.00am on a weekend
- (iv) after 8.00pm on a weekend

Reply:

- (i) 6 bus services an hour
- (ii) 4 bus services an hour
- (iii) 6 bus services an hour
- (iv) 6 bus services an hour to 9pm; 4 services an hour thereafter

3. From Cllr Simon Fawthrop to the Portfolio Holder for Environment

What are the quickest journey times by public transport from Biggin Hill Airport to Bromley South and Orpington railway stations?

Reply:

Bromley South – 18 minutes (320 service)
Orpington – 17 minutes (R2 service)

4. From Cllr David Jefferys to the Portfolio Holder for Education

When will building work commence on the Kingswood House Free School site and when will the school open?

Reply:

The works at Kingswood House to provide a permanent facility for Harris Primary Academy Shortlands are being carried out by the EFA. The latest update provided to the LA is that works are due to start during Spring 2015 and be complete by August 2016.

5. From Cllr David Jefferys to the Portfolio Holder for Education

(a) How many pupils admitted to the Harris Kingswood Free school in September 2014 live in Shortlands Ward, and the number and percentage who live more than one mile from the Kingwood site?

Reply:

We do not record pupil place planning data on a ward basis

| The number and percentage of pupils who live more than one mile from the Kingwood site? | | | | |
|--|-------------------------|---------------------------------|--------------------------|--------------|
| | Less Than 1 mile | Between 1 and 1.99 miles | More than 2 Miles | Total |
| No. | 39 | 9 | 5 | 53 |
| Percentage | 74% | 17% | 9% | 100% |

(b) The same figures for the children offered places for September 2015

Reply:

The data requested will not be available until after National Offer Day on 16 April 2015.

6. From Councillor David Jefferys to the Portfolio Holder for Renewal and Recreation

What plans there are to commemorate the 350th anniversary of the opening of a Bromley College in 2016? If there are currently no plans whether the Portfolio Holder will work with the Trustees to appropriately mark the anniversary of the opening of this architectural gem in the Borough and commemorate the major contribution its residents have made to the life of Bromley over the centuries?

Reply:

I am not aware of plans to mark the 350th anniversary of Bromley College, a Grade 1 Listed Building, but will be pleased to work with the trustees as suggested.

7. From Cllr Kathy Bance to the Portfolio Holder for Care Services

Can you please advise the number of Bromley residents/families being made homeless through no fault of their own in the last 12 months?

Reply:

2012/13 – formal homeless applications 1146, of which full duty accepted 503
2014/15 (Q1 -3) formal applications 1688 of which full homelessness duty accepted 481

8. From Cllr Kathy Bance to the Portfolio Holder for Care Services

A lot of time and effort has been spent on preparation of the Ward Profiles. In what ways are LBB making use the profiles and are there plans to tackle any of the negative outcomes?

Reply:

Ward Profiles were included into the JSNA this year as additional information on population health and care needs to inform commissioning. This is the main purpose of the JSNA.

Beyond the use in commissioning, the profiles have also been shared with Councillors to highlight and increase their understanding of the level and type of population need in their own area. This may promote discussions with the local community around how to best address identified need.

9. From Cllr Kathy Bance to the Portfolio Holder for Care Services

Is it accurate that a £7k invoice to cover the services of the Bromley Winter night shelter for 2014 / 2015 has only been partly paid by LBB at £3k? If so, is this a part payment with the outstanding £4k to be paid at a later date?

Reply:

The funding allocation for the Bromley Night Shelter 2014/15 is £3k once an appropriate invoice has submitted, this will be paid in full.

10. From Cllr Kevin Brooks to the Portfolio Holder for the Environment

Penge West Railway Station had been earmarked for step free access. Can you advise when work or consultation is expected to commence?

Reply:

TfL & London Overground Rail Operating Ltd (LOROL) have previously been lobbied by this Council for step free access at Penge West to the southbound platform. Proposals were discussed with them as recently as January 2014 but it was later

confirmed that TfL's Accessibility Implementation Plan did not identify Penge West as a strategic priority, as the neighbouring stations are all step-free (Sydenham, Penge East, Anerley and Crystal Palace). Officers have asked LOROL for clarification on whether this has subsequently changed.

11. From Cllr Kevin Brooks to the Portfolio Holder for the Environment

Are there any specific scheduled dates for the company who fine people for dropping litter outside Bromley South Train Station to do any work in Penge and Cator.

Reply:

The Scheduled visits by Street Enforcement officers to Penge High Street / Maple Road and Anerley Road are once a week as of November 2014. These are varied to different days of the week.

