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**Decision Maker:** Environment PDS Committee

**Date:** 7 July 2015

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

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

**Contact Officer:** Alastair Baillie, Environment Development Manager  
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**Chief Officer:** Nigel Davies, Executive Director of Environment and Community Services

**Ward:** Borough Wide

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1. Reason for report

This report sets out information relating to the Committee's future business and key contracts including:

- Environment PDS's Forward Work Programme
- Progress on requests made at previous meetings and
- Environment Portfolio contracts summary

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2. RECOMMENDATIONS

2.1 That the Committee reviews:

- (a) Forward Work Programme (Appendix 1);
- (b) progress relating to previous Committee requests (Appendix 2); and
- (c) summary of contracts within the Environment Portfolio (Appendix 3)

### Corporate Policy

1. Policy Status: Existing Policy
  2. BBB Priority: Quality Environment
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### Financial

1. Cost of proposal: No Cost
  2. Ongoing costs: Not Applicable
  3. Budget head/performance centre: Environment Portfolio 2015/16 approved budget
  4. Total current budget for this head: £33m, and £4.64m of LIP funding from TfL
  5. Source of funding: 2015/16 revenue budget and 2015/16 LIP funding agreed by TfL
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### Staff

1. Number of staff (current and additional): 157 fte
  2. If from existing staff resources, number of staff hours: N/A
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### Legal

1. Legal Requirement: Non-Statutory - Government Guidance
  2. Call-in: Not Applicable
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### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Whole borough
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### Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: Not Applicable

### 3. COMMENTARY

#### Forward Work Programme

- 3.1. **Appendix 1** sets out the Environment Portfolio's Forward Work Programme for 2015/16 (at the time of writing). The Programme identifies: the provisional report title; the lead division; and Committee's role. The Committee is invited to comment on the proposed schedule and suggest any changes it considers appropriate.
- 3.2 Other reports may come into the programme as schemes may be brought forward or there may be references from other Committees, the Portfolio Holder or the Executive.

#### Previous Requests by the Committee

- 3.3 **Appendix 2** provides a progress update on requests previously made by the Committee. This list is checked after each Committee meeting so that outstanding issues can be addressed at an early stage.

#### Contracts Register Summary

- 3.4 **Appendix 3** sets out a summary of Environment Portfolio contracts (derived from the LB Bromley Contracts Register) where the total contract value (duration in years x annual value) is greater than £50k.
- 3.5 To help Members, contracts are categorised by service and the current expiry dates are in bold. Further information is provided for Committee in the notes column.
- 3.6. Additional information on the Portfolio's contracts with a total contract value of >£500k is set out in Appendix 2 to report ES15038 on this meeting's agenda.

### 4. POLICY IMPLICATIONS

- 4.1 Each PDS Committee is responsible for setting its own work programme.

<b>Non-Applicable Sections:</b>	Financial, Legal and Personnel
Background Documents: (Access via Contact Officer)	<a href="#">Environment PDS Committee agendas and minutes: 2006/07 to 2015/16</a>

## APPENDIX 1

### ENVIRONMENT PDS COMMITTEE: FORWARD WORK PROGRAMME FOR 2015/16 MEETINGS

<b>30 September 2015</b>	<b>Division</b>	<b>Action</b>
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	E&CS	PDS Committee
Local Implementation Plan Schemes 2016/17	T&H	For pre-decision scrutiny
Planned Maintenance Programme including surface treatment options	T&H	For pre-decision scrutiny
Highways Minor & Major Works Contract Extension	T&H	For pre-decision scrutiny
Impact of Delegation Act on Parking CCTV	T&H	Executive
Extension to Arboricultural Contract	S&G	For pre-decision scrutiny
Bromley Town Centre – increased parking capacity	T&H	For pre-decision scrutiny
<b>24 November 2015</b>	<b>Division</b>	<b>Action</b>
Forward Work Programme, Matters Arising from Previous Meetings and Contracts Register	E&CS	PDS Committee
Environment Portfolio Plan 2015/16: Half Year Progress Report	E&CS	PDS Committee
Budget Monitoring 2014/15	Finance	For pre-decision scrutiny

## APPENDIX 2

### ENVIRONMENT PDS COMMITTEE: PROGRESS REPORT ON PREVIOUS REQUESTS

Committee Date	Committee Request	Progress
01.07.14	<p><i>Environment Portfolio Plan 2014/17 (ES14029)</i></p> <p>Include more budget information when communicating the commitments set out in the Environment Portfolio Plan</p>	Financial information relating to the Portfolio Plan's commitments is set out in the 'Contract Monitoring Summaries' (Appendix 2 of 2015/18 Environment Portfolio Plan report)
17.03.15	<p><i>Variation to the Grounds Maintenance Contract to Provide a Wholly Managed Service (ES15021)</i></p> <p>Environment PDS establishes a Working Group to review quarterly performance reports to the Partnership Board managing the Parks Management and Grounds Maintenance Contract</p>	A Member / Officer Working Group is being established (first meeting planned for July with further dates to be confirmed) to review the performance metrics being developed for the new contract
17.03.15	<p><i>Street Environment Contract Review 2014/15 (ES15004)</i></p> <p>Chairman suggested the provision of smarter online advice indicating the next scheduled clean for locations/roads</p>	ICT colleagues are currently completing a project to update the Council's web page containing advice indicating the next scheduled clean in the format of a look-up facility using mapping information (by September)
17.03.15	<p><i>Bromley Biodiversity Plan 2015–2020 (ES15027)</i></p> <p>Officers agreed to consider outlining in more depth matters concerned with notifiable weeds and their control e.g. Japanese Knotweed</p>	Officers are currently working on the final version of the Bromley Biodiversity Plan and further information on Japanese Knotweed / Injurious Weeds will be included

## APPENDIX 3

### ENVIRONMENT PDS COMMITTEE:

#### CONTRACTS REGISTER SUMMARY (current expiry dates in **bold**)

<b>Contract</b> (Officer / Register No.)	<b>Start Date</b> (Core Contract)	<b>End Date</b> (Core Contract)	<b>Extension / Waiver</b>	<b>Contractor(s)</b>	<b>Original Contract £ Value + Extension</b>	<b>2015/16 Projected Spend (£)</b>	<b>Environment PDS Notes</b>
<b>Streetscene &amp; Greenspace</b>							
<i>Depot / Transport Operations (Paul Chilton)</i>							
Council Fleet Hire (Paul Chilton / 11551)	06.11.06	05.11.12	Extended on three occasions – latest to <b>05.11.15</b>	London Hire Ltd.	651,064 + 166,380 + 82,000	82,000	Alternatives from Nov. 2015 are being considered as part of the commissioning programme
Ambulance Hire (Paul Chilton / 016278)	06.11.07	05.11.13	Extended to <b>05.11.15</b>	London Hire Ltd.	2.254m + 292,866 + 282,000	282,000	Contract expires 05.11.15. Service review prompted new contract ( <i>Exec Report CS14139 – 24.03.15</i> ) from December 2015 for 3 years 9 months
Vehicle Maintenance & Repair ( <i>inc. Lease Cars</i> ) (Paul Chilton / 024737)	01.04.10	<b>31.03.17</b>	n/a	Kent County Council (Commercial Trading Services)	938,000 ( <i>130,000</i> )	120,000 ( <i>57,000</i> )	Contract spend now includes estimate of Lease Car bodywork repairs ( <i>see Report ES15016 – 17.03.15</i> )
Supply of Contract Hire (Lease) Cars (Paul Chilton)	16.05.15	<b>15.05.18</b>	Option to extend to 15/05/19	Crown Commercial Suppliers: Vehicle Lease Framework	1.63m	544,370	New Contract ( <i>Executive Report ES15012</i> ): Term 3 years plus 1 year optional extension
Depot Security (Paul Chilton / 030099)	01.04.10	31.03.15	Extended to <b>31.03.17</b>	Sight & Sound Security	625,000 + 280,000	140,000	Contract term 5+2 years. Two year extension agreed. Most costs recharged to contractors
<i>Parks &amp; Greenspace (Robert Schembri)</i>							
Woodland Works	08.09.14	<b>31.12.17</b>	n/a	T&T Earthmatters	225,720	56,430	Soft Landscaping Works Contract
Rural Hedge Cutting	08.09.14	<b>31.12.17</b>	n/a	Landmark Services	84,924	21,230	Eight lots let to five separate contractors
Rural Grass Cutting	08.09.14	<b>31.12.17</b>	n/a	T&T Earthmatters	201,020	50,260	<i>Reported to Environment PDS 29.01.14 (ES14018)</i>
Public Rights of Way	08.09.14	<b>31.12.17</b>	n/a	T&T Earthmatters	140,356	35,090	Includes call-off arrangements (e.g. for the supply of plants and non-routine works), so value is illustrative
Non Routine Works	08.09.14	<b>09.09.16</b>	n/a	English Landscapes	241,118	120,560	
Japanese Knotweed	08.09.14	<b>31.12.17</b>	n/a	Southern Land Services	58,572	14,650	
Hanging Baskets	08.09.14	<b>31.12.17</b>	n/a	CJS Plants	215,476	53,870	
Plants Supply (Rob Schembri)	08.09.14	<b>09.09.16</b>	n/a	English Landscapes	23,866	11,930	
					<u>1,191,052</u>	<u>364,020</u>	

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Grounds Maintenance ( <a href="#">inc. wholly managed Parks Service</a> ) (Rob. Schembri / 11545)	01.01.08	31.12.17	Extended to <b>31.03.19</b>	The Landscape Group Ltd.	26.1m +3.7m	2,818,090	Contract extended to 31.03.19 to align with other contracts and include Parks Management function (see ES15021)
Playground Maintenance  (Rob. Schembri / 016235)	01.01.08	31.12.13	Extended to 31.12.14  Extended to <b>31.12.17</b>	Safeplay	369,300 + 74,640 + 228,675	77,650	Contract term (6+2+2 to December 2017). 1 <sup>st</sup> extension for one year only 2 <sup>nd</sup> extension to full term (with Dec. 2015 review)
Arboriculture (Julian Fowgies / 016267)	18.07.08	<b>17.07.17</b>	n/a	Gristwood and Toms Ltd.	5.12m	503,990	Reduced annual spend due to reduction in service provision
<b>Area Management (Peter McCready)</b>							
Street Environment Contract  (Pete McCready / 037024 037023 037025 037022)	29.03.12	<b>28.03.17</b>	n/a	Kier (public toilets)  Community Clean (graffiti removal)  Veolia (gully cleansing)  Kier (street cleansing)	281,983  1,221,800  1,463,538  15,798,212	0  248,020  297,090  3,393,670	Five year contract with an option for a two year extension (ES15045 – 7 July 2015)  The Public Toilet contract terminated on 31/03/15 (now have Community Toilet Scheme)
<b>Enforcement &amp; Street Regulation (Toby Smith)</b>							
Parks Security (Toby Smith / 025902)	01.04.10	<b>31.03.20</b>	n/a	Ward Security	4.13m	489,170	CPI applicable. Now includes Street Litter Enforcement.
<b>Waste Services (John Woodruff)</b>							
Waste Collection (John Woodruff / 11525)	01.11.01	<b>31.03.19</b>	First extension to 2016. Second extension to 2019	Veolia Environmental Services UK Ltd.	37.3m. + 64.6m + 26.1m	8,834,570	First extension (2007) to align with Disposal contract (ELS07130).  Second extension (2011) to realise service efficiencies
Waste Disposal (John Woodruff / 11526)	24.02.02	<b>31.03.19</b>	Extended to March 2019	Veolia Environmental Services UK Ltd.	160.5m + 27.5m	12,434,030	Contract extended (in 2011) to realise service efficiencies

<b>Contract</b> (Officer / Register No.)	<b>Start Date</b> (Core Contract)	<b>End Date</b> (Core Contract)	<b>Extension / Waiver</b>	<b>Contractor(s)</b>	<b>Original Contract £ Value + Extension</b>	<b>2015/16 Projected Spend (£)</b>	<b>Environment PDS Notes</b>
Coney Hill Landfill Site Monitoring (John Woodruff / 030220)	28.07.10	<b>27.07.17</b>	n/a	Enital	969,500	136,200	
<b>Transport &amp; Highways</b>							
<b>Highways (Garry Warner)</b>							
Transportation Consultancy (Paul Redman / former 029130 and current)	30.05.11 01.04.15	30.11.13 <b>31.10.15</b>	31.03.15 31.03.16 (tbc by PH)	AECOM + others (via TfL EPMF2) AECOM	750,000 + 300,000 90,000 + 80,000 (tbc)	188,000	Report 15048 – 7 July 2015 PDS considering extension options to at least 31.03.16 (prior to TfL EPMF3)
Street Lighting Maintenance & Improvements (Paul Redman / 049757)	01.04.13	<b>31.03.23</b>	Option for 1 year extension	Kier (MG) Ltd	6.8m + 8.5m over three years (invest to save)	720,000 (revenue) 1.635m (capital)	Contract value supplemented by £8.5m over three years via Invest-to-Save programme
Street Works (NRSWA) (Garry Warner / 049756)	01.04.13	<b>31.03.16</b>	n/a	B&J Enterprises of Kent	871,920	296,180	Original contract term 3+2+2 years. Now considering 3+1+1 (ES15018 – 7 July 2015 PDS report)
Highway Maintenance – Minor & Reactive (Pete McCready / 025400)	01.07.10	<b>30.06.17</b>	n/a	O'Rourke Construction & Surfacing Ltd.	17m	2,854,210	Budget increases with BCIS indices. Contract value changes as subject to external funding (e.g. TfL and DfT).
Highway Maintenance – Major (Garry Warner / 025399)	01.10.10	<b>30.06.17</b>	n/a	FM Conway Ltd.	26m	4,066,600	Budget increases with BCIS indices. Contract value changes as subject to external funding (e.g. TfL and DfT).
<b>Parking (Ben Stephens)</b>							
Parking (Ben Stephens / 11528)	01.10.06	30.09.11	Extended to <b>30.09.16</b>	Vinci Park Services UK Ltd.	23.2m (inc. extension)	2,481,460	5 + 5 year extension. School Crossing Patrols now funded by 33 schools & TfL (~£170,000).  Now tendering for new joint contract (Report ES15020) to commence Oct. 2016
Parking ICT (Ben Stephens)	01.04.13	<b>30.09.16</b>	n/a	ICES Ltd.	238,000	81,380	Shared ICT service with LB Bexley (costs are LB Bromley only)



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Parking Bailiff Services (Ben Stephens)	01.04.14	<b>30.09.16</b>	n/a	JBW Judicial Services  Phoenix Commercial Collections  Newlyn plc	625k (estimated income - recovered debt excluding Bailiff's fees)	250k est. (estimated income - recovered debt excluding Bailiff's fees)	All Parking contracts co-terminus 30.09.16  Income included in PCN budget
Parking Mobile Phone Bookings (Ben Stephens)	17.03.10	16.03.13	Extended to 16.03.15 Extended to <b>30.09.16</b>	RinGo (Cobalt)	67,000 + 120,000 + 113,000 (total income LBB and contractor)	16,000 (net income LBB only)	Waiver (Feb. 2015) extended the Parking Mobile Phone Bookings allowing contract to be extended beyond expiry date (16/03/15) to 30.09.16 (to become co-terminus with the other Parking contracts)
<b>Executive Director E&amp;CS</b>							
On-street Poster Sites (Andrew Rogers)	10.07.01	<b>09.07.16</b>	n/a	Clear Channel	405,000	55,100 (income)	Income has increased over contract term as more units added
Bus Shelter Poster Sites (Andrew Rogers)	10.07.01	<b>09.07.16</b>	n/a	Transport for London	900,000	89,600 (income)	TfL has written to the Council to negotiate new tripartite agreement