

Notice of Overview and Scrutiny Board

Date: Monday, 14 June 2021 at 6.00 pm

Venue: Committee Suite, Civic Centre, Poole BH15 2RU



Membership:

Chairman:

Cllr S Bartlett

Vice Chairman:

Cllr V Slade

Cllr L Allison

Cllr M Cox

Cllr L Dedman

Cllr B Dion

Cllr M Earl

Cllr J Edwards

Cllr D Farr

Cllr L Fear

Cllr S Gabriel

Cllr M Howell

Cllr D Kelsey

Cllr T O'Neill

Cllr C Rigby

All Members of the Overview and Scrutiny Board are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MId=4865>

If you would like any further information on the items to be considered at the meeting please contact: Claire Johnston - 01202 123663 or email claire.johnston@bcpcouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email press.office@bcpcouncil.gov.uk

This notice and all the papers mentioned within it are available at democracy.bcpCouncil.gov.uk

GRAHAM FARRANT
CHIEF EXECUTIVE

4 June 2021



Available online and
on the Mod.gov app



Maintaining and promoting high standards of conduct

Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests

Do any matters being discussed at the meeting relate to your registered interests?

Disclosable Pecuniary Interest

Yes

Declare the nature of the interest

Do NOT participate in the item at the meeting. Do NOT speak or vote on the item EXCEPT where you hold a dispensation

You are advised to leave the room during the debate

Local Interest

Yes

Declare the nature of the interest

Applying the bias and pre-determination tests means you may need to refrain from speaking and voting

You may also need to leave the meeting. Please seek advice from the Monitoring Officer

No

Do you have a personal interest in the matter?

Yes

Consider the bias and pre-determination tests

You may need to refrain from speaking & voting

You may also need to leave the meeting. Please seek advice

No

You can take part in the meeting speak and vote

What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer
(susan.zeiss@bcpcouncil.gov.uk)

Selflessness

Councillors should act solely in terms of the public interest

Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

AGENDA

Items to be considered while the meeting is open to the public

1. **Apologies**

To receive any apologies for absence from Members.

2. **Substitute Members**

To receive information on any changes in the membership of the Committee.

Note – When a member of a Committee is unable to attend a meeting of a Committee or Sub-Committee, the relevant Political Group Leader (or their nominated representative) may, by notice to the Monitoring Officer (or their nominated representative) prior to the meeting, appoint a substitute member from within the same Political Group. The contact details on the front of this agenda should be used for notifications.

3. **Declarations of Interests**

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

Declarations received will be reported at the meeting.

4. **Public Speaking**

To receive any public questions, statements or petitions submitted in accordance with the Constitution, which is available to view at the following link:

<https://democracy.bcpccouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

The deadline for the submission of a public question is 4 clear working days before the meeting.

The deadline for the submission of a statement is midday the working day before the meeting.

The deadline for the submission of a petition is 10 working days before the meeting.

5. **Scrutiny of Transport and Sustainability Related Cabinet Reports**

7 - 50

To consider the following Transport and Sustainability related reports scheduled for Cabinet consideration on 23 June 2021:

- **Council Fleet Replacement Programme & Sustainable Fleet Management Strategy**

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet members invited to attend for this item: Councillor M Greene, Portfolio Holder for Transport and Sustainability and Councillor M

Anderson, Portfolio Holder for Environment, Cleansing and Waste

The Cabinet report for this item is included with the agenda for consideration by the Overview and Scrutiny Board.

6. Tree management across the BCP area

51 - 60

The Board is asked to consider information provided on tree management across the BCP area, making recommendations as appropriate and agreeing any further action for scrutiny. This follows a request for scrutiny that was made by a Councillor and subsequently agreed by the Board for inclusion on its Forward Plan.

7. Scrutiny of Community Safety Related Cabinet Reports

61 - 80

To consider the following Community Safety related reports scheduled for Cabinet consideration on 23 June 2021:

- **Public Spaces Protection Order**

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor M Haines, Portfolio Holder for Community Safety

The Cabinet report for this item is included with the agenda for consideration by the Overview and Scrutiny Board.

8. Scrutiny of Homes Related Cabinet Reports

81 - 88

To consider the following Homes related reports scheduled for Cabinet consideration on 23 June 2021:

- **Annual review of housing wholly owned companies**

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor R Lawton, Portfolio Holder for Homes

The Cabinet report for this item is included with the agenda for consideration by the Overview and Scrutiny Board.

9. Future Meeting Dates 2021/22

To note the following proposed meeting dates and locations for the 2021/22 municipal year:

- 14 June 2021 – Poole Civic Centre and Via MS Teams
- 19 July 2021
- 23 August 2021
- 20 September 2021
- 18 October 2021

- 15 November 2021
- 6 December 2021
- 3 January 2022
- 31 January 2022
- 28 February 2022
- 4 April 2022

Further meetings locations are to be confirmed.

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

This page is intentionally left blank

CABINET



Report subject	Council Sustainable Fleet Management Strategy and Fleet Replacement Programme
Meeting date	23 June 2021
Status	Public Report
Executive summary	<p>The report seeks endorsement of Bournemouth Christchurch & Poole Council's first Sustainable Fleet Management Strategy that will raise awareness of these high profile and high value corporate assets, communicate governance arrangements to ensure the fulfilment of the councils legal obligations as a vehicle Operator Licence holder whilst detailing the roles and responsibilities of those who operate/maintain them. It will also provide clear decision making processes to deliver an integrated corporate fleet management service.</p> <p>Underpinning this strategy is the requirement for a sustainable (legally, financially, and environmentally) Fleet Asset Replacement Programme. A financing programme required to fund the replacement of core vehicles, plant and equipment as they come to the end of their economic life.</p> <p>If approved, this will form the basis of an ambitious council wide Fleet Management De-Carbonising Strategy and Replacement Programme for the next 3 years, 2021 – 2024, that proposes to balance investment in the necessary alternative fuel technology and infrastructure to support a significant increase of 104, from the current 13 Ultra Low Emissions Vehicles (ULEV) purchased and operated by the council, as well as a reduction in CO2 emissions of non ULEV's producing a combined CO2 saving of 3,062 tonnes. This is to support the council's 2030 carbon neutral declaration against as yet unknowns of the council's ongoing corporate transformation programme and asset and accommodation strategy.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <ul style="list-style-type: none"> a) Members endorse the Sustainable Fleet Management Strategy, acknowledging the necessity for an initial 3 year phased approach towards achieving an ultra-low emission fleet and the future key infrastructure decisions required that will determine its direction and success. b) Members endorse the move to using Hydrotreated

	<p>Vegetable Oil (HVO) as a replacement for conventional diesel throughout the council vehicle fleet. Approving commencement of procurement for the provision of HVO fuel and the supply. This cleaner, less polluting fuel results in a significant CO2 emission reduction.</p> <p>c) Members approve the £0.39m capital spend necessary to fund the supporting infrastructure investment to realise significant increases in ULEV's purchases, to be funded from capital grant</p> <p>d) Members approve the Fleet Replacement Plan 2021 – 2024 and authorise the procurement of the remaining vehicles in the plan as vehicle lives expire.</p> <p>Cabinet recommend that Council approve;</p> <p>e) Members approve the use of new prudential borrowing for the Fleet Replacement Plan and recognise the impact of this on the annual revenue budget requirement.</p>
Reason for recommendations	<p>The proposed Fleet Replacement Plan and Sustainable Fleet Management Strategy set out the vital ambitious foundations towards achieving sustainable fleet management for BCP Council and a commitment towards its ambition of becoming carbon neutral by 2030.</p> <p>Failure to approve the Fleet Replacement Plan and associated Sustainable Fleet Management Strategy places the authority at risk as vehicles reach end of life of repeated statutory service failure, associated reputational damage, increased revenue budget pressure and potential for breach of its Operator Licence compliance.</p>

Portfolio Holder(s):	<p>Cllr Mark Anderson, Portfolio Holder for Environment</p> <p>Cllr Mike Greene, Cabinet Member for Transport and Sustainability</p>
Corporate Director	Kate Ryan, Director Environment & Communities
Report Authors	<p>Kate Langdown – Service Director</p> <p>Mark Parsons – Transport & Operating Centres Manager</p> <p>Shirley Haider – Management Accountant</p> <p>Tina Worthing – Finance Manager</p> <p>Steve Wade – Management Accountant</p>

	Russell Smith – Accountant Mike Morris – Senior Property Manager
Wards	Not applicable
Classification	For Recommendation & Decision

1. Background

- 1.1 On the 17 January 2020 a report entitled 'Transition to a Sustainable Fleet Strategy' was considered by Cabinet with the following recommendations made:
- a) the development of a rationalised, long-term BCP Sustainable Fleet Strategy be endorsed;
 - (b) the financial impact of the varied approach to fleet replacement by legacy Councils on the BCP Sustainable Fleet Strategy be acknowledged;

2. Sustainable Fleet Management Strategy

- 2.1 The developed Sustainable Fleet Management Strategy provides a pathway approach that will help to ensure BCP Council has safe, reliable, cost effective and carbon reduced vehicles, plant and associated equipment, at the right time and at the right cost to support the strategic, corporate and service objectives of the Council and to support good service delivery
- 2.2 Vehicles/plant and mechanised equipment are corporate assets; they have a capital value, require revenue to operate and maintain and necessitate statutory safety inspections to comply with various regulations. Environment Services (Fleet Services) are responsible for the purchase, maintenance, repair and disposal of all such assets owned by BCP Council these being:
- large goods vehicles
 - vans and pick ups
 - minibuses
 - heavy plant and lifting equipment.
 - grounds maintenance equipment
 - depot plant
 - trailers and tractors
- 2.3 The summary live asset replacement needs schedule is shown in Appendix A – Fleet Replacement Plan. Please note this schedule has been formulated using the best available data and condition assessments at the time of undertaking. However, it may be necessary to amend/reprioritise vehicles to purchase due to emerging vehicle failure or service need and, as such, is a live document.

- 2.4 The plan will be adapted throughout its lifetime in response to the council's transformation agenda via service units with the ambition to realise overall reductions in the number of assets utilised by the council where achievable. Any increase in assets held against the plan, for example to support income generation or growth demand, will only be supported via the production of an approved business case and identified funding.
- 2.5 The council, through this strategy, will raise awareness of these important corporate assets, establish governance arrangements, defined roles and responsibilities and will provide clear decision-making processes to deliver an integrated corporate fleet management service.

3. Climate & Ecological Emergency Response

- 3.1 In July 2019 the council declared a Climate and Ecological Emergency making a formal commitment to doing all it can to achieve the target of becoming carbon neutral by 2030. This strategy creates an ambitious starting pathway towards greening the council's fleet of vehicles and other associated mechanised equipment to minimise the environmental and health impacts they cause, without compromising on the quality and efficient services we deliver daily to our residents.
- 3.2 As work progresses at pace with the council's transformation programme and accommodation strategy, it is recognised both will impact our future operating models. This is coupled with industry uncertainty around the direction of future Ultra Low Emissions Vehicles (ULEV's) technology, particularly in terms of Large Goods Vehicles (LGV's), where the marketplace is yet to mature. Additionally, some types of vehicles are not yet widely available and new market entrants' longevity and fitness for purpose remain, in part unproven. It is therefore proposed that the council's Sustainable Fleet Replacement Strategy is delivered in 2 phases:
- Phase 1. An initial 3-year commitment that sets out an ambitious beginning of our pathway towards greening our fleet of vehicles:
 - utilising existing operating centres with a considered investment in infrastructure and supply upgrades that will be required to deliver a significant increase in ULEV's
 - widespread switch to alternative sustainable fuels Hydrotreated Vegetable Oil (HVO) replacing conventional fossil fuel diesel across the non ULEV council fleet wherever supported by vehicle manufacturers.
 - introduction of pilots for home charging of BCP vehicles that operate directly from employees' homes.
 - Phase 2. Will be to review the learning and success from phase one and re-strategize for 2025 onwards as required in response to both organisational and industry advancements that will influence the longer-term vehicle replacement plan. This will include a further Council report that will seek approval for a revised strategy and for funding for the next tranche of vehicle replacements.

Investment in Electric Vehicles (EV)

- 3.3 The 3-year programme seeks to ambitiously build on the existing 13 EV fleet currently operated by the council. Between 2021 & 2024 the replacement plan

proposes to procure a further 104 electric vehicles within an overall total of 369 fleet replacements required in this period.

3.4 Proposed ULEV purchases CO2 savings

Replacement Year	No of ULEV Proposed	Yearly CO2 kg reduction	Cumulative CO2 kg reduction
2021/22	80	279,722.54	279,722.54
2022/23	13	98,565.39	378,287.93
2023/24	11	17,827.63	396,115.56
Total 104		396 tonne CO2 reduction	

3.5 To achieve this the council must invest in necessary infrastructure. To date 19 x 7.2kw chargers have already been installed and a further 3 units already approved to support previously approved vehicle replacement needs funded via the Office of Low Emission Vehicle grant funding.

3.6 Site surveys have been undertaken to determine need and appropriateness. The strategy proposes an investment of £0.39m to realise the electric vehicle ambition.

3.7 In realising the electric vehicle ambition, it should be noted that an element of the infrastructure investment will be location specific installation and will not be transferable to another site should the council decide to move its depot provision in the future. Of the identified £0.39m infrastructure cost it is estimated only £0.15m will be transferrable to a new site. It is proposed to fund this from the MHCLG Waste Infrastructure fund.

Investment in Sustainable fuel - Hydrotreated Vegetable Oil (HVO)

3.8 The strategy proposes the widespread replacement of conventional fossil fuel diesel with HVO. This follows successful council trials and will enable the council to achieve up to 90% reduction in tailpipe emissions amongst vehicles not yet in need of replacement, or where there is unavailability in the marketplace or operational uncertainty about replacing a vehicle with an EV alternative.

3.9 HVO is a paraffinic fuel that is chemically similar to conventional fossil fuel diesel and complies with European Standard EN1590. It is also a renewable energy source, produced from 100% sustainable renewable waste feedstocks coming from waste cooking oil, residues etc.

3.10 HVO can be introduced into most diesel engines without any mechanical modifications and as such is labelled "drop in fuels". Of our current 3,358t CO2 fleet emissions, in addition to the proposed EV conversions achieving 396t by 2024 a change to HVO could produce a 2,666t CO2 saving from 22/23. These combined changes should reduce emissions by more than 91%.

- 3.11 The proposed adoption and procurement specification prerequisite of HVO across the council fleet would be specified as an accredited fuel under the Zemo Partnership Renewable Fuels Assurance Scheme for high -blend renewable fuels, that complements the safe guards included in the Renewable Transport Fuel Obligation (RTFO). The assurance criteria are based on life cycle GHG emissions, feedstock sustainability and supply chain traceability.

The first full year effect of conversion will be 2022/23.

- 3.12 Revenue implications of a procurement move to HVO is likely to be 10 – 15% more than conventional fossil fuel diesel at present, however, it is anticipated over future years this gap will likely reduce as Government continue to disincentivise fossil fuel usage.
- 3.13 The figure below shows the combined financial impact of the plan to convert some vehicles to ULEV and the remainder to HVO, and then continue to replace converted HVO vehicles with ULEV, reducing the fuel costs in future years.

Cumulative Fuel Savings

	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000
Fuel cost	1,472	1,467	1,524	1,497	1,488	1,438	1,408	1,398	1,237	1,010
Annual change		(5)	57	(27)	(9)	(50)	(30)	(10)	(161)	(227)
Cumulative Impact		(5)	52	25	16	(34)	(64)	(74)	(235)	(462)
Fuel Savings (Diesel/HVO)		(5)	(3)	(35)	(43)	(107)	(148)	(170)	(348)	(595)
ULEV Charging Costs			55	60	59	73	84	96	113	133
Net		(5)	52	25	16	(34)	(64)	(74)	(235)	(462)

Note:

Conversion of the fleet to HVO in 2022/23 means very little fuel savings achieved in that year.

2024/25 onwards figures are based on future years modelled EV purchases achieving 85% EV conversion of the vehicle fleet (based on current marketplace availability) and assumes zero inflation. This will be subject to a Phase Two fleet replacement report decision in 2024.

Pilot Employee Home Charging Scheme

- 3.14 To enable the future adoption of more electric vehicles across the council fleet and provide solutions to current council owned site charging limitations, a home charging scheme pilot will be launched.

- 3.15 The pilot, if successful, will be used to inform the development of the council's policy and processes with appropriate consideration of the legal, financial, environmental and safety related factors such as charge point payment mechanisms, paving the way for a wider roll-out of vehicles that for operational reasons are taken home by employees. If successful, the scheme could enable the council to increase its future electric fleet by a further 113 home charged based vehicles when they are due to be replaced.
- 3.16 The full strategy is detailed in Appendix B – Sustainable Fleet Management Strategy.

4. Funding Strategy

- 4.1 The £31.1m Fleet Replacement Plan identified in figure 1 covers the years 2020 – 2024. £4.18 million has already been approved and spent in 2020. Approval is sought for the £26.92 million element of the plan covering the period 2021 - 2024 After the application of existing available budget, is proposed to fund this from prudential borrowing. The CIPFA Prudential Code for Capital Finance stipulates that a council can utilise prudential borrowing to finance capital expenditure where: “it is supported by a robust business case that demonstrates that both the borrowing capital and associated interest repayments can be funded over the life of the asset”. Repayment of new borrowing is required to commence in the first full year after borrowing is taken out. It is proposed this will be facilitated through annual ‘vehicle specific’ borrowing repayment budgets established within base budgets, that spread the cost of upfront borrowing over 8 years (the average life of vehicles in the Plan).
- 4.2 Originally the estimated vehicle spend for 2020/21 was £7.3m, actual spend is £4.18m. The revenue budget for repayment of the borrowing for these items is already provided for centrally and is therefore fully funded. The balance of purchases has been slipped into 2021/22. This has had the effect of reducing the impact of the anticipated prudential borrowing requirement of the plan in 2022/23 and increasing it for 2023/24.
- 4.3 Figure 1 below demonstrates the revenue impact of the plan over the next three years. The borrowing requirement in relation to vehicles purchased in 2020/21 is already provided for through existing budgets. The replacement plan from 2021/22 onwards has £2.289m of revenue budget to support the borrowing need (for example lease / hire vehicle budgets for vehicles acquired through the plan, revenue budget provision in relation to Christchurch fleet), although some of this is one-off in nature. The additional annual requirement for 2022/23 is £0.63m, increasing to £2.4m in 2023/24

Figure 1	2020/21 £k	2021/22 £k	2022/23 £k	2023/24 £k	Total £k
Prudential borrowing requirement (repay from following year)					
Fleet Strategy	4,148	17,801	5,498	3,655	31,102
Total new borrowing	4,148	17,801	5,498	3,655	31,102
Annual borrowing repayment including interest @ 3%	0	591	3,127	3,910	7,628
Annual borrowing repayment	0	591	3,127	3,910	7,628
Leasing budgets	0	0	(145)	(228)	(373)
Prudential borrowing budgets	0	(591)	(885)	(885)	(2,361)
ULEV/HVO savings		0	0	0	0
Recharges to HRA / Capital	0	0	(115)	(115)	(230)
Vehicle related revenue budgets	0	(591)	(1,145)	(1,228)	(2,964)
One off surplus from previous year		0	(560)		(560)
Application of historic vehicle capital receipts			(291)		(291)
Application of future vehicle capital receipts			(293)	(73)	(366)
One-off funding	0	0	(1,144)	(73)	(1,217)
Annual revenue cost (inc risk premium)	0	(0)	838	2,609	3,447
Risk premium (diff betwn interest @ 3% and 1.43%)	0	(38)	(204)	(255)	(497)
Annual revenue cost (exc risk premium)	0	(39)	634	2,354	2,950

- 4.4 There is currently a provision of £1.647m in the MTFP for 2022/23, with a further increase of £0.47m in 2023/24. These provisions can now be revised, reducing the increase in budget for 2022/23 by £1.013m, and increasing the budget by an additional £1.25m in 2023/24 to match the requirements in Figure 1. The planned purchases of £3.65m in 2023/24 will require an additional £0.9m of budget provision in 2024/25.

	2020/21 £k	2021/22 £k	2022/23 £k	2023/24 £k	Total £k
MTFP proposal as at February 2021	0	0	1,647	470	2,117
Change proposed	0	0	(1,013)	1,250	237
Revised MTFP proposal June 2021	0	0	634	1,720	2,354

As shown in 3.13 once the conversion to ULEV and HVO are bedded in, revenue savings will start to be achieved, estimated at £.034m in 2025/26 increasing to £0.462m by 2029/30. Subject to Phase Two fleet procurement decision report in 2024.

- 4.5 Members are reminded that the reason BCP Council finds itself in this financial position is because of the differences in funding approaches used by legacy authorities. Bournemouth Borough Council historically utilised a combination of capital grant funding, one-off reserve allocations or one-off in year revenue savings to finance fleet purchases. In Christchurch a mixed approach to fleet funding was used with a proportion of fleet funded from ongoing revenue budget, others from one-off capital resource. The results of this approach are that insufficient revenue vehicle budgets were set aside in legacy revenue budgets through which to fund the replacement at life expiry. BCP Council has therefore inherited a largely ageing fleet with inadequate revenue budget provision set aside through which to fund its replacement.
- 4.6 The council retains the option of utilising capital grant funding to acquire a proportion of the fleet. This would reduce the borrowing requirement and subsequent impact on the MTFP. Whilst it would offer some 'breathing space', it is not a permanent and financially sustainable solution as the same funding pressures / issues would still emerge 8 years from now.
- 4.7 The council could also consider postponing the acquisition of some vehicles to later years – utilising more leased / hired vehicles in the interim. This is not deemed to be cost effective as the cost of hiring vehicles is proven to be more expensive than outright acquisition.

5 Financial Risks

- 5.1 Fleet cost estimates within the plan are based on recent vehicle acquisition prices, awarded either off competitive procurement frameworks or after a fully open procurement exercise. Whilst some allowance is made for likely inflationary increases in vehicle acquisition price, final capital outlay will only be known once the procurement process for each vehicle is completed. There is therefore an underlying financial risk that capital outlay in the Plan is undervalued.
- 5.2 All capital receipts from selling vehicles to be replaced will be recycled back into the funding of the ongoing replacement programme. The plan assumes a level of residual value on vehicles of around 1.5% of purchase price. Should these residual values not be realised, the budget required to cover the borrowing repayments would need to be increased. The percentage applied is deemed to be highly prudent and should be attainable across the entire fleet.
- 5.3 The MTFP pressure makes no allowance for risk premium. In line with the Council's Invest to Save framework, a low risk rate of 3% is applied to borrowing repayments, where the project relies on future income streams to repay the borrowing. As there is

no reliance on future income in this instance the risk premium has been excluded from net revenue pressure funding being sought.

- 5.4 Some or all of the new prudential borrowing requirement is likely to be affected through new PWLB loans. Members will be aware that the PWLB is in the process of consulting on changes to the PWLB borrowing framework. Proposed changes will restrict the circumstances in which a Council can access PWLB borrowing. The consultation makes it clear, however, that Councils can still access PWLB borrowing for capital spend that falls into one of the following categories:

- Service delivery
- Housing
- Regeneration
- Refinancing (of historic PWLB debt)

The Fleet Replacement Plan falls under the “Service Delivery” category. The Council therefore assumes continued access to PWLB borrowing to finance the Plan if required.

6. VFM Assessment

- 6.1 All vehicles within the plan have been rigorously scrutinised and challenged with regard to the future necessity of replacement need and will be again ahead of the year replacement is due. All vehicles in the plan will be acquired through an open and transparent competitive procurement process.
- 6.2. The council considers the outright acquisition of vehicles to be more cost effective than a lease / hire option, and it also offers greater service flexibility. This is supported by marketplace monitoring. Fleet Management Officers will continue to periodically sample model procurement options with Financial and Procurement Services
- 6.3 The plan optimises expected vehicle lifespans – vehicles are intended to be replaced only when vehicle lives expire. Repairs and maintenance budgets are consistent with this approach.

7. Summary of legal implications

- 7.1 BCP Council is required to adhere with Transport legislation which is intrinsically connected to a providing a safe and compliant fleet:
- The Road Traffic Act 1998 Section 74
 - The Goods Vehicle Licence of Operators 1995
 - Traffic Act 1968
- 7.2 Proactive investment in the Fleet Replacement Programme reduces the risk of failure to comply with the requirements of the Operator’s Licence and associated legislation.

8. Summary of human resources implications

- 8.1 There are no human resources implications arising from this report

9. Summary of sustainability impact

- 9.1 The purchase of new vehicles has an environmental impact in terms of the use of materials used to make the vehicles and embodied emissions from the manufacturing process. However, the replacement of aged Euro 4 and 5 diesel assets with electric, hybrid, petrol and (where no practical alternative exists) Euro 6 diesel will result in a significant reduction in the emissions of all types of pollutants from the Councils' fleet, which will contribute positively to improving air quality across the conurbation.
- 9.2 Adopting HVO as the primary fuel for council fleet assets not proposed to be replaced by EV at this time will reduce CO2 tailpipe emissions by up to 90% thereby make a significant contribution towards reducing the council's scope 1 emissions and commitment to being carbon neutral by 2030.

10. Summary of public health implications

- 10.1 The Fleet Replacement Programme will help ensure vehicles are replaced in a timely manner to take advantage of the latest emissions, telematics and safety related technology to improve public safety and local air quality.
- 10.2 Removing diesel fuel as the primary fuel source for council vehicles to HVO fuel will positively result in fewer exhaust emissions and result in improved air quality and therefore better public health.
- 10.3 A switch to Electric Vehicles produces a reduction in operating noise and associated quality of life. As an example, an ERCV operates at 60 decibels versus a diesel equivalent operates at 100 decibels.

11. Summary of equality implications

- 11.1 There are no specific issues arising from this Fleet Replacement Programme report. Vehicle specifications are assessed to consider equality implications as part of the procurement process.
- 11.2 A full equality impact assessment relating to employee at home electric vehicle charging will be undertaken in advance of the pilot.

12. Summary of risk assessment

- 12.1 Failure to replace vehicles, plant and equipment in a timely manner increases the likelihood of equipment related incidents that could result in fatality, serious injury, prosecution (including the potential for corporate manslaughter) and serious loss of reputation.
- 12.2 Poor fleet management can have a serious detrimental effect on service units ability to deliver services cost effectively. The current combined fleet assets are approximately £38m in value and, with an annual operating budget of £4.2m fleet is a significant component to ensuring business continuity and providing support for growth.
- 12.3 Climate & Ecological Emergency Declaration, delays in securing capital funding to support decarbonising the Council fleet and investment in associated infrastructure will result in the Council not achieving its 2030 carbon neutral ambition and targets will need to be revised to reflect this.

- 12.4 Ability to achieve EV conversion as planned will be dependent upon Scottish & Southern Electrics (SSE) ability to resource the infrastructure upgrade requirements within the timescales needed. Whilst discussions have been held and quotations received this cannot be confirmed until a formal works order is placed.

13. Background papers

Transition to a Sustainable Fleet Strategy (Published works)

Covid-19 Fleet Procurement Decision Record (CIMT)

Appendices

Appendix A Live Summary Fleet Replacement Programme

Appendix B Proposed Sustainable Fleet Management Strategy

Appendix C Decision Impact Assessment

This page is intentionally left blank

21

Estimated cost					Number of vehicles				Items of plant			
	2021/22 £k	2022/23 £k	2023/24 £k	Total £k	2021/22	2022/23	2023/24	Total	2021/22	2022/23	2023/24	Total
Environment & Community												
Environment												
Bereavement	94	0	0	94	4	0	0	4	0	0	0	0
Cleansing	927	534	106	1,567	19	6	1	26	3	0	0	3
Fleet	275	55	0	330	8	2	0	10	2	0	0	2
Grounds	3,432	1,498	818	5,747	50	15	11	76	454	119	100	673
HWRC	194	150	214	558	1	1	2	4	0	0	0	0
Refuse	5,765	2,435	185	8,385	29	11	1	41	4	0	0	4
Highways	3,547	86	90	3,723	31	3	1	35	12	0	2	14
Housing												
Corporate Works Team	273	65	0	338	8	2	0	10	2	0	0	2
Facilities Management	160	0	0	160	1	0	0	1	4	0	0	4
Housing	120	0	0	120	4	0	0	4	2	0	0	2
In House Team	784	98	1,085	1,967	27	4	37	68	1	0	0	1
Communities												
Regulatory	80	25	0	105	3	1	0	4	0	0	0	0
Regeneration & Economy												
Destination & Culture												
Culture	35	0	25	60	1	0	1	2	0	0	0	0
Seafront	256	0	95	350	7	0	4	11	3	0	0	3
Upton Country Park	51	0	1	52	3	0	0	3	0	0	1	1
Growth & Infrastructure												
Engineers	136	52	61	249	7	2	1	10	0	0	1	1
Parking	401	44	0	445	15	4	0	19	3	0	0	3
Passenger Transport	975	328	951	2,254	7	7	9	23	2	0	0	2
Resources												
IT	25	0	0	25	1	0	0	1	0	0	0	0
Mayoralty	0	90	0	90	0	2	0	2	0	0	0	0
SVPP	0	39	0	39	0	2	0	2	0	0	0	0
Adult Social Care												
Social Services	176	0	0	176	8	0	0	8	0	0	0	0
Transportation	95	0	25	120	4	0	1	5	0	0	0	0
Total	17,801	5,498	3,655	26,954	238	62	69	369	492	119	104	715

This page is intentionally left blank



Sustainable Fleet Management Strategy 2021 – 2024

Forward

I am pleased to introduce Bournemouth, Christchurch and Poole Council's first Sustainable Fleet Management Strategy. Its aim is to ensure services have compliant assets in the right place at the right time and that offer value for money. Very importantly through the adoption of a measured evidenced based approach Fleet Services will make ambitious strides to support the council's commitment to become carbon neutral by 2030.

Our fleet and equipment are vital assets in the delivery of services to our residents, businesses and visitors. The high-profile brand of BCP Council vehicles amongst our communities has implications for the council's reputation. A well maintained and efficient fleet contributes to public confidence in the council.

All vehicles and equipment must be fit for purpose and need to be managed effectively to support our services and ensure the health and safety of staff, customers and the wider community.

The timely procurement and management of these assets is key to delivering the council's five priorities:

- Sustainable Environment
- Dynamic Places
- Connected Communities
- Brighter Futures
- Fulfilled Lives.

This strategy provides the framework for the procurement, management and maintenance of all the vehicles, plant and mechanical equipment operated and required by the council. It also helps the council to deliver its services and meet its regulatory obligations as a Department of Transport Operator Licence holder.

Its success will be dependent on securing long term financial commitment and the support and co-operation of all employees to ensure our asset portfolio is always operated efficiently, responsibly, and sustainably.

Councillor Mike Greene

Portfolio Holder for Transport & Sustainability

Content

Vision & Objectives	1
Fleet Services Profile & Operating Budget	2
Corporate Fleet Assets Roles and Responsibilities	3
Key Functions of the Fleet Services Team	4
Fleet Asset Replacement and Management Process	7
Replacement Financing Strategy and Operating Budget	8
Decarbonising Our Vehicle Fleet 2021 – 2024	9
Key Targets and Measures	14

Vision and Objectives

Effective management of fleet related assets is critical to the delivery and performance of council services. This Sustainable Fleet Management Strategy sets out and controls the management of council fleet related assets.

Our vision is to provide effective fleet procurement, management, and a workshop maintenance service, enabling our users to deliver safe, reliable and cost-effective services to our communities, with a commitment to significantly reducing our reliance on fossil fuels and to make our assets environmentally sustainable

The objectives of the Sustainable Fleet Management Strategy are:

- i. Assets fit for purpose - All vehicles/plant and equipment will be 'fit for purpose' in terms of condition and suitability for the intended use.
- ii. Safety - The vehicle/plant or equipment must secure the minimum health and safety risk to our staff and members of the public.
- iii. Assets used effectively – Assets will be treated as a corporate resource, and the need to own/maintain the vehicles/equipment will be regularly challenged with users and the performance of assets will be monitored and reported with the aim of eliminating unnecessary expenditure.
- iv. Sustainability - Assets, which run efficiently, maximise value for money, are environmentally and energy efficient contributing directly to delivering reductions in carbon emissions inclusive of the environmental life cycle of the vehicle and component parts (including fuel).
- v. Centralised financial management - All asset expenditure will be managed by Fleet Services via an agreed sustainable replacement/maintenance plan, appropriately funded from dedicated service revenue budget allocations. Fleet Services will work with services when additional/high cost assets are required that are outside of the approved replacement/maintenance plan to determine if the need can be met through existing wider fleet assets or confirm the need for service units to identify funds to cover such items.

Note: This strategy is not intended to cover the council's grey fleet - Vehicles that are owned and driven by an employee for business purposes. Separate future policies and processes are to be considered to address grey fleet and sustainable travel.

Fleet Services Profile

The current assets comprise of 611 vehicles.

This is made up of a diverse range of vehicles from small vans, light goods caged and tipper vans, tail-lift box vehicles, mini-sweepers, minibuses, gritters and tippers, skip loaders and a range of heavy goods vehicles.

These assets are critical for delivering statutory frontline and income generating services which include:

- collection of waste and cleansing services including commercial
- maintenance of roads, cycleways/footpaths and winter operations
- passenger transport provision
- maintenance of open spaces including beaches
- maintenance of public buildings the council's housing stock.

In addition, there are a further 801 items of plant and equipment necessary to deliver our core services.

Fleet Operating Budget

Current capital assets £38.9 million

The council's overall annual fleet operating budget is £4,603,330

Item	Spend	Notes
Vehicle fuel	£1,472,030	Existing vehicle fleet Based on £1.10 pl
Servicing and maintenance	£1,283,100	Includes labour and centre operating costs
Parts and materials	£1,133,300	Includes external works
Leasing and hire charges	£603,100	
Licences	£111,800	

Note – Insurance is excluded as it is part of the council's overall insurance premium.

Corporate Fleet Assets Roles and Responsibilities

Fleet Services

Overarching responsibility for the compliance of all requirements associated with the council's Vehicle Operators Licence and for the delivery of strategic fleet procurement, maintenance, and management.

Fleet Services will provide advice and guidance for all departments within the council on all aspects related to vehicle, plant and equipment assets operation related matters, including provision of driver training where required.

Directorates/Service Units

Timely identification and clear communication of requirements to deliver services including the pursuit of alternative environmentally suitable modes of travel. Production of evidence-based business cases including financial commitment to seek amendments to fleet portfolio. Managing staff to ensure they comply with BCP Council policies and procedures, Transport and Road Traffic laws. Suitably manage drivers to ensure adherence to regulations and that there is no damage to the assets in their control and that the safety of themselves and others is not compromised in any way.

Drivers/Operators

Compliance with all elements of BCP Council's driver policies, transport and road traffic laws. Use the assets in accordance with operating instructions and return them in good condition. Provide feedback via their service unit on the suitability of vehicles currently in service and any demo vehicles they are asked to trial.

BCP Council will ensure it develops a robust Vehicle Usage Policy and that it is reviewed periodically to maintain its integrity and effectiveness. The Vehicle Usage Policy's aim will be to clearly set out standards of driving conduct for staff to ensure their own and others safety. This will include the monitoring of drivers' hours, driver licences, and fitness to drive, vehicle use and accident reporting. Council vehicles include council owned, leased or hired vehicles.

Strategic Procurement

Provide specialist advice and support to Fleet Services and lead manage the procurement process and compliance with BCP Council and public procurement regulations.

Financial Services

Work with Fleet Services and service units to produce, maintain and monitor a sustainable financial plan to support the strategy to ensure approved budgets are not exceeded. Provide appropriate financial analysis on business cases, work with Fleet Services and service units to identify appropriate funding for additional assets outside of the approved plan and challenge to ensure maximum efficiency and sustainability.

Key Functions of the Fleet Services Team

Act as holder of Operator's Licence ('O' Licence) on behalf of the Council maintaining safe and compliant assets.

Our operations are highly regulated and must adhere to the 'O' Licence terms and conditions, European Directives, health and safety legislation, Driver & Vehicle Standards Agency (DVSA) and Driver & Vehicle Licensing Agency (DVLA) rules and regulations as well as BCP Council policies and guidelines covering vehicles and driver usage. Running a modern fleet is a safety critical operation that must ensure employee and public safety. This is achieved through best practice in vehicle inspection, maintenance, operation and procurement.

The general requirements of the 'O' Licence cover:

- laws relating to driving and vehicle operation are observed
- vehicle maintenance arrangements
- drivers' hours and records management
- vehicle overloading
- maintaining our operating centres
- provision of sufficient financial resource
- professional competence
- good repute.

Maintenance of in-house fleet and plant assets via in house workshops and external providers that support the enabling of front-line services to deliver their service requirements

Our workshops and support team employ 36 full time employees (FTEs) and currently operate across four locations - Southcote Depot Bournemouth, Hatchpond Depot Poole King's Park Depot Bournemouth (satellite site) and Grange Road Christchurch (satellite site)

Accident damage repairs will be arranged in liaison with the council's insurers. External vehicle body shop repair facilities will be used for accident damage repair and the work inspected by Fleet Services for compliance with standards.

Warranty repairs will be undertaken both internally and externally wherever most effective in the circumstances to minimise downtime.

The frequency of servicing can vary depending on the type of vehicle, this is governed by the terms of the council's Operators Licence, manufacturers recommendation and safety related compliance in general terms the frequencies are:

- annual service for all types
- annual MOT for all Large Goods Vehicles (LGV) and small vehicles + three years
- six weekly inspections / for O licence (LGV & Public Service Vehicles PSV)
- six monthly inspections for light commercials
- yearly services for small plant

Professional advice to users on vehicle specification and operation

We will work in partnership with service users to identify suitable replacement types, combining the expert knowledge and experience of service users to that of the fleet teams technical staff to ensure we secure the right product correctly specified to meet current and anticipated future needs. Fleet Services will arrange and manage suitable vehicle and technology demonstrators that will enable services to sample the current market, providing access to the latest technical advances in vehicle and vehicle management technology.

We will ensure vehicles are supplied with training, certification, support packages and warranties to ensure operators utilise vehicles and equipment safely, and managers are equipped to maximise any potential efficiencies and savings through the use of auxiliary systems – such as equipment telemetry and CCTV.

Manage vehicle procurement and branding for service users

Procurement of approved replacement vehicles will be subject to BCP Council Procurement Rules/Financial Regulations and EU Public Procurement Regulations.

There are several framework agreements available to us that can provide the service with a range of potential suppliers. Alternatively, and increasingly proving advantageous we can conduct our own bespoke procurement exercise. The options for procurement will be regularly reviewed by Procurement and Financial Services to ensure the most appropriate and cost-effective methods are used.

The evaluation and award criteria of the most appropriate vehicles/plant or equipment to select will include purchase costs, whole life running costs, spare parts, warranty provision and environmental credentials including full life cycle.

It is important that our vehicles comply with our brand guidelines and present a professional and consistent face to our surrounding communities. Only the BCP Council logo should appear on council vehicles – not individual directorate or service names.

Storage and supply of fuel

Fuel is supplied from three bunkered sites. The procurement and distribution of this fuel is managed by Environment Services.

Fuel management is key to monitoring vehicle use and detailed reporting is required to report on and manage CO2 emissions. Work is underway to consolidate fuel system telemetry and establish a direct link into Fleets management system *Tranman* which will provide detailed reporting on fuel use by type, class and service area.

Combined fuel use for the current BCP Council vehicle fleet excluding small plant equipment is estimated at 1.34 million litres which equates to approximately 3358 tonnes of CO2. Based on current diesel blend (7%)

Provision of a corporate vehicle hire facility

We will arrange car hire for any period over 12 days to ensure the vehicle appears on fourth directive insurance database. Hires for less than 12 days should be dealt with by individual service units directly via the corporately approved provider. All other hired vehicles are arranged centrally by Fleet Services, including commercial vehicles, to ensure compliance with insurance and Operators Licence requirements. All large commercial vehicles over 3500kgs have a safety inspection prior to service unit operation under 'best practice'.

Provision of core driver/operator training

Our driver / operator training is undertaken by our in-house training team Fleet Training Services. This training has been developed to fulfil our health and safety responsibilities, statutory duty and to provide staff with the skills they need to undertake their roles.

We are a Joint Approvals Unit for Periodic Training (JAUPT) accredited training centre this enables us to deliver Driver Certificate of Professional Competence training straight to our teams and in a way that ensures as little disruption to services as possible. We also have qualified instructors / assessors accredited with Independent Training Standards Scheme & Register (ITSSAR) delivering plant and machinery training.

Income generation via safety inspections and MOTs

We are an established and trusted organisation offering competitive prices. Our vehicle technicians are fully skilled in both light and heavy vehicles and are committed to carbon reduction and environmental sustainability.

We offer regular inspections and MOT classes 4 ,5 & 7 vehicles to businesses and private vehicle owners offering a full service and repair facility via our skilled fitters.

We provide a testing service for licensed taxis operating within the authority's area, in conjunction with and at the request of the licensing section of the council.

Disposal

Prior to disposal of vehicles at the end of their useful lives with the council, we will remove council equipment and livery. Prior to pre-sale, we undertake roadworthiness checks to maximise potential sale proceeds. Once de-commissioned, vehicles will be sold at auction using approved providers, or direct to public and private organisations where value for money can be demonstrated.

Proceeds from any sales of vehicles will be credited to the Fleet Asset Replacement Fund. Vehicles which are deemed to be beyond any use and have reached the end of life will be disposed of through recognised accredited vehicle dismantlers.

Fleet Asset Replacement and Management Process

We have identified our current core fleet assets needs via the formation of a live register. Service units have and will continue to be required to confirm a continuing need for the assets. We must invest in such assets to enable the delivery of our core functions and responsibilities. For additional new vehicles or vehicle modifications/enhancements service units must provide an approved business case clearly demonstrating the necessary ongoing funding is in place or which other parts of their fleet profile is to be reduced to accommodate any increased funding costs.

The financial investment required to support such a large and diverse asset replacement programme must not be underestimated and poses a very real challenge, with only minimal capital allocations secured significant additional funding is necessary to keep services operational. With demands exceeding available financial resources the need for a robust replacement plan is essential to prioritise replacements based on necessity.

The asset register will identify assets coming to end of operating life and/or when an asset is coming to the end of its funding arrangement or when cost of replacement has risen. Fleet Services will engage with service units to determine if there is an ongoing future need and if so, explore marketplace advances to inform replacement options including Ultra Low Emission Vehicles (ULEV).

Replacement factor considerations:

- condition of vehicle
- mileage of vehicle
- age of vehicle
- service unit's requirement needs
- whole life costs incurred to date
- projected future maintenance costs if retention a consideration
- existing fuel type and carbon impact
- alternative marketplace fuelling options available and viable
- carbon footprint of repair versus new.

Replacement Financing Strategy and Operating Budget

The approved live replacement strategy will be funded from prudential borrowing. This has the benefit of spreading the financial impact of fleet acquisition over the useful life of the asset and ensures the financial sustainability of the fleet. This is because ongoing revenue budgets are established for borrowing repayments, from which future vehicle replacements are funded when vehicle lives expire. The Prudential Code for Capital Finance stipulates that a council can undertake prudential borrowing:

- I. to finance capital expenditure
- II. where it is supported by a robust business case that demonstrates that both the borrowing capital and associated interest repayments can be funded over the life of the asset.

In line with the council's 'invest to save' framework, prudential borrowing would be repaid over the useful life of each vehicle, at a 'low risk' borrowing rate currently of 3 per cent.

The funding required to operate and maintain the approved fleet will be through an approved revenue budget allocation held centrally by Fleet Services with support from Financial Services and will take account of the known requirements. Any additional/exceptional requirements will need funding from other sources and will be agreed with services prior to any purchases/works taking place. Increasing costs affecting many assets e.g. fuel prices will be dealt with through the council's annual budget setting process.

Decarbonising Our Vehicle Fleet 2021 – 2024

July 2019 saw the council declare a Climate and Ecological Emergency making a formal commitment to doing all it can to achieve the target of becoming carbon neutral by 2030.

The way in which council vehicles are operated and renewed is seen as a vital part of our response to the climate emergency and the expectation that council become a leader in the fight to reduce the conurbations carbon emissions.

The Government's Road to Zero Strategy and Ten Point Green Industrial Revolution presents us all with a challenge to drastically reduce our carbon emissions by 2030. For our fleet management, that means taking a 4-step approach to sustainability:

- collecting accurate data around vehicle use
- managing and reducing demand
- switching to Hydrotreated Vegetable Oil (HVO) a paraffinic, premium quality second-generation renewable fuel that provides a cleaner-burning alternative for use in diesel engines. Whilst not the full solution it offers a significant important interim intervention in reducing greenhouse gas emissions by up to 90%.while other technologies are developed.
- investing in ultra low-emission vehicles (ULEVs) and infrastructure where accessible and proven in the marketplace

Our initial 3 year strategy sets out an exciting beginning of our pathway towards greening our fleet of vehicles to minimise the environmental and health impacts they cause, without compromising on the quality and efficient services we deliver daily to our residents.

Green vehicle technology is developing rapidly all the time and the purpose of this strategy is not to second guess what future technology will emerge within the marketplace or predict our corporate transformation programme outcomes including understanding how and where services will be delivered across our conurbation. At the heart of this strategy is a bold aim to significantly reduce our current carbon emissions and transition as many of our vehicles to be a ULEV fleet over the forthcoming 3 years where these are marketplace available and proven effective, as well as promoting healthier forms of travel such as walking and cycling.

Marketplace overview

Industry acknowledges that the ULEV marketplace is yet to mature particularly in terms of the large goods vehicle fleet with some types of vehicles not widely available. Whilst over the past year development of the larger type of vehicle has expanded onto the market, these new market entrants' longevity and fitness for purpose remains in part unproven, however rapid progress is now being made.

As part of the Government's Green Industrial Revolution, and following extensive consultation with car manufacturers and sellers, the Prime Minister has confirmed that the UK will end the sale of new petrol and diesel cars and vans by 2030, ten years earlier than planned. However, it will allow the sale of hybrid cars and vans that can drive a significant distance with no carbon coming out of the tailpipe until 2035. Government is also committed to launch a consultation on the phase out of new diesel Heavy Goods Vehicles (HGVs) to put the UK in the vanguard of zero emission freight with a potential focus on hydrogen. No date has been set yet.

Challenging our approach

The council corporate vehicle fleet assets comprise of 611 vehicles with currently only 2% of the overall fleet being an ULEV.

Profile includes:

- 216 light goods vehicles
- 184 small vans
- 114 Heavy Goods Vehicles
- 48 Minibuses
- 19 Road sweepers
- 21 Cars/motorbikes
- 9 Forklifts/Cherry pickers

Our vehicles currently principally run on Diesel or Petrol with an increasing number of small vans being replaced with electric as standard. The vehicle fleet has been assessed as emitting 3,358 tonnes of carbon on average each year which accounts for 42% of our known direct (Scope 1) CO2 emissions. Total Scope 1 emissions are reported as 7942.3 tonnes per annum.

As an organisation we have already undertaken numerous initiatives to develop more sustainable forms of fleet management including; adoption of fully electric small vans, implementation of grant funded fleet vehicle electric charge points, adoption of bio diesel fuel stocks, driver behaviour monitoring and training, the broader use of telematics and route optimisation software, adoption of electric waste collection vehicle bin lifts, promotion of clean air roadshows including promotion of electric bikes and electric cargo bikes, as well as reducing overall fleet numbers through identification of duplicate resources or via service redesign.

We have secured further Office for Low Emission Vehicle (OLEV) grant funding to increase the number of existing charge points from 9 to 22 with 19 units installed to date, to support ongoing procurement of proven electric small fleet. The work to install these further charging points has started with our own accredited Facilities Management Services team providing the equipment and installation work required.

Locations:

Hatchpond Depot	8
Southcote Road Depot	5
Bournemouth Town Hall	2
Poole Civic Centre	3
Grange Rd Depot	1
Kingland Road Car Park	1
Dalling Rd Depot	1
Kings Park Depot	1

Pathway to Achieve a Zero Tail Pipe Emissions Fleet

Our pathway details a series of steps to be fully considered before procurement is pursued.

- a. Where possible, in the first instance the fleet will continue to be rationalised as transformation programmes develop, ensuring that vehicle utilisation is maximised whilst balancing a growing conurbation and the operational needs of service units.

- b. To compliment the fleet profile and encourage alternatives to services the introduction of a pool of electric bikes will be evaluated to encourage active travel where it is safe and appropriate to service delivery to do so.
- c. When a vehicle is due to be replaced, it will be replaced with an ultra-low emission vehicle (ULEV) as the vehicle of preference e.g. small van fleet. Essentially, and with consideration to existing council infrastructure and current availability, these are likely to be full electric vehicles or a petrol hybrid configuration at the present time.
- d. When a ULEV is not available, economically viable or cannot secure the necessary supporting infrastructure needs, the replacement vehicle will as a minimum be Clean Air Zone compliant, and fuelled via Hydrotreated Vegetable Oil (HVO) fuel which provides a straightforward alternative to diesel to significantly lower carbon emissions by as much as 90%.
- e. Once vehicles are clean air zone compliant and/or where manufacturer supported fuelled via HVO fuel, where possible the lifecycle will be extended whilst balancing the day to day maintenance costs until alternative fuelling options become common place in the marketplace and suitability is understood.

Ultra Low Emission Vehicle Procurement Programme

Whilst ambitious, this strategy takes a measured approach in investing our limited funds in the rapidly evolving area of electric or other ultra low emissions vehicle (ULEV) technology and recognises that the council is not best placed to stay on the cutting edge of technology development.

Electric vehicle infrastructure requirements are scalable, and our relatively small geography mitigates some of the concerns about electric vehicle range for being a suitable ULEV technology pathway for the council to pursue at this time.

In September 2019 all council buildings across Bournemouth, Christchurch and Poole switched to be powered on 100% renewable electricity – including our operating depots.

The electricity procured is supplied by energy company Npower and it is a fully audited Renewable Energy Guarantees Origin (REGO) certified product. It is generated from wind and hydro sources.

The council, however like any organisation looking to invest in a large number of electric vehicles faces a challenge: charging infrastructure and capacity. Surveys of our sites suggest the capacity is limited to only charge a small number of vehicles, this is not due to the power supply of the site but because of the local grid and insufficient supply capacity.

To realise this 3 year strategy and achieve 104 new ULEV replacements including Large Goods Vehicles (LGV's) significantly bolstering the 13 vehicles already forming part of our ULEV fleet, investment in enabling infrastructure is key and will necessitate funding to upgrade the substation at an existing depot to address the current incoming main capacity limitations of 100kw to achieve 500kw, a large capacity network, a standard EV charger is rated at 7.2 kw and a larger chargers at 40kw / 50kw.

Investigation have shown that axillary sites can generally accommodate between 2 – 3 chargers without the need for infrastructure upgrades although each proposed location will need to be surveyed for confirmation.

How Electric Vehicles Stack Up – Investing in our Future

Electric vehicles are only one of several ULEV technologies within the transport marketplace but are one of the most advanced and readily available. Replacing existing petrol or diesel vehicles with electric vehicles (EVs) brings the environmental benefits of lowering carbon emissions and reducing local air pollution.

Small electric vehicles now achieve cost parity with conventional vehicles in the UK. Cost is no longer a barrier to purchase with councils achieving savings in vehicle running costs, with some research showing a typical electric vehicle saving its operator roughly £100 in fuel for every 1,000 miles driven, when compared to petrol or diesel.

Development continues throughout the motor industry with new market entrants emerging in increasing numbers now including the Large Goods Vehicle market.

Pilot Employee Home Charging Scheme

To enable the future adoption of more electric vehicles across the council fleet and provide solutions to current council owned site charging limitations, a home charging scheme pilot will be launched. Employees who have off-road parking at their home and require a council vehicle to fulfil their employment will be sought to volunteer for the pilot. The council will fit the charge units and pay a reimbursement to the employee aligned to the electricity rate to charge the vehicle. If the employee leaves the authority, the council will remove the unit.

The pilot if successful will be used to inform the development of the council's policy and processes, with appropriate consideration of the legal, financial, environmental, and safety related factors such as on charge point payment mechanisms, paving the way for a wider roll-out.

Home charging if proved successful could enable the council to increase its electric vehicle fleet by up to a further 113 home-based vehicles.

Fuelling Investment Switch - Hydrotreated Vegetable Oil

Given the urgency of the climate crisis, there isn't enough time to wait for our vehicles to reach their end of economic life replacement timelines or ongoing increase in marketplace EV uptake to make a significant reduction in our local emissions. The future remains uncertain, in that technology is developing all the time and the purpose of the fleet strategy is not to second guess the future technology; switching to renewable, paraffinic fuels offers a straightforward and immediate solution. It will also support a circular economy, as the HVO fuel is produced from sustainable feedstock, including waste cooking oil.

Our aim is for our vehicles to be ultra-low emission vehicles (ULEVs) by 2030. Ideally this will be achieved by using electric, hydrogen, compressed natural gas (CNG) or other emerging technologies which have zero tailpipe emissions. However, current vehicle technology and local supporting infrastructure does not currently widely support this vision, particularly for the heavy goods vehicles. In response our strategy proposes using renewable fuels to minimise emissions during this transition.

During trials, the fuel has performed well from an operational point of view. HVO requires no additional maintenance or changes to operational procedure as it is used as a direct replacement for conventional diesel so there is no price differential for the vehicles themselves. The fuel costs more per litre than mineral diesel so there is no whole life cost saving however, it represents a cost-effective option for reducing fleet carbon emissions.

Carbon (CO₂) emissions from the combined Councils' fleet of vehicles represent 42% of the organisations Scope 1 CO₂ emissions, approximately 3,358 tonnes in total. HVO is a paraffinic fuel that is chemically similar to conventional fossil fuel diesel and complies with European Standard EN1590 it can reduce greenhouse emissions by up to 90% depending on the blend.

The council will seek to procure its bulk fuels contract to make HVO its primary road fuel for all vehicles where supported by vehicle manufacturers. A procurement process can be specified as required to be an accredited fuel under the Zemo Partnership Renewable Fuels Assurance Scheme for high -blend renewable fuels, that complements the safeguards included in the Renewable Transport Fuel Obligation (RTFO). The assurance criteria are based on life cycle GHG emissions, feedstock sustainability and supply chain traceability.

In the event of any disruption to supply of HVO the vehicles would revert to using fossil diesel so there is no risk to operational services.

Learning from others

Throughout our journey we will proactively work with partners and external organisations to continue to help shape our future direction, learning with and from others responding to this challenging global issue.

Key Targets and Measures

Regulatory Compliance:

- Operator Licence Compliance
- achieve DVSA Earned Recognition Accredited Operator by 2023.

Environmental Measures:

- report on number and percentage of alternative fuelled vehicles procured
- report on number of alternative fuelled trialled vehicles
- report on emission impact by service units
- report on HVO fuel procured
- trial e-cargo bike usage amongst service units
- overall reported reduction in reliance of fossil fuels.

Infrastructure Reviews:

- undertake transformation depot accommodation review, fuelling infrastructure improvements to support pathway to sustainable fleet
- development of an at home charging options paper

Strategic Procurement

- deliver fleet replacement plan incorporating the sustainability, ethical & environment considerations decision impact assessment
- tender HVO fuel contract as primary fuel source for council owned vehicles where not
- tender short term hire contract
- tender vehicle parts contract
- tender personal protective equipment (PPE) contract.

Policy Development

- develop Driver User Policy in conjunction with Human Resources
- develop Drugs & Alcohol Policy in conjunction with Human Resources
- consolidate Accident Reporting & Repair Procedures
- develop Shared User Agreement Policy.

Staff Development

- reintroduction of workshop apprentices
- upskilling workforce to support emerging fleet technology advances
- annual BCP Council Driver Certificate of Professional Competence compliance.

This strategy will be reviewed annually by Officers to ensure it remains fit for purpose.

This page is intentionally left blank

Proposal Title: Sustainable Fleet Management Strategy

Impact Summary

Climate Change & Energy	Green - Only positive impacts identified
Communities & Culture	No Impact Identified
Waste & Resource Use	Green - Only positive impacts identified
Economy	Green - Only positive impacts identified
Health & Wellbeing	Green - Only positive impacts identified
Learning & Skills	Green - Only positive impacts identified
Natural Environment	Green - Only positive impacts identified
Sustainable Procurement	Green - Only positive impacts identified
Transport & Accessibility	Green - Only positive impacts identified



Major negative impacts identified



Minor negative impacts identified / unknown impacts



Only positive impacts identified



No positive or negative impacts identified

Answers provided indicate that the score for the carbon footprint of the proposal is: **4**

The Carbon Footprint is banded as follows:

0-4

Low

5-9

Moderate

10-14

High

Proposal ID: **232**

Proposal Title: **Sustainable Fleet Management Strategy**

Type of Proposal: **Strategy**

Brief description:

3 year council fleet asset replacement strategy to ensure ongoing service resilience of key front line service provision. The strategy seeks to support the council's 2030 carbon neutral commitment. Ambitiously proposing to invest in electric vehicle technology and switching from diesel fossil fuel to Hydrotreated Vegetable Oil to significantly reduce local CO2 emissions from Council operated vehicles

Proposer's Name: **Kate Langdown**

Proposer's Directorate: **Environment & Community**

Proposer's Service Unit: **Environment**

Estimated cost (£): **Between £25K and OJEU threshold**

If know, the cost amount (£):

Ward(s) Affected (if applicable):

All Wards

Sustainable Development Goals (SDGs) supported by the proposal:

3. Good Health and Well Being 7. Affordable and Clean Energy 9. Industry, Innovation and Infrastructure 13. Climate Action

Proposal Title: Sustainable Fleet Management Strategy

Climate Change & Energy

Is the proposal likely to have any impacts (positive or negative) on addressing the causes and effects of climate change? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Has the proposal accounted for the potential impacts of climate change, e.g. flooding, storms or heatwaves? **Yes**
- 2) Does it assist reducing CO2 and other Green House Gas (GHG) emissions? E.g. reduction in energy or transport use, or waste produced. **Yes**
- 3) Will it increase energy efficiency (e.g. increased efficiency standards / better design / improved construction technologies / choice of materials) and/or reduce energy consumption? **Partially**
- 4) Will it increase the amount of energy obtained from renewable and low carbon sources? **Yes**

How was the overall impact of the proposal on its ability to positively address the cause and effects of climate change rated?

Green - Only positive impacts identified

The reasoning for the answer (details of impacts including evidence and knowledge gaps):
The replacement strategy proposes a procurement move to electric vehicles (104 vehicles over 3 years) where these are marketplace available and life trial new market entrants for suitability within infrastructure investment limitations.

The strategy also proposes a procurement switch from fossil fuels to Hydrotreated Vegetable Oil across the council fleet assets which will significantly reduce co2 emissions

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

Trials of Hydrotreated Vegetable Oil have proved successful with no detriment to operational performance

Proposal Title: Sustainable Fleet Management Strategy

Communities & Culture

Is the proposal likely to impact (positively or negatively) on the development of safe, vibrant, inclusive and engaged communities? **No**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

The council fleet sustainable fleet management strategy will not impact communities & culture with the exception of ensuring service continuity within communities, reduced operating noise and CO2 emissions

- 1) Will it help maintain and expand vibrant voluntary and community organisations?

No

- 2) Will it promote a safe community environment?

- 3) Will it promote and develop cultural activities? **No**

How would the overall impact of the proposal on the development of safe, vibrant, inclusive and engaged communities be rated?

No Impact Identified

Reasoning for the answer (details of impacts including evidence and knowledge gaps):

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

Proposal Title: Sustainable Fleet Management Strategy

Waste & Resource Use

Is the proposal likely to have any impacts (positive or negative) on waste resource use or production and consumption? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

HVO is a fossil free product made of 100% renewable raw materials

Electricity supply to support EV fleet has already been procured as part of a council wide switch and is supplied by energy company Npower and it is a fully audited Renewable Energy Guarantees Origin (REGO) certified product. It is generated from wind and hydro sources.

- 1) Will it prevent waste or promote the reduction, re-use, recycling or recovery of materials? **Partially**
- 2) Will it use sustainable production methods or reduce the need for resources? **Partially**
- 3) Will it manage the extraction and use of raw materials in ways that minimise depletion and cause no serious environmental damage? **Partially**
- 4) Will it help to reduce the amount of water abstracted and / or used? **No**

How would the overall impact of the proposal on the sustainable production and consumption of natural resources be rated? **Green - Only positive impacts identified**

The reasoning for the answer (details of impacts including evidence and knowledge gaps):

HVO is a fossil free product made of 100% renewable raw materials

Electricity supply to support EV fleet has already been procured as part of a council wide switch and is supplied by energy company Npower and it is a fully audited Renewable Energy Guarantees Origin (REGO) certified product. It is generated from wind and hydro sources.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

As above

Proposal Title: Sustainable Fleet Management Strategy

Economy

Is the proposal likely to impact (positively or negatively) on the area's ability to support, maintain and grow a sustainable, diverse and thriving economy? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will the proposal encourage local business creation and / or growth?

Not Relevant

- 2) Will the proposal enable local jobs to be created or retained?

Not Relevant

- 3) Will the proposal promote sustainable business practices?

Yes

How would the overall impact of the proposal on it's potential to support and maintain a sustainable, diverse and thriving economy be rated?

Green - Only positive impacts identified

The reasoning for the answer (details of impacts including evidence and knowledge gaps)

Through the strategy the council will demonstrate its leadership commitment to tackling the climate emergency and embracement of marketplace advances in electric vehicle technology which in turn may provide encouragement and confidence within the local economy to invest in sustainable operating solutions.

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc)

N/A

Proposal Title: Sustainable Fleet Management Strategy

Health & Wellbeing

Is the proposal likely to impact (positively or negatively) on the creation of a inclusive and healthy social and physical environmental for all?

Yes

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will the proposal contribute to improving the health and wellbeing of residents?

Yes

- 2) Will the proposal contribute to reducing inequalities in health between different communities or groups?

Not Relevant

- 3) Will the proposal contribute to a healthier and more sustainable physical environment?

Yes

How would the overall impact of the proposal on the creation of a fair and healthy social and physical environmental for all be rated?

Green - Only positive impacts identified

The reasoning for the answer (details of impacts including evidence and knowledge gaps):

The strategy will significantly reduce CO2 emissions from Council operated vehicles, improved air quality in the local environment and reduced noise from operating vehicles

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

N/A

Proposal Title: Sustainable Fleet Management Strategy

Learning & Skills

Is the proposal likely to impact (positively or negatively) on a culture of ongoing engagement and excellence in learning and skills? **Don't Know**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

Strategy is not linked to skills and learning outcomes

- 1) Will it provide and/or improve opportunities for formal learning?
Not Relevant
- 2) Will it provide and/or improve community learning and development?
Not Relevant
- 3) Will it provide and/or improve opportunities for apprenticeships and other skill based learning?
Partially

How would the overall impact of the proposal on the encouragement of learning and skills be rated? **Green - Only positive impacts identified**

The reasoning for the answer (details of impacts including evidence and knowledge gaps):

Fleet services offers apprenticeship opportunities as the sector moves forward with ULEV the skill base will shift to recognise the environmental impact of vehicles and the important role new vehicle types and technology are playing in tackling climate change

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

N/A

Proposal Title: Sustainable Fleet Management Strategy

Natural Environment

Is the proposal likely to impact (positively or negatively) on the protection or enhancement of local biodiversity or the access to and quality of natural environments?

Yes

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

- 1) Will it help protect and improve biodiversity i.e. habitats or species (including designated and non-designated)? **Partially**
- 2) Will it improve access to and connectivity of local green spaces whilst protecting and enhancing them? **Not Relevant**
- 3) Will it help protect and enhance the landscape quality and character?
Not Relevant
- 4) Will it help to protect and enhance the quality of the area's air, water and land?
Yes

How would the overall impact of your proposal on the protection and enhancement of natural environments be rated?

Green - Only positive impacts identified

The reasoning for the answer (details of impacts including evidence and knowledge gaps):

The strategy proposes to delivery significantly reduce CO2 emissions from council operated fleet and improved air quality and reduced roadside emissions protecting roadside biodiversity

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

N/A

Proposal Title: Sustainable Fleet Management Strategy**Sustainable Procurement**

Is the proposal likely to involve the procurement of goods or services which risk negative impact on resources (including power, water, raw material extraction), natural environment or labour markets (e.g. welfare standards)?

Yes

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

Has or is it intended that the Strategic Procurement team be consulted?

Yes – already underway

If the Strategic Procurement team was not consulted, then the explanation for this is:

- 1) Do the Government Buying Standards (GBS) apply to goods and/or services that are planned to be bought?

Yes

- 2) Has sustainable resource use (e.g. energy & water consumption, waste streams, minerals use) been considered for whole life-cycle of the product/service?

Yes

- 3) Has the issue of carbon reduction (e.g. energy sources, transport issues) and adaptation (e.g. resilience against extreme weather events) been considered in the supply chain?

Yes

- 4) Is the product/service fairly traded i.e. ensures good working conditions, social benefits e.g. Fairtrade or similar standards?

Partially

- 5) Has the lotting strategy been optimised to improve prospects for local suppliers and SMEs?

Not Relevant

- 6) If aspects of the requirement are unsustainable then is continued improvement factored into your contract with KPIs, and will this be monitored?

Not Relevant

How is the overall impact of your proposal on procurement which supports sustainable resource use, environmental protection and progressive labour standards been rated?

Green - Only positive impacts identified

The reasoning for the answer (details of impacts including evidence and knowledge gaps):

Working with Strategic Procurement Team

Details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc):

3 year fleet replacement strategy

Proposal Title: Sustainable Fleet Management Strategy**Transport & Accessibility**

Is the proposal likely to have any impacts (positive or negative) on the provision of sustainable, accessible, affordable and safe transport services - improving links to jobs, schools, health and other services? **Yes**

If the answer was No, then the explanation is below (there are no answers to subsequent questions in this section):

.

- 1) Will it support and encourage the provision of sustainable and accessible modes of transport (including walking, cycling, bus, trains and low emission vehicles)?

Yes

- 2) Will it reduce the distances needed to travel to access work, leisure and other services?

Partially

- 3) Will it encourage affordable and safe transport options?

No

How would the overall impact of your proposal on the provision of sustainable, accessible, affordable and safe transport services be rated?

Green - Only positive impacts identified

The reasoning for the answer (details of impacts including evidence and knowledge gaps):

Home charging pilot will help inform options to increase direct home to work travel reducing avoidable travel.

The Strategy will increase the number of Electric vehicle operated by the Council as part of its ULEV commitment in reducing CO2

Details of proposed mitigation and monitoring (inc. timescales, responsible officers, related business plans etc):

OVERVIEW AND SCRUTINY BOARD



Report subject	Tree management across the BCP area
Meeting date	14 June 2021
Status	Public Report
Executive summary	The Board is asked to consider information provided on tree management across the BCP area, making recommendations as appropriate and agreeing any further action for scrutiny. This follows a request for scrutiny that was made by a Councillor and subsequently agreed by the Board for inclusion on its Forward Plan.
Recommendations	<p>It is RECOMMENDED that:</p> <ul style="list-style-type: none"> a) the Board considers the information provided by the service area in relation to tree management across the BCP area, and makes recommendations as appropriate; b) the Board determines whether any further scrutiny is required on this matter. If further scrutiny is agreed, a scope should be outlined.
Reason for recommendations	The Board agreed to undertake scrutiny on the matter of tree management across the BCP area, further to a request to do so from a Councillor. Information has been provided by the service area on the matter and requires discussion at a Board meeting. Consideration of this information should lead the Board to determine whether any further scrutiny work is required or whether the matter may be completed and removed from the Forward Plan. All scrutiny work to be undertaken should be accompanied by a clear scope identifying the specific issues that the Board seeks affect, and the value to be added by this work.

Portfolio Holder(s):	Councillor Mark Anderson, Portfolio Holder for Environment, Cleansing and Waste
Corporate Director	Kate Ryan, Chief Operations Officer
Report Authors	Lindsay Marshall, Overview and Scrutiny Specialist
Wards	Council-wide
Classification	For decision

Background

1. At its meeting on 2 November 2020 the O&S Board agreed to add the matter 'Tree Management across the BCP area' to its Forward Plan for scrutiny. This followed a request for scrutiny raised by a Councillor in line with Part 4 Section C2 of the constitution which makes provision for any Councillor to suggest an item for scrutiny.
2. The Board agreed that further information was required to aid its understanding of tree management across the BCP area. Questions were posed to Officers and the Portfolio Holder with answers provided and published 1 February 2021. The information provided has not yet been discussed at a meeting of the Board. The information is published again with this report at Appendix 1. An update on the work of the Portfolio for Environment, Cleansing and Waste (covering tree management) was also given at the 1 February 2021 Board meeting, with members of the Board given the opportunity to ask questions of the Portfolio Holder. Since this update was given, the Portfolio Holder has provided a further update to inform this report, highlighting that early stages of work has begun on a Green Infrastructure Strategy, which will cover trees and open spaces.
3. The Board is now asked to consider the information provided in this report, with the assistance of the Portfolio Holder and Officers of the service who will be present at the meeting. Recommendations to Officers, the Portfolio Holder or the Cabinet may be made, as appropriate. There is a duty for the Cabinet and Portfolio Holder to reply to any recommendations directed to it/them by the O&S Board. In addition to any recommendations, next steps should also be considered by the Board, these are outlined in the options appraisal below.

Options Appraisal

4. The information provided to the Board so far may be classed as 'fact finding' information, providing Councillors with a good baseline of understanding about tree management in BCP, to enable determination of whether any scoped scrutiny work is required in this area. Should the Board feel that further work is required in this area, the constitution requires consideration of the value that will be added by the work, along with the resources available to the Board to undertake this work. A clear scope should be outlined that demonstrates consideration of this. An example scoping paper is attached at Appendix 2.
5. Should the Board determine that no further scrutiny work is required on tree management at this time it should agree to update its Forward Plan accordingly.

Summary of financial implications

6. N/A

Summary of legal implications

7. The right of any Councillor to request that an item be scrutinised is set out in the Local Government Act 2000. The Council's constitution outlines the process that should be followed by Overview and Scrutiny bodies when considering items for its Forward Plan. The key considerations are reflected in the body of this report.

Summary of human resources implications

8. N/A

Summary of sustainability impact

9. N/A

Summary of public health implications

10. N/A

Summary of equality implications

11. N/A

Summary of risk assessment

12. N/A

Background papers

Published works:

Minutes of Overview and Scrutiny Board meeting 2pm, 2 November 2020

Minutes of Overview and Scrutiny Board meeting 6pm, 1 February 2021

Appendices

1. Questions and Answers regarding tree management across the BCP area
2. Template Overview and Scrutiny scoping report.

This page is intentionally left blank

Questions Previously Submitted Regarding Tree Management in response to request for item to be covered by O&S Board

What is the current BCP organisational structure for the Management of Trees and how many staff are employed in this work? Is all tree work managed within one department or is it a shared responsibility?

In total there should be 14 staff specifically employed on work managing the trees across the conurbation. Seven within Planning and nine within Environment. Planning oversee how all trees should be protected and managed across public and private land. Whilst Environment's work is more of an operational nature managing and planning for the tree stock on BCP owned land.

Planning – Oversee **privately** owned tree stock. There are seven full time equivalent roles in Planning (including a new Team Leader role), plus a manager who also oversees urban design and heritage. Two posts that were vacant for some time have been filled at the start of 2021, one post is still vacant and filled by a temporary tree officer.

Parks & Bereavement (P&B) – This team undertake all aspects of the management and maintenance of the council owned tree stock on the highway and within parks, gardens and public open spaces. The primary functions of the team include delivering the tree risk management programme, dealing with enquires and insurance cases, bio-security, emergency response and tree planting programmes. They produce and contribute to tree strategies, policies and management plans and provide arboriculture advice to other departments. At full strength there are seven in the team - five officers, one manager and one development post (currently four officers and one manager).

P&B also manage two tree works contracts across the conurbation undertaking emergency response and planned maintenance, including high risk work. P&B directly employ several chainsaw trained operatives who are able to pick up lower risk tree works, such as removal of fallen branches, small tree works, basal growth removal, crown lifting and planting.

Greenspace & Conservation (G&C) – No staff specifically designated to trees. Trees are managed as a vegetation component of nature reserves. Specialist advice sought from P&B for trees in high risk areas or complex works. Staff undertake planting and most tree management on BCP nature reserves, planting often undertaken with volunteers. Several chainsaw-trained rangers to deal with lower risk works.

What is the scope and magnitude of tree work undertaken by the Council?

We estimate that BCP manage around 50,000 street trees, amongst an overall BCP tree stock across all BCP sites of between 750,000 and 1,000,000. There are over 450 open space sites across BCP, covering approximately 2,500 hectares.

Privately owned trees are covered by Planning – as per first question.

What policies are currently used to manage the planting and maintenance of BCP managed trees and are these legacy Council Policies or have these been consolidated into a single BCP policy?

Local Plans. Tree Preservation Orders. Conservation Area policies. BBC legacy tree strategy. SSSI/SAC/SPA Management Plans. Park management plans. Forestry Commission funded/approved woodland management plans.

Climate & Ecological Emergency – It is also worth noting that teams from across BCP will be working together on tree planting plans to mitigate climate change, filter pollutants and improve biodiversity.

These have not been consolidated across BCP yet.

How is the condition of BCP managed trees assessed? What is the scheduled inspection/maintenance programme and what is the periodicity of this?

Tree health and condition is assessed via information collected on the council's tree management software system, Ezytreed. Data can then be used to analyse factors such as condition, age range and species diversity. This information can then be used to inform management plans and the BCP Tree & Woodland Strategy. Frequency of risk management inspection and maintenance regimes vary depending on the site, location and tree species (e.g. trees in high footfall areas or species prone to disease will be inspected more regularly).

How many requests for Tree Work are received by the Council, what is the process and how are these managed? Is the process the same for all areas?

In Bournemouth during 2019 approximately 350 requests for tree works were received via the tree work request form system (this does not include emails). Poole and Christchurch receive similar numbers giving an estimated total of 1,000 requests per annum. The process is not the same for each legacy area, work is ongoing to align the request system across BCP.

What role does the Council play in the management of privately owned trees?

Management of privately owned trees is largely through the Planning Service and applying Planning legislation relating to:

- Tree Preservation Orders (TPOs), trees in conservation areas, dead/dangerous trees, trees on development sites, enforcement and contraventions.

In 2020 - 1,900 tree work applications were received, arboriculture advice/responses were provided for hundreds of development sites and dead/dangerous trees, dozens of new TPOs were made and dozens of alleged contraventions (enforcement work) were investigated.

BCP Parks & Bereavement also provide chargeable tree management advice/services to other organisations such as parish councils, schools etc.

TEMPLATE – Overview and Scrutiny Committee Scoping Report

Guidance on the use of this report:

This report is for use by councillors and officers writing a scope for a proposed piece of work to be undertaken by an Overview and Scrutiny (O&S) Committee. This document should provide the detailed scope for work that has already been discussed in outline form and should be completed in collaboration with officers of the relevant service area and Democratic Services.

A detailed scope should be provided for any work commissioned by an O&S Committee to ensure that there is a clear understanding of what the work will involve, and what the anticipated outcomes are. It is particularly important that the resources required to undertake the work, and the associated timescales are fully considered to ensure that there is sufficient capacity for O&S to progress the work to ensure that it can have impact in a timely way.

Commissioned work may take a variety of forms, including working groups, a sub-committee or a request that a report be brought to a committee meeting. Further information on types of commissioned work can be found in Article 6 of the Council's Constitution.

O&S members should assure themselves that this scoping report has been completed, and that the work to be undertaken will add value to the Council, the BCP area and its inhabitants.

Note – this document is for detailed scoping of overview and scrutiny work that has already been agreed for inclusion on an O&S forward plan. Councillors and members of the public wanting to suggest a new item for scrutiny may provide an outline scope using an alternative form available from Democratic Services on request.

Report subject	As appropriate
Meeting date	The meeting at which the scoping report will be signed off by the O&S Committee
Status	[Public/Exempt] Report
Executive summary	A brief outline of the main aspects of the scoping paper
Recommendations	<p>It is RECOMMENDED that:</p> <p>a) The O&S Committee considers the scope outlined below, updating as appropriate.</p> <p>b) The O&S Committee signs off the scope to allow work to commence.</p>
Reason for recommendations	A brief outline of the reasons for recommendations included above.
Portfolio Holder(s):	As appropriate
Corporate Director	As appropriate
Contributors	As appropriate
Wards	As appropriate
Classification	For decision

Background detail

Reason for Review

A brief outline of the background detailing why the scrutiny topic is suggested for review. This should focus on the value that will be added by the work proposed to demonstrate why it is a good selection for a scrutiny work. Authors should consider and reflect why scrutiny, in particular, is a suitable channel for exploration of the issue, rather than another council mechanism or area of the decision making process.

Desired Outcome

This should set out the desired outcome of the work proposed. Councillors should assure themselves that they can identify the difference that the work will make to the Council, the BCP area or its inhabitants. If this is not clear, this may be an indication that the scope of the work needs further refinement.

Measure of Effectiveness

How will the effectiveness of the O&S work be understood? Will data be available to show this? Much of the success of O&S work can lie in 'soft' outcomes that are not always measurable, but this should nevertheless be considered and reflected within the scope.

Detailed remit for investigation and clear completion criteria

This should outline the key issues and area of focus. It may be helpful to set this out as a question or series of questions that the work seeks to answer. As a general rule, broad scopes should be avoided, and the more detailed the scope, the more likely it is that the work will have clear and meaningful outcomes.

Outline of the main information requirements

O&S work should be evidence based. This enables the outcomes to be meaningful and to have influence. What evidence and documents will be needed to support this work? How will these be supplied? Detail what information will be needed in order to carry out the review and why it is the most appropriate source of information to be used as evidence.

Consultation, research and external involvement

Will any consultation or research be required to ensure that the work can be meaningful? This can include, for example, site visits, witness sessions and surveys. Does this insight need to be gathered by overview and scrutiny, or does it already exist elsewhere in the council? Will any subject experts or other stakeholders be involved in the work, and if so, how?

Options for Councillor Involvement

An outline of options for how councillors will work with officers to develop the work proposed – for example, whether a working group is suggested, whether this should be politically balanced and the numbers to sit on the working group.

Timetable:

This should set out the timetable for the work proposed, including an outline of the proposed number of meetings if a working group is proposed. Councillors should assure themselves that the meeting timetable is appropriate to enable the work to complete within a timeframe that allows it to have influence – for example, in time to feed into a Cabinet or Council decision.

Resources assessment

What resource is associated with the work proposed? This may include officer time, councillor time, committee meeting time and/or budget. It is important to link with the service unit and Democratic Services to ensure that there is an understanding of current capacity, resources and time available to complete the review.

Councillor and officer support

Include here detail on the lead councillor for the work, the lead officer from the service area, and the role that Democratic Services will undertake. This should include detail on who will organise meeting dates, take any notes required and who will write the final and any interim reports.

CABINET



Report subject	Public Spaces Protection Order
Meeting date	23 June 2021
Status	Public Report
Executive summary	<p>This report outlines a proposal to make a new Public Spaces Protection Order (PSPO) to tackle alcohol related anti-social behaviour in public spaces across much of the Bournemouth, Christchurch and Poole area.</p> <p>In the previous Cabinet reports in March and September 2020, it was agreed to adopt a harmonised approach to tackling street based anti-social behaviour and to consult on new a Public Spaces Protection Order to fit with this approach.</p> <p>Public Spaces Protection Orders can only be implemented to tackle behaviours that are persistent or of a continuing nature and have a detrimental effect on the quality of life. Tackling alcohol related anti-social behaviour has consistently been one of the main uses of PSPO's by local authorities.</p> <p>There is evidence to confirm that much of the Bournemouth, Christchurch and Poole areas does suffer from persistent alcohol related anti-social behaviour. As such it is proposed to implement a PSPO, which gives designated Officers powers to confiscate alcohol from anyone behaving in an anti-social manner, across 29 of the 33 BCP Council wards.</p> <p>A public consultation took place on this proposal, during March and April 2021. Of the 294 responses, 89% strongly agree or agree, only 8% disagree.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <p>Cabinet approves the proposed Public Spaces Protection Order to tackle alcohol related anti-social behaviour in public places</p>
Reason for recommendations	<p>In order to give Officers the powers to tackle alcohol related anti-social behaviour in public spaces where there is evidence that this is a persistent or continuing nuisance which has or is likely to have a detrimental effect on the quality of the life of those in the locality.</p>

Portfolio Holder(s):	Councillor May Haines, Portfolio Holder for Community Safety
Corporate Director	Kate Ryan, Chief Operations Officer
Report Authors	Andrew Williams, Head of Safer Communities
Wards	All Wards
Classification	For Decision

Background

1. The effects of street based anti-social behaviour can have a visible impact on the appearance of, and feelings of safety in our communities.
2. Across the preceding councils prior to the formation of BCP, different approaches to tackling street-based anti-social behaviour by adults had been developed.
3. At the beginning of 2020 a review was undertaken to harmonise BCP Council's approach to dealing with street-based anti-social behaviour (ASB), in light of the Community Safety Accredited Scheme (CSAS) being extended to Poole town centre and the CSAS powers delegated to BCP being extended across the whole BCP Council geography. The findings of this review were reported to Cabinet on 18 March 2020.
4. At this meeting Cabinet agreed to adopt a more harmonised approach to tackling street based anti-social behaviour which focused on;
 - targeting individuals who cause the most problems, using CSAS Officers to gather evidence that can be dealt with swiftly by the ASB Team, through formal action such as ASB Injunctions or Community Protection Notices where necessary.
 - CSAS Officers making appropriate referrals into support agencies for homelessness, mental health outreach and addiction support and conduct joint visits to engage those seen regularly in the town centres.
 - A uniformed presence both deters behaviours and allows officers to collate evidence for formal anti-social behaviour actions. Officers are also able to issue formal anti-social behaviour warnings where behaviour is persistent and detrimental. The approach of being assertive, persistent and consistent in challenging behaviours, whilst supporting individuals is seen as key to the progress being made
5. On 9 September 2020 Cabinet resolved to vