

PUBLIC PROTECTION AND ENFORCEMENT POLICY DEVELOPMENT & SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00pm on 28 March 2023

Present:

Councillor David Cartwright QFSM (Chairman)
Councillor Kim Botting FRSA (Vice-Chairman)
Councillors Mike Botting, Sophie Dunbar, Josh King,
Alexa Michael, Chloe-Jane Ross, Harry Stranger and
Rebecca Wiffen

Sharon Baldwin and Nathan Ward

Also Present:

Councillor Nicholas Bennett J.P. Lucien Spencer, Tommy
Velvick and Alice Kirby

STANDARD ITEMS

124 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies were received from Lucy West and Colin Brand.

125 DECLARATIONS OF INTEREST

There were no declarations of interest.

126 MINUTES OF THE PUBLIC PROTECTION AND ENFORCEMENT PDS COMMITTEE--31st JANUARY 2023

The Committee considered the minutes of the meeting of Public Protection and Enforcement PDS Committee held on 31st January 2023.

RESOLVED that the minutes of the meeting held on 31st January 2023 be agreed and signed as a correct record.

127 QUESTIONS FROM THE PUBLIC OR COUNCILLORS

Two written questions were received from a member of the public. The questions and responses were tabled at the meeting.

128 MATTERS ARISING

CSD 23049

Members noted the updates concerning matters that had arisen at the previous meeting.

Members noted the ongoing matter concerning the A3 font size on certain documents. The Assistant Director for Public Protection and Enforcement said that she would continue to look into this issue. The Committee was still waiting for responses from MOPAC and the Police. A Member requested regular updates concerning the composition of the police Safer Neighbourhood Team. A new Superintendent had been appointed (Superintendent Luke Baldock) and the Chairman requested that Mr Baldock attend the June meeting of the PP&E PDS Committee with his team. The Chairman reminded Members to submit questions for the police in a timely manner.

The Chairman of the Safer Neighbourhood Board informed the Committee that the next meeting of the Board would be on 18th May (6pm-9pm) at the Warren. MOPAC and Superintendent Baldock had been invited. It was noted that the Crime Summit would take place in September and that the Police Commissioner was expected to be in attendance.

RESOLVED that the Matters Arising report be noted.

129 UPDATE FROM BROMLEY YOUTH COUNCIL

A verbal update was provided by BYC (Bromley Youth Council). Attending from BYC were Nathan Ward (Chairman), Tommy Velvick (Portfolio Holder) and Alice Kirby (Deputy Chairman). Updates were provided with respect to their primary and secondary campaigns. The 2022/23 Youth Manifesto was launched in May 2022. The Youth Manifesto set out the key priorities that had been identified through consultation. It was decided that the BYC primary campaign would be Youth ASB and Knife Crime and that the secondary campaign would be Relationships and Sex Education.

Vaping had been included in the primary campaign. BYC had met with the LBB Head of Trading Standards and Commercial Regulation and with the LBB Director of Education to discuss various matters and this included the issue of how young people were accessing vapes.

There was a concern regarding the number of young people that were carrying knives. BYC were seeking greater engagement from the police in tackling ASB. It was reported that Bromley Youth Council had 54 youth councillors elected or co-opted from Bromley secondary schools, colleges, and youth projects.

The BYC Chairman summarised the various actions that had been undertaken by BYC which included the provision of training to skill up youth councillors around Anti-Social Behaviour & Knife Crime, facilitating them to lead the campaign and to enable them to raise issues of concern within their educational establishments. Contact had been made with the LBB Anti-Social

Behaviour Team to examine the LBB anti-social behaviour strategy in order to facilitate collaborative working.

It was reported that 45 young people had contributed to the LBB schools guidance on vaping and 39 had been involved in test purchase activities with Trading Standards.

It was noted that Youth Councillors had decided to encourage schools and groups to sign up to the 'Making Communities Safer' – an anti-social behaviour principles document that supported the tackling of anti-social behaviour. The BYC Chairman said that Youth Councillors had met with Bromley police regarding 'stop and search' to understand how this was used in Bromley, young people's rights, and the impact of stop and search on knife carrying within the borough.

A video concerning the subject of consent was being worked upon but had not yet been completed. A resource pack had been put together with general guidance concerning relationships. A discussion took place regarding vapes and nitrous oxide. A Member asked how many schools were involved and the BYC Chairman said he would look into the matter and report back.

The possibility of liaison with drug agencies was raised and the Youth Support Coordinator informed Members that this would be dependent upon what campaigns had been flagged up, and whether or not they were part of the BYC manifesto. A BYC meeting was scheduled to take place at the Warren on the 26th April and councillors were welcome to attend. A panel had already been invited.

The BYC Chairman informed the Committee that training had been provided for BYC councillors by Trading Standards, the police and the LBB Director of Education. It was explained that a BYC councillor would be expected to attend a weekly meeting and also a more formal meeting that took place once a month. Outside of BYC meetings, they would be expected to contribute to increasing awareness of BYC's campaigns by speaking at assemblies and any other opportunities that may arise. A question was asked concerning RSE delivery in schools. The view was expressed that external bodies were more impactful in delivering RSE.

The Chairman thanked BYC for their presentation and requested that they provide an update in due course concerning their new manifesto priorities. The Chairman asked if there was anything the Council could do to assist BYC and the response was that the Council should as far as possible get the views of young people and consult with them regarding any proposed policies that may affect young people.

RESOLVED that the BYC update be noted.

130 BUSINESS CONTINUITY AND RESILIENCE UPDATE

ES20255

It was noted that business continuity and resilience training had already been presented to councillors. A Member asked how councillors would be informed of a major incident in their ward. It was explained that this would be done via the Communications Executive or one of his deputies. An update was provided regarding cyber resilience and security, although it was noted that a fuller update if required would need to be sought from the Assistant Director for IT. Members heard that the Council was subjected to hundreds of attempted security hacks every day, but the Council spent robustly on cyber resilience with BT and so far the security systems had been holding well.

It was mentioned that with respect to business continuity, it was well practised at a high level, but needed more input at officer ground level. It was noted that the Council had numerous individual business continuity plans as well as one main corporate business continuity plan. Emergency Response Volunteers were available to assist the Emergency Planning and Corporate Resilience Manager.

An update was provided concerning the fire that had taken place in July last year at St. Mark's Square where 150 residents were evacuated along with the hotel and the cinema. The Council had provided a robust response in terms of providing humanitarian assistance. Members heard that there was a scheme in place called 'Borough Mutual Aid' whereby London boroughs could collaborate with other boroughs in providing mutual assistance. The Emergency Planning and Corporate Resilience Manager said that he would recirculate the Member presentation with the minutes. It was noted that business continuity was amber on the Risk Register.

The Emergency Planning and Corporate Resilience Manager said that he would update Members when he was informed of the date of the mock aircraft crash. This was conducted yearly and he expected that this time it would be conducted in the evening. Mention was also made of the London wide 'Safer City' exercise which would be held in May. This would test command and control functions across London. The Emergency Planning and Corporate Resilience Manager promised to circulate information regarding this.

RESOLVED that the Business Continuity and Resilience update be noted.

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

131 UPDATE FROM THE PORTFOLIO HOLDER FOR PUBLIC PROTECTION AND ENFORCEMENT

An update was provided by Councillor Angela Page, the Portfolio Holder for Public Protection and Enforcement. She mentioned that she had received an invite to the Bromley Youth Council manifesto event. There seemed to be some confusion on the evening as to whether or not this was the 24th or the 26th of April. The Portfolio Holder had recently chaired a meeting of the Bromley Youth Mentoring initiative. There was due to be a follow up meeting

at Orpington fire station for prospective mentors. This had to be cancelled because of centrally arranged training, so this would be rearranged. The Portfolio Holder had arranged regular meetings with the Police Chief Superintendent—Andy Brittain. The Portfolio Holder was also planning to meet with the new borough police Superintendent, Luke Baldock.

The Portfolio Holder was pleased to note that data would be provided regarding the composition of the Bromley Safer Neighbourhood Team. The Portfolio Holder had recently represented the Leader at a virtual meeting regarding Baroness Louise Casey's review of the Metropolitan Police.

(Post Meeting Note: It was subsequently confirmed that the BYC Youth Manifesto event would take place on April 24th).

RESOLVED that the Portfolio Holder update be noted.

132 PUBLIC PROTECTION PERFORMANCE OVERVIEW

'Challenge 25' had been rag rated as red because one business had failed a test and sold a product to a minor. Robust action was being taken in this case. The matter of food safety inspections was also still rag rated as red, but the Committee was reminded that this was a national issue and that the Food Standards Agency was happy with the progress that the Council was making in terms of addressing backlogs.

A discussion took place regarding review hearings and different types of suspension with respect of premises that sold restricted products to minors.

RESOLVED that the Performance Overview update be noted.

a BUDGET MONITORING 2022/23

ES20268

Members noted a projected overspend of £208k on the Public Protection and Enforcement Division. A sizeable proportion of this overspend was in connection with increased costs for the Mortuary and Coroners Service. Members were briefed that there was scope in next year's budget to resolve this.

A Member asked how the work was progressing on updating the PRUH mortuary facilities. It was noted that the work at the PRUH was on target and progressing to plan. The Assistant Director for Public Protection and Enforcement stated that she was not aware of the precise completion date of the work at the PRUH, but she would investigate this and report back.

(Post Meeting Note: The work at the PRUH will be completed during Autumn 2023)

The Chairman commented on the £18k overspend in the costs of the Community Safety and Management Team. He requested that in future, an explanation be provided to explain the reasons for such overspends.

RESOLVED that the Portfolio Holder be recommended to endorse the 2022/23 revenue budget monitoring for the Public Protection and Enforcement Services Portfolio.

**b PUBLIC PROTECTION & ENFORCEMENT DRAFT
PORTFOLIO PLAN**

ES20258

With respect to the issue of addressing the sale of underage products, a Member requested that vapes be added to the list. It was noted that regarding the regulation of food and licenced premise, 75% of complaints about food and food premises would be responded to within five working days. A Member asked about the other 25% and the Assistant Director for Public Protection and Enforcement said she would report back on this.

A Member referred to section 3.3.5 of the report which stated that 28,896 kg (almost three tonnes) of waste had been removed on Community Impact Days. The Member pointed out that 1000kgs equated to one tonne, so one of these figures was incorrect. The Assistant Director said she would report back on this.

The Chairman referred to HMOs and requested that a future report be brought to the committee concerning not just regulating HMOS, but improving HMO conditions.

A discussion took place concerning the CCTV annual review and it was clarified that officers fed into the review, together with the contractor. The Assistant Director said that the annual review of CCTV could be reported upon if Members requested this.

A Member asked if a Community Impact Day could be undertaken in Orpington. The Chairman responded that this was unlikely to occur because Community Impact Days would only be carried on in MOPAC identified crime hotspots. The Chairman of the Safer Neighbourhood Board said that an ASB Awareness Week was being undertaken in Bromley. It was possible (depending on cost) that a similar Awareness Week could take place in Orpington.

RESOLVED that the Portfolio Holder for Public Protection and Enforcement be recommended to endorse the outcomes, aims and performance measures set out in the draft Portfolio Plan.

**133 CONTRACTS DATABASE REPORT AND DATABASE
EXTRACT**

ES20262

The Committee noted the PP&E Contract Register report.

RESOLVED that the Contracts Register report be noted.

134 PUBLIC PROTECTION AND ENFORCEMENT RISK REGISTER

ES20260

The Committee discussed the increased costs with respect to the Coroner's Service. It was reported that satisfactory progress was being made in the negotiations and it was anticipated that the red flag rating would soon disappear.

The Council would be engaging with staff to encourage increased participation in the OOH Noise Service rota. If uptake from staff did not improve, then contingency plans would be required, including the possible use of contracted services. The revised service was anticipated to be up and running in June 2023.

RESOLVED that the Risk Register update be noted.

135 WORK PROGRAMME

The Committee noted the PP&E Work Programme for 2023/24.

RESOLVED that the following items be added to the Work Programme for June 2023:

- 1. Police Update**
- 2. Update from SLAM**
- 3. PSPO report.**

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

137 CONTRACTS REGISTER PART 2 UPDATE

Members noted the Part 2 Contracts Register report.

RESOLVED that the Part 2 Contracts Register report be noted.

Chairman



THE LONDON BOROUGH

Members' introduction to the Council's response to emergencies



Members' introduction to the Council's response to emergencies

- Introduction to the relevant legislation and Council responsibilities
- How the Council responds to an emergency incident
- Councillor's role - supporting the resilience agenda
 - during and emergency incident
 - during the recovery process
 - other considerations



The Civil Contingencies Act 2004 (CCA) overview

Establishes a statutory framework for civil protection at the local level by:

- Establishing clear roles and responsibilities for local responders
- Giving greater structure and consistency to civil protection activity
- Creates Category 1 and Category 2 Responder classification
- Local Authorities are classed as a Category 1 responder



Council's responsibilities under the CCA as a Category 1 responder

- Assess, plan and advise on risk of an emergency and carry out risk assessments
- Have emergency plans in place
- Maintenance of plans for reducing, controlling and mitigating the effects of an emergency incident
- Co-operate with other local responders to enhance efficiency, coordination and information sharing
- Warn and inform the public in the event of an emergency
- Have business continuity management plans in place
- Advise and assist the public with making arrangements for business continuity management



Civil Contingencies Act 2004

definition of an emergency

An emergency is defined as :

- An event / situation that threatens serious damage to human welfare
- An event / situation which threatens serious damage to the environment, or
- War, terrorism, which threatens serious damage to security



Civil Contingencies Act 2004, types of emergencies

- Loss of human life
- Human illness or injury
- Homelessness
- Damage to property
- Disruption to money, food, water, energy or food
- Disruption of facilities of transport
- Disruption of services relating to health
- Contamination of land, water or air
- Disruption or destruction of plant life or animal life



Council's response to an emergency

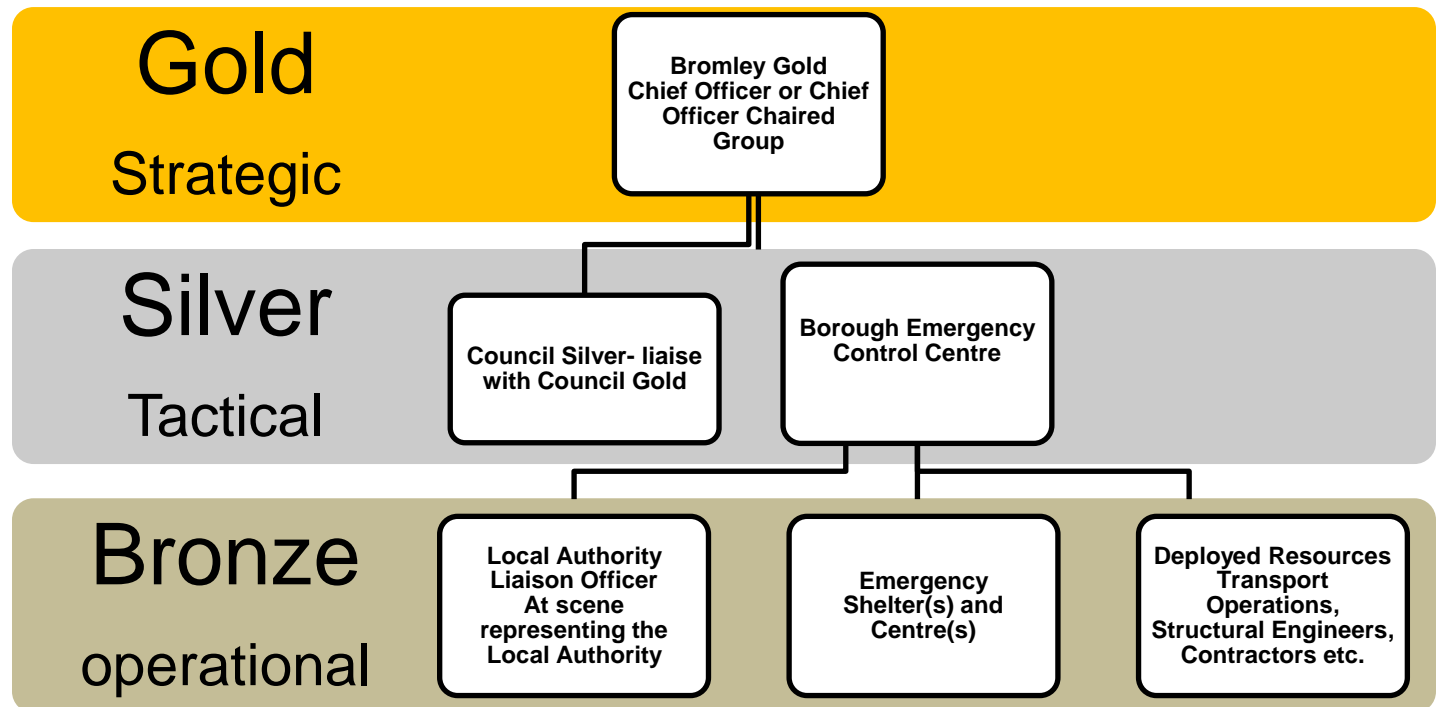
Local Authorities play a critical role in civil protection. The Council will play an enabling role, working with partners to;

- Provide immediate shelter and welfare
- Provide medium to longer term welfare support and community needs as part of the recovery effort
- Draw on a range of resources and technical expertise to support the recovery
- Co-ordinate the activities of the voluntary sector and volunteers, and
- Lead the recovery effort



The Council's roles in an emergency

Command and Control



Council's response arrangements for emergencies

- On call Gold capability 24/7 at Director level
- Generic strategy statement in place
- Silver - during office hours – member of the EP and CR team
- Silver - out of office hours – on call rota
- Bronze roles – trained volunteers not on call



Council's recent response to emergency incidents

- Evacuation of 72 flats at County House, Beckenham
- Gas leak affecting 400 homes in Worsley Bridge Rd area
- Severe flooding affecting 54 properties in St Mary Cray
- Storm Eunice response
- Water disruption affecting 45,000 properties in Bromley
- Fire at St Marks Square, with 150 people evacuated



Councillor's role to support emergency preparedness

“As representatives of their local communities, Ward Councillors can help build community resilience and strengthen the Council's ability to respond to emergencies by developing an understanding of their local areas and building relationships with them.”

Quote from 'A councillors guide to civil emergencies' published by the LGA



To support emergency preparedness, Councillors may consider;

- Promoting self-resilience within the community and help manage residents' expectations
- Engaging with community members involved in community resilience work more widely
- Promoting and encourage the preparation of Community plans
- Identifying local groups and partners who may be able to play a role in preparedness, response and / or recovery and where appropriate, provide associated details to Council Officers
- Developing knowledge further with regards the Resilience Agenda



Councillor's role during the emergency response phase

“The most important role for local Councillors in the event of an emergency will be to be in their communities, providing support and reassurance to residents, calming tensions if these have become inflamed and providing as much information as possible, including correcting inaccuracies and rumours”

Quote from ‘A councillors guide to civil emergencies’ published by the LGA



During the emergency response phase, Councillors may consider;

As Community representatives

- Identifying the needs of residents and the community and advise responding organisations / Council staff accordingly
- Confirming the reliability of information before passing it on
- Avoiding attempting to get involved in the operational response to the emergency
- Maintaining a record of significant experiences and actions for use in subsequent debriefs / inquiries etc



During the emergency response phase, Councillors may consider;

As Community Leaders

- Being a visible, trusted and reassuring presence in the community
- Advising responding staff of your presence when providing support to communities
- Communicating key messages and reliable information to the public and the media on behalf of the Council
- Signposting residents and businesses towards the right agency to get the support they need
- Providing support and encouragement to Council staff and others involved in the response effort



Councillors role during the Recovery phase

“Recovery will be multi-faceted and may be long running, potentially involving many more agencies and participants than the response phase. It will certainly be more costly in terms of resources, and it will undoubtedly be subject to close scrutiny from the community and the media.”

Quote from ‘A councillors guide to civil emergencies’ published by the LGA



During the Recovery phase, Councillors should consider;

As Community representatives

- Listening to, and advocating on behalf of the community to ensure their needs and aspirations inform the recovery process
- Helping assess how business as usual services are being delivered alongside the recovery operation
- Ensuring the community are being kept well informed of plans and progress
- Providing community feedback on the progress of the recovery operation



During the Recovery phase, Councillor's should consider;

As Community Leaders

- Continuing to be a visible, trusted and reassuring presence in the community
- Communicating key messages and reliable information to the public and the media on behalf of the Council
- Participating in community self-help groups that may be set up to support those affected in the community
- Attending memorial or remembrance services, as appropriate.
- Providing support and encouragement to Council staff and others involved in ongoing recovery effort.



Other considerations for Councillors

- Assemble a response kit
- Notification of an incident
- Attending the incident
- Presence of the media
- Maintaining a record



London Borough of Bromley

Emergency Planning and Corporate Resilience

Any Questions ?

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