

RENEWAL, RECREATION AND HOUSING POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 4 October 2022

Present:

Councillor Tony Owen (Chairman)
Councillor Shaun Slator (Vice-Chairman)
Councillors Kevin Kennedy-Brooks, Keith Onslow,
Chris Price, Will Rowlands and Alison Stammers

Ermond Berisha, Bromley Youth Council (Part 1 Only)

Also Present:

Councillor Yvonne Bear, Portfolio Holder for Renewal
Recreation and Housing

Councillor Will Connolly (Virtual attendance)
Councillor Pauline Tunnicliffe (Virtual attendance)

13 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies for absence were received from Councillor Tony McPartlan.
Councillor Kevin Kennedy-Brooks attended as substitute.

The Committee noted that Councillor Will Connolly and Councillor Pauline Tunnicliffe were attending the meeting virtually.

The Chairman welcomed Ermond Berisha as the Co-opted Member representing Bromley Youth Council.

14 APPOINTMENT OF CO-OPTED MEMBER Report CSD22090

The Committee was asked to confirm the appointment of a non-voting Co-opted Member representing Bromley Youth Council for the 2022/23 municipal year.

RESOLVED: That Ermond Berisha be appointed as a non-voting Co-opted Member of the Renewal, Recreation and Housing PDS Committee for the 2022/23 municipal year for the consideration of Part 1 (Public) reports only.

15 DECLARATIONS OF INTEREST

There were no additional declarations of interest.

**16 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE
PUBLIC ATTENDING THE MEETING**

Two questions for written reply were received at the meeting. A copy of those questions, together with the Portfolio Holder's responses can be viewed as Annex A to these Minutes.

**17 MINUTES OF THE RENEWAL, RECREATION AND HOUSING PDS
COMMITTEE MEETING HELD ON 14 JUNE 2022**

The minutes of the Renewal, Recreation and Housing PDS Committee meeting held on 14 June 2022, were agreed and signed as a correct record.

**18 MATTERS OUTSTANDING AND FORWARD WORK PROGRAMME
Report CSD21072**

The report set out progress against outstanding actions from previous meetings.

RESOLVED: that the report be noted.

**19 HOLDING THE RENEWAL, RECREATION AND HOUSING
PORTFOLIO HOLDER TO ACCOUNT**

**A HOUSING, PLANNING AND REGENERATION PORTFOLIO
PLAN UPDATE - 2022/23 Q1 UPDATE
Report HPR2022/048**

The report presented the 2022-23 Quarter 1 update to the Housing, Planning and Regeneration Portfolio Plan. The Committee noted that the Portfolio Plan would be reformatted and updated for the November PDS Committee.

In response to a question, the Assistant Director for Culture and Regeneration explained that in terms of local shopping parades there had been some issues with the contractor and options for completing the schemes were being discussed with colleagues in Environment and Community Services.

It was noted that Officers would review the Chislehurst Library Redevelopment with a view to including the scheme in the Portfolio Plan if appropriate.

In response to a question concerning Private Sector Rented Accommodation, the Assistant Director for Housing explained that where possible the Council used self-contained accommodation, but this was becoming increasingly challenging. The Council placed clients in HMOs only once appropriate checks had been undertaken. The Committee noted that there had been less than 20 HMO placements in the last year.

The Committee noted that the reduction in the use of nightly paid units was the result of a number of factors including the conversion of properties, some limited luck in the private sector, and the impact of the Meadowship Scheme. However, it was recognised that challenges would continue, and the Housing Options Team were facing mounting challenges.

In relation to Beckenham Public Hall the Committee noted that discussions with the local ward councillors were ongoing. Options would be presented to the Committee once finalised.

In response to a question concerning improvements to Bromley High Street the Assistant Director of for Culture and Recreation explained that issues regarding routine maintenance on the high street would need to be raised with colleagues in Environmental Services.

Turning to the redevelopment of Orpington, the Committee noted that Arelli had now withdrawn their initial proposals and were seeking to undertake a further consultation with a view to submitting revised plans. The Portfolio Holder reported that there was a will to regenerate Orpington and the new proposals were awaited with anticipation recognising that any new proposals would be subject to planning processes.

RESOLVED: That the report be noted.

20 PRE-DECISION SCRUTINY OF RENEWAL, RECREATION AND HOUSING PORTFOLIO REPORTS

The Committee considered the following reports where the Renewal, Recreation and Housing Portfolio Holder was recommended to take a decision:

A BUDGET MONITORING 2022/23 Report FSD22066

The report provided the first revenue budget monitoring position for 2022/23 for the Renewal, Recreation and Housing Portfolio based on expenditure and activity levels for the first quarter of the financial year.

In response to a question, the Head of Finance Adults, Health and Housing confirmed that the staffing costs listed in the report in respect of the Housing Options Teams reflected both the net position and the fact that it was expected that the vacancies would be filled part way through the year. The Assistant Director for Housing highlighted that across London there was a shortage of Housing Options staff although Bromley had recently been able to recruit six new starters with good, relevant experience and it was hoped that the Team would now settle.

RESOLVED: That the Portfolio Holder be recommended to

- (a) Note the projected net overspend of £593k on controllable expenditure based on information as at July 2022; and**
- (b) Agree the release of amounts carried forward from 2021/22 as set out in the report.**

**B Q1, CAPITAL PROGRAMME MONITORING
Report CSD22105**

On 6 October 2022, the Executive would receive a report summarising the current position on capital expenditure and receipts following the 1st quarter of 2022/23 and would be asked to agree a revised capital programme for the four-year period 2022/23 to 2025/26. The report to the PDS Committee highlighted changes to be put to the Executive and the Leader in respect of the capital programme for the Renewal, Recreation and Housing portfolio.

In response to a question the Head of Adults Health and Housing Finance confirmed that the Disabled Facilities Grant would be added to the existing capital scheme.

RESOLVED: That the Portfolio Holder be recommended to note and acknowledge the changes to be put to the Executive on 6 October 2022.

**C PROCUREMENT OF MODULAR CHANGING PLACES
FACILITIES FOR CRYSTAL PALACE PARK AND HIGH ELMS
COUNTRY PARK PART 1 (PUBLIC) REPORT
Report HPR2022/043A**

The report sought permission to proceed to procurement via an exemption from competitive tendering to deliver four Changing Places facilities at agreed locations across the Borough. This would include the delivery of two modular Changing Places facilities; one in Crystal Palace Park and one in High Elms Country Park. Changing Places facilities contain specialist equipment and must meet design standards in order to meet the criteria for registration as a Changing Places facility and to best support the needs of users. There are therefore a limited number of suppliers who have experience providing Changing Places facilities which meet the required standard.

The Committee noted that the Council had been awarded £220k grant funding from the Department of Levelling Up, Housing and Communities to deliver the Changing Places facilities.

RESOLVED: That the Portfolio Holder be recommended to

- (a) Approve the decision to proceed to procurement via an exemption from competitive tender to the Contractor named in the Part 2 Report for two modular Changing Places facilities, one at Crystal Palace Park and one at High Elms Country Park.**

- (b) Note that anticipated value of this procurement is circa £140k and £130k of this will be funded from the Changing Places Fund programme. Should additional funds be required following receipt of a quote from the provider named in the Part 2 report, match funding will be sought or the contract will not be awarded.**

21 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS

The Committee considered the following reports on the Part 1 agenda for the meeting of the Executive on 6 October 2022:

**A BROMLEY TOWN CENTRE SUPPLEMENTARY PLANNING DOCUMENT - CONSULTATION DRAFT
Report HPR2022/034**

The report recommended that the draft Bromley Town Centre Supplementary Planning Document (SPD) be published for 12 weeks public consultation. The SPD provided guidance to assist with the determination of planning applications in the Bromley Town Centre area, including guidance on design requirements.

In response to a question from the Chairman, the Head of Planning Policy and Strategy confirmed that the Communications Plan included social media engagement (through Twitter and Facebook), a page on the Council's website, news releases, displays in the library and town centre, and features in the Business E-bulletin and Community Links Bromley Bulletin. The Chairman also encouraged the use of social media engagement through Next Door.

In response to a question concerning how other areas of the Borough could be subject to supplementary planning guidance, the Head of Planning Policy and Strategy explained that the process was both Member and Officer driven, and decisions were based on whether Members and Officers considered that areas could benefit from further guidance. There was also scope through the Local Plan process.

RESOLVED: That the Executive be recommended to endorse the draft Bromley Town Centre Supplementary Planning Document (shown at Appendix 1 of the report) and supporting documentation (at Appendices 2 and 3 of the report) for 12 weeks public consultation, noting that there may be further minor amendments prior to consultation.

**B LOCAL PLAN REVIEW - TIMESCALES AND BUDGET
Report HPR2022/44**

The report set out the stages and approximate timescales for the review of the Bromley Local Plan. The report also sought approval of a budget to undertake the Local Plan review work, including the preparation of necessary evidence.

In opening the discussion, the Chairman expressed some concerns around the ability to meet the proposed timescales. In response, the Head of Planning Policy and Strategy stressed that the Team were working hard to meet deadlines and that there were a number of risk factors out of the control of the Team. A headline review of current policy was being undertaken and updated evidence would need to be gathered but the Team were aiming to get this in place as quickly as possible.

It was agreed that the Committee would receive quarterly updates.

RESOLVED: That Executive be recommended to

- (a) Agree to commence a review of the Local Plan; and note the details of the Local Plan review process.**
- (b) Agree the additional one-off funding of £600k for the Local Plan review process, as detailed in Section 5 of this report, to be met from the Council's Growth Fund earmarked reserve.**

**C URBAN DESIGN GUIDE SUPPLEMENTARY PLANNING
DOCUMENT – CONSULTATION DRAFT
Report HPR2022/45**

The report recommended that the draft Urban Design Guide Supplementary Planning Document (SPD) be published for six weeks public consultation.

The Head of Planning Policy and Strategy introduced the Local Authority's Urban Design Officers who made a presentation to the Committee. Members were advised that the draft Urban Design Guide had been designed to inform and engage developers, applicants, planning officers, residents and all other stakeholders involved in proposals for development in Bromley. The aim of the Urban Design Guide was to support good planning practice by all parties with a view to ensuring that development across the Borough was sustainable and of high design quality.

The Head of Planning Policy and Strategy reported that the consultation draft had been presented to the Development Control Committee who had approved the document subject to some amendments. These were tabled and considered by the Committee. It was noted that Officers had supported

six of the seven amendments proposed by the Development Control Committee.

In opening the discussion, the Chairman noted that the document before the Committee was not a final document, and that the Committee were being asked to recommend to the Executive that the draft be approved for six weeks public consultation.

The Committee supported the Officers proposal that the reference to Mavelstone Road be removed entirely as well as the proposed redraft of the DCC amendment relating to the Knoll area.

In respect of the issue of Active Travel, the Chairman recognised the need for consistency and supported the Officer's proposal suggesting that the following wording be added to paragraph 3.24 of the document "*consider the age profile of population and the need for all forms of transport.*" This recognised that there was a need for residents to use their cars in parts of the Borough. The Head of Planning Policy and Strategy welcomed the proposed wording suggesting that it may however sit better in another part of the document such as the guidance notes. A Member suggested that it may be appropriate to include the wording within the design principles. Consequently, it was agreed that the Head of Planning Policy and Strategy would liaise with the Chairman following the meeting to agree the best place for the proposed wording.

The Committee confirmed that it supported the Officer suggested amendments to the amendments proposed by the Development Control Committee.

In response to a question, the Head of Planning Policy and Strategy confirmed that Officers had sought to use images of Bromley precedents for the Urban Design Guide however such precedents had been limited. Throughout the consultation, Officers would welcome the submissions of precedents from across Bromley that could be used in the Design Guide once it was finalised.

In response to a question concerning the aspects that would be taken into consideration for characteristics and culture of sites, Officers explained that in relation to characteristics aspects such as heights of buildings, architectural styles, existing trees, footways and connections would be considerations. Cultural aspects were usually identified through community engagement which helped Officers understand the character of surrounding areas and particular site characteristics.

RESOLVED: That the Executive be recommended to endorse the draft Urban Design Guide Supplementary Planning Document (shown at Appendix 1 of the report) and supporting documentation (at Appendix 2 of the report) for six weeks public consultation, noting that there may be further minor amendments prior to

consultation.

**D GATEWAY REPORT FOR HOUSING MANAGEMENT
PROCUREMENT ACTIONS
Report HPR2022/050**

The report outlined the Council's current Private Sector Leasing and Housing Management Contract provided by Orchard & Shipman (Pinnacle) and set out the options for future procurement.

The current contract was due to end on 31st March 2023. A further one-year extension option was available (Report DRR 20/025) and approval for the extension was sought. The report set out the commissioning intentions for this requirement beyond the extension period. It recommended separating the contract into a distinct Private Sector Leasing contract and a separate Housing Management contract. It recommended entering into a new contract for Private Sector Leasing via exemption to competitive tendering; and to commence a compliant procurement process for the Housing Management requirement. Given the complexities of being a Social Housing Provider and importance of the tender exercise the report referred to the resource requirements required to carry out this procurement exercise and where this would be funded from. Further reports would be presented to the Executive in 2023 as set out in the report including a report on the skills and resources required for effective long-term management and operations of the Housing Revenue Account.

A Member highlighted that specialist management was required for traveller sites and that should be key to any consideration of contract options. In response the Assistant Director for Housing highlighted that the aim of the report was to ensure that all options received due consideration and at this point nothing was being ruled out. It was noted that it was difficult to secure specialist provision for the management of traveller sites and it may be that a broader management contract would be the best option going forward but at this point all options were on the table.

In response to a question concerning the issue of Housing Management going forward, the Assistant Director for Housing explained that one consideration was to bring in a Project Officer, but it was clear that there was currently not the expertise in-house. Consideration needed to be given to the requirements of the service, but it was unlikely that the Housing Team would be able to manage a large quantum of properties without significant additional resourcing. As such Officers would present the available option and the associated costs.

The Committee noted that whilst there were currently no HMOs as part of the Private Sector Leasing Scheme, all options were being considered and where HMOs may be considered appropriate in the future there would be a need to ensure that they met all requirements such as space standards.

A Member noted that whilst Bromley's Homelessness and Corporate Strategies were seeking to deliver 10,000 new homes, 1000 of which would be affordable housing; waiting lists were increasing along with levels of homelessness and the Member questioned what action could be taken to address the gap. In response the Assistant Director for Housing highlighted that there were ongoing challenges, and the Department would continue to see increases in demand. This would require Officers to continue to be innovative in their approach. The Portfolio Holder highlighted that the Council was not the only supplier, there were also Housing Associations although the Council was looking at other schemes to secure additional homes.

RESOLVED: That the Executive be recommended to

For the current Private Sector and Housing contract with Orchard & Shipman:

- (a) **Authorise the remaining one-year extension for the period 1 April 2023 to 31 March 2024 at an estimated value of £3m.**

For future Private Sector Leasing arrangements with Orchard & Shipman:

- (b) **Separate this element from the Housing Management arrangements (as described in paras 3.8 to 3.17 of the report) and approve award of a further contract, via exemption to competitive tendering (as set out in para 3.48/49), to commence from 1 April 2024 for a period of ten years at an estimated value of £3m per annum (whole life value of £30m).**
- (c) **Delegate authority to the Director of Housing, Planning, Regeneration & Property to vary the contract to secure additional leases/properties from the provider subject to due diligence.**

For future Housing Management arrangements:

- (d) **Approve in principle proceeding to procurement via a compliant process, as set out in paras 3.18-3.22 and 3.48 of the report for Housing Management provision for a contract to commence from 1 April 2024 for a fifteen-year term (with the option to extend for a further five years) at an estimated annual value of up to £2m (estimated whole life value of £40m).**
- (e) **Note that a Gateway 1 report setting out the full detail of the proposed procurement will be presented for decision in early 2023, prior to commencing a tender process.**

- (f) **Agree the drawdown £183k from the Housing Feasibility and Viability Fund earmarked reserve for the resources required in paras 3.28 to 3.36 of the report.**

For the Beehive Scheme:

- (g) **Agree the drawdown of £32k from the Housing Investment Fund earmarked reserve to procure specialist advice to determine options for the best mechanism for future management of the Beehive scheme, as set out in paras 3.23 to 3.27 of the report.**

**E CONTRACT AWARD: ACCOMMODATION, SUPPORT AND TENANCY SUSTAINMENT PART 1 (PUBLIC) REPORT
Report HPR2022/049A**

In March 2022, The Executive approved proceeding to procurement for the Accommodation, Support and Tenancy Sustainment service. The report before the Committee set out the result of the competitive tender process and recommended the award of the contract as detailed in the Part 2 report.

RESOLVED: That the Executive be recommended to approve the award of contract for the Accommodation, Support and Tenancy Sustainment.

**F MEADOWSHIP HOMES PHASE 2 - CHANGES TO FINANCING
Report FSD22069**

The report advised on the progress setting up the Meadowship Homes 2 joint venture arrangement with Orchard and Shipman to acquire residential properties to help reduce the current pressures in relation to homelessness and temporary accommodation, and requested a change to the financing arrangements.

The Committee recognised that there were difficulties resulting from recent fluctuations and uncertainties in the market. As such, the Committee supported the recommendations in principle subject to the gilt matching the minimum criteria.

Members noted that the decision had been classified as urgent and that once taken the decision would not be subject to call in.

RESOLVED: That the Executive be recommended to

- a) **Note progress on the scheme to date;**
b) **Agree to commit to an ongoing revenue contribution of up to £250k per annum (indexed annually by CPI); and**
c) **Agree to extend the loan term from the Funder from 50 years to up to 55 years.**

22 POLICY DEVELOPMENT AND OTHER ITEMS

**A CONTRACT REGISTER
Report HPR2022/047**

The report presented an extract from May 2022's Contracts Register detailing contracts with a whole life value of £50k or higher as at 6 May 2022.

RESOLVED: That the report be noted.

**23 RENEWAL, RECREATION AND HOUSING INFORMATION
BRIEFING**

The item comprised:

- Digital Infrastructure Work Plan Update

**24 LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL
GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER
2006, AND THE FREEDOM OF INFORMATION ACT 2000**

RESOLVED that the Press and public be excluded during consideration of the items of business referred to below as it is likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the Press and public were present there would be disclosure to them of exempt information.

**The following summaries
refer to matters involving exempt information**

**25 EXEMPT MINUTES OF THE RENEWAL, RECREATION AND
HOUSING PDS COMMITTEE HELD ON 14 JUNE 2022**

The exempt minutes of the Renewal, Recreation and Housing PDS Committee meeting held on 14 June 2022, were agreed and signed as a correct record.

**26 PRE-DECISION SCRUTINY OF PART 2 (EXEMPT) RENEWAL,
RECREATION AND HOUSING PORTFOLIO HOLDER REPORTS**

The Committee considered the following Part 2 (exempt from publication) reports where the Renewal, Recreation and Housing Portfolio Holder was recommended to take a decision:

**A PROCUREMENT OF MODULAR CHANGING PLACES
FACILITIES FOR CRYSTAL PALACE PARK AND HIGH ELMS
COUNTRY PARK PART 2 (EXEMPT) REPORT**

The Committee noted the Part 2 information and supported the recommendations in the report.

**27 PRE-DECISION SCRUTINY OF PART 2 (EXEMPT) EXECUTIVE
REPORTS**

The Committee considered the following reports on the Part 2 agenda for the meeting of the Executive on 6 October 2022:

**A CONTRACT AWARD: ACCOMMODATION, SUPPORT AND
TENANCY SUSTAINMENT PART 2 (EXEMPT) REPORT**

The Committee noted the Part 2 information and supported the recommendations in the report.

The Meeting ended at 8.27 pm

Chairman