37 enforcement investigations have been undertaken in the Penge, Cator and Anerley Areas.

Once a week targeted dog fouling enforcement patrols as of December 2014 in local streets such as Venner road, Maple road, Laurel Grove.

186 site patrols of the local parks in this area ie. Cator Park, Penge Recreation Ground, Betts Park, Royston Field Open Space have been undertaken in the last 6 months.

The Enforcement Officer for this area alone (Penge & Cator) takes up to 50 complaint calls per month.

12. From Cllr Vanessa Allen to the Portfolio Holder for the Environment

With a number of new schools being constructed in the Borough and other schools increasing their intake substantially, what provision is being made for school crossing patrols and other road safety measures where appropriate?

Reply:

School Crossing Patrols are jointly funded by the Council and individual schools who chose to operate one.

Should any school (existing or new) wish to operate a School Crossing Patrol they should contact the Council to enable the necessary arrangements to be made.

Council Officers also engage in more targeted work with all schools, promoting road safety and smarter travel initiatives, as well investigate and implement other road safety measures, wherever they are deemed to be necessary.

13. From Cllr Richard Williams to the Portfolio Holder for Resources

How much is owed to Bromley in council tax and what is the largest amount owed by an individual?

Reply:

As at the 31/1/15 £10,198,040.47 remains outstanding in respect of the period 01 April 1993 to 31 March 2014. In addition, £8,036,764.57 is currently due for the financial year 2014/15.

The largest amount owed is £23,484.87 this includes the full liability for 2014/15 and £1,268.90 costs.

Of the above sum, £21,464.99 has been through all stages of recovery up to and including to referral to bailiffs and £2,019.88 (current year) is at Liability Order stage. Not possible to place charge on property as charge payer is not the owner and insolvency practitioners have advised that we will not recover funds by making the liable person bankrupt.

The Authority is now considering instigating committal proceedings.

14. From Cllr Richard Williams to the Portfolio Holder for Renewal & Recreation

As 15% of users to the Upper Norwood library are residents of Bromley would the Council look at contributing to this service?

Reply:

No

15. From Cllr Ian Dunn to the Portfolio Holder for Resources

Following my question at the November meeting of the E&R PDS, can the Portfolio Holder provide:-

- What is the spend to date on the Adecco Agency Worker contract and the forecast out turn for the end of 2014/15?
- Please provide this spend broken down by month for 2014/15 and for as much of 2013/14 as monthly information is available for.
- Please also provide the number of person days provided under this contract by month for 2014/15 and for as much of 2013/14 as monthly information is available for.
- What percentage of the total paid to date for 2014/15 was retained by Adecco as their fee under this contract?

Reply:

See appendix 1 below.

The answer to the last bullet point is £37,265.77 management fee in the current financial year to January 2015.

16. From Cllr Angela Wilkins to the Portfolio Holder for Resources

At the full council meeting on 13 October 2014 I asked the following question:

“How many payments on account have been made to housing benefit claimants for each of the last 12 months and what is the percentage of payments on account of all claims for each of these months?”

In reply, the following answer was provided (Council agenda 8 December):

“Unfortunately, information as to the number of Payments on Account is not available. However, I can confirm that the Authority attempts to make the initial payment on new claims as soon as possible.”

Having had two local residents who were entitled to and not given housing benefit payments on account, I remain determined to pursue my original questions. Therefore, at Executive & Resources PDS on 4th February, when Liberata presented their report on Housing Benefit Administration, I asked for an explanation as to why this information was not available.

Having – in vain - asked the question a total of four times at that meeting, I was finally promised that an answer would be provided. It has not.

Members of the E&R PDS will be aware that I have serious concerns about the administration of housing benefit by this authority, and that this matter is now being addressed elsewhere.

In the meantime however, please could the Portfolio Holder assure me that he will now give his personal attention to my questions and ensure that I am promptly given adequate and accurate answers?

Reply:

In respect of Rent Allowance cases the Authority is obliged to make the first payment of Housing Benefit within 14 days of receiving a properly completed claim or “if that is not practicable, as soon as possible thereafter”. This should be either the correct amount of entitlement or if this is not known an estimated amount, which will be adjusted when the correct amount is known. A payment on Account does not need to be made where the claimant has not supplied any requested information and/or documentation they have requested.

The Authority’s application form advises the claimant (Part 15) of the documentation that will be required in order to process their claim. This message is reinforced in the accompanying notes. Obtaining all necessary information at the time of claim minimises the need for a Payment on Account as it enables a full assessment to be made.

Where further information/documentation is required, officers are directed to wherever possible make a provisional award. These vary from Payments on Account in so much that the sum paid is based on the lowest possible entitlement, rather than an estimated amount. In this way it is hoped to avoid creation of overpayments. A customised letter is sent to the claimant confirming that the award is being made on a provisional basis and advising that the claim will be suspended should the information not be provided in the given time.

Unfortunately, once the provisional award is made substantive the Academy benefit system, which is used by a large number of authority's, overwrites the "provisional" marker making it impossible to retrospectively identify the number of provisional awards made.

Following your initial request the Exchequer Services contractor commenced exploring means of extracting the required information from the sections data management system. By interrogation of the usage of the personalised letters detailed earlier, the following statistics have been extracted but 100% accuracy cannot be guaranteed.

| | Jan 14 | Feb 14 | Mar 14 | Apr 14 | May 14 | Jun 14 | Jul 14 | Aug 14 | Sep 14 | Oct 14 | Nov 14 | Dec 14 | Jan 15 |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| HB Claims processed | 446 | 365 | 370 | 299 | 299 | 316 | 448 | 479 | 580 | 387 | 383 | 320 | 411 |
| Provisional awards | 34 | 32 | 38 | 33 | 28 | 38 | 45 | 43 | 33 | 27 | 35 | 21 | 17 |

You have my assurance that wherever possible you will continue to receive an immediate response to questions raised. Where the information is not readily available every practicable effort will be made to ascertain the answer.

17. From Cllr Peter Fookes to the Portfolio Holder for Resources

What are the current electoral registration figures in % terms for each ward in the borough?

Reply:

Details of current registration figures are set out below (as at 2 February 2015)

| WARD | ELECTORATE |
|--------------------------------|-------------------|
| Bickley | 11690 |
| Biggin Hill | 7868 |
| Bromley Common & Keston | 12161 |
| Bromley Town | 12852 |
| Chelsfield & Pratts Bottom | 11373 |
| Chislehurst | 11899 |
| Clock House | 11783 |
| Copers Cope | 12026 |
| Cray Valley East | 11116 |
| Cray Valley West | 12133 |
| Crystal Palace | 8512 |
| Darwin | 4054 |
| Farnborough & Crofton | 11792 |
| Hayes & Coney Hall | 12537 |
| Kelsey & Eden Park | 12302 |
| Mottingham & Chislehurst North | 7340 |
| Orpington | 12009 |
| Penge & Cator | 12332 |

| | |
|----------------------|----------------|
| Petts Wood & Knoll | 10862 |
| Plaistow & Sundridge | 11479 |
| Shortlands | 7689 |
| West Wickham | 12036 |
| TOTAL | 237,845 |

We are unable to provide these figures in % terms for the following reasons:

- % figures could only be produced on publication of the new register on 1 December following the annual canvass when every **household** in the ward/Borough received a Voter Registration form (100%). The number of **responses** to this was reflected as a % of this figure. These % figures could not be calculated at any other time of the year (i.e. through the rolling registration period)
- A new registration system (Individual Electoral registration) was introduced in England and Wales on 10 June 2014 by the UK Government replacing the previous outdated system where a 'head of household' submitted/responded to a Voter Registration form. Under IER people are required to register **individually** through a new process. % figures are no longer applicable

18. From Cllr Peter Fookes to the Leader of the Council

What are Bromley doing to commemorate 50 years of the borough in May?

Reply:

Although there are some London-wide celebrations, in the present economic circumstances we are not proposing any major celebrations.

19. From Cllr Peter Fookes to the Portfolio Holder for Resources

How many people in the borough have been sanctioned?

Reply:

Sanctions are imposed by the Department of Work and Pensions, I am therefore unable to provide the information requested.

20. From Cllr Nicholas Bennett to the Portfolio Holder for Renewal and Recreation

If he will list by Plans Sub-Committee the number of applications since May 2014 which have been recommended for;

- i. approval
- ii. refusal
- iii. and the number in each case where the committee took a contrary view and the number of appeals registered as a result and where available the outcome of the appeal?

Reply:

There were 20 Plans Sub Committees (PSC) from May 2014 up to 5th February 2015 (5 of each number)

There were 316 applications on PSC agendas

5 were withdrawn

Total therefore 311

63 (20%) were subject to overturned recommendations where the Committee took a contrary view to the officer recommendation

43 of those overturned had appeals lodged

16 of those appeals were allowed

9 were dismissed

1 was part allowed and part dismissed

1 was withdrawn

16 are still in progress

21. From Cllr Nicholas Bennett to the Portfolio Holder for Renewal and Recreation

What information he has as to the average number of applications dealt with by a single planning meeting in 2014-5 at the following boroughs:

Bromley

Hillingdon

Kensington and Chelsea

Wandsworth?

Reply:

Based on a sample, in summary -

Hillingdon: 8

Kensington and Chelsea: 15

Wandsworth: 32

Bromley: 17

22. From Cllr Nicholas Bennett to the Portfolio Holder for Renewal and Recreation

If he will list the reasons which require a planning application to be automatically referred to a Planning sub-committee for decision?

Reply:

The Council's constitution sets out planning applications which cannot be approved by the Chief Planner, in summary these are:- Bromley Council proposals; applications for three or more new dwellings; applications for new commercial development; applications submitted by Councillors, MP's, and certain staff; and applications which one or more Councillors formally request are put before a committee.

23. From Councillor Ruth Bennett to the Portfolio Holder for Renewal and Recreation

If he will provide in table format the monthly average and annual figures for 2013-4 and up to the latest available date the following information about each library:

- i. Number of visitors
- ii. Number of book issues
- iii. running costs
- iv. Cost per visitor
- v. Cost per book issue?
- vi. What has the percentage increase or decrease in book issues since 2007?

Reply:

- i. Number of visitors. Listed for 2013-14 and have calculated the monthly average for number of visits per month to each library (Spreadsheet - Attachment 1)
- ii. Number of book issues- Listed for 2013-14 and estimated monthly averages calculated (Spreadsheet - Attachment 1)
- iii. Running costs-This was less straight forward as wasn't sure exactly what was required so have include a breakdown of net expenditure from the CIPFA stats, broken down into key areas. If you need me to be more specific, I can ask Tim for exact costs when he is back (spreadsheet - Attachment 2)
- iv. Cost per visitor- taken from the latest CIPFA stats along with Greater London average (spreadsheet - Attachment 2)
- v. Cost per book issue the figures are actually cost per book acquisition, taken from CIPFA stats along with greater London average (spreadsheet - Attachment 2)
- v. % decrease from 2007 for issues.(spreadsheet - Attachment 1)

Question 23: Attachments

| 1.Number of Visitors & averages | | |
|---------------------------------|------------------|-----------------|
| Visits | 2013-14 | monthly average |
| Anerley | 54,095 | 4,508 |
| Beckenham | 165,241 | 13,770 |
| Biggin Hill | 222,528 | 18,544 |
| Burnt Ash | 28,332 | 2,361 |
| Central | 468,096 | 39,008 |
| Chislehurst | 84,450 | 7,038 |
| Hayes | 31,650 | 2,638 |
| Mobile Library | 16,566 | 1,381 |
| Mottingham | 41,752 | 3,479 |
| Orpington | 308,966 | 25,747 |
| Penge | 80,989 | 6,749 |
| Petts Wood | 103,309 | 8,609 |
| Shortlands | 32,971 | 2,748 |
| Southborough | 31,454 | 2,621 |
| St Pauls Cray | 41,089 | 3,424 |
| West Wickham | 122,026 | 10,169 |
| Total | 1,833,514 | 152,793 |

| 2.No of Issues & averages | | |
|---------------------------|------------------|-------------------|
| Issues | 2013/14 | monthly average |
| Anerley | 28,467 | 2,372.25 |
| Beckenham | 195,764 | 16,313.67 |
| Biggin Hill | 66,226 | 5,518.83 |
| Burnt Ash | 17,948 | 1,495.67 |
| Central | 300,874 | 25,072.83 |
| Chislehurst | 84,754 | 7,062.83 |
| Hayes | 30,343 | 2,528.58 |
| Mobile | 19,388 | 1,615.67 |
| Mottingham | 26,325 | 2,193.75 |
| Orpington | 203,514 | 16,959.50 |
| Penge | 29,874 | 2,489.50 |
| Petts Wood | 94,400 | 7,866.67 |
| Shortlands | 35,804 | 2,983.67 |
| Southborough | 53,976 | 4,498.00 |
| St Paul's Cray | 28,302 | 2,358.50 |
| West Wickham | 108,387 | 9,032.25 |
| Sub-Total | 1,324,346 | 110,362.17 |
| Callpoint | 2,833 | 236 |
| HLS | 0 | 0 |
| Reading Group Sets | 7,008 | 584 |
| Stack | 1,178 | 98 |
| Web | 59,625 | 4,969 |
| ebooks | 9,611 | 801 |
| Overall Total | 1,404,601 | 117,050 |

| 6. % increase or decrease in book issues since 2007 | | |
|---|-----------|----------------|
| % change in issues since 2007 | | |
| 2006/07 | 2013/14 | % Change |
| 2,018,887 | 1,404,601 | -30.43% |

Bromley Libraries Financial Information:
 Data sourced from CIPFA Stats Comparative Profiles-2013-14 Actuals and 2014-15
 Estimates

| | £ p |
|--|-------|
| 4. Bromley cost per visitor | £3.63 |
| Greater London Average cost per visitor | £3.65 |

| | |
|--|-------|
| 5. Bromley cost per book acquisition | £6.74 |
| Greater London Average cost per visitor | £6.78 |

| 3. Libraries Running Costs-Net expenditure | |
|---|-----------|
| Employees | 2,984,470 |
| Premises | 1,109,570 |
| Supplies & Services-Materials | 538,000 |
| Other Expenditure | 1,745,530 |
| Revenue Expenditure | 6,377,570 |
| Revenue Income(deduct) | 451,850 |
| Net Expenditure | 5,925,720 |

Appendix 1: Reply to question 15

| | Net | Vat | Gross |
|-----------------------------------|---------------------|---------------------|---------------------|
| Totals 13/14 (from Apr 22) | 5,342,357.81 | 1,068,473.58 | 6,410,831.39 |
| Totals 14/15 (to Jan 28) | 5,601,470.26 | 1,120,295.51 | 6,721,765.77 |
| Forecast Outturn 14/15 | 6,721,764.31 | 1,344,354.61 | 8,066,118.92 |

| Year | Month | Financial Year | Net | Vat | Gross | Total Hours | Days (calculated) |
|------|-----------|----------------|--------------|------------|--------------|-------------|-------------------|
| 2013 | May | 13/14 | 203,615.09 | 40,723.02 | 244,338.11 | 11,749.50 | 1,631.88 |
| 2013 | June | 13/14 | 485,181.24 | 97,036.25 | 582,217.49 | 24,360.95 | 3,383.47 |
| 2013 | July | 13/14 | 649,936.47 | 129,987.28 | 779,923.75 | 32,285.55 | 4,484.10 |
| 2013 | August | 13/14 | 533,740.57 | 106,748.08 | 640,488.65 | 28,357.25 | 3,938.51 |
| 2013 | September | 13/14 | 342,265.91 | 68,453.34 | 410,719.25 | 19,222.25 | 2,669.76 |
| 2013 | October | 13/14 | 645,397.29 | 129,079.79 | 774,477.08 | 33,912.25 | 4,710.03 |
| 2013 | November | 13/14 | 525,439.63 | 105,088.16 | 630,527.79 | 26,752.75 | 3,715.66 |
| 2013 | December | 13/14 | 350,424.77 | 70,085.16 | 420,509.93 | 18,433.50 | 2,560.21 |
| 2014 | January | 13/14 | 110,864.95 | 22,173.57 | 133,038.52 | 5,031.00 | 698.75 |
| 2014 | February | 13/14 | 1,039,068.45 | 207,814.16 | 1,246,882.61 | 51,985.00 | 7,220.14 |
| 2014 | March | 13/14 | 456,423.44 | 91,284.78 | 547,708.22 | 23,736.75 | 3,296.77 |
| 2014 | April | 14/15 | 142,723.61 | 28,544.76 | 171,268.37 | 7,410.75 | 1,029.27 |
| 2014 | May | 14/15 | 911,010.06 | 182,202.52 | 1,093,212.58 | 45,939.75 | 6,380.52 |
| 2014 | June | 14/15 | 472,812.99 | 94,562.82 | 567,375.81 | 24,014.25 | 3,335.31 |
| 2014 | July | 14/15 | 548,935.86 | 109,787.17 | 658,723.03 | 27,873.00 | 3,871.25 |
| 2014 | August | 14/15 | 538,898.90 | 107,780.01 | 646,678.91 | 26,398.75 | 3,666.49 |
| 2014 | September | 14/15 | 639,729.98 | 127,946.25 | 767,676.23 | 31,843.25 | 4,422.67 |
| 2014 | October | 14/15 | 517,712.33 | 103,542.69 | 621,255.02 | 25,695.25 | 3,568.78 |
| 2014 | November | 14/15 | 577,150.79 | 115,430.33 | 692,581.12 | 27,298.25 | 3,791.42 |
| 2014 | December | 14/15 | 772,363.93 | 154,472.34 | 926,836.27 | 37,934.00 | 5,268.61 |
| 2015 | January | 14/15 | 480,131.81 | 96,026.62 | 576,158.43 | 23,449.25 | 3,256.84 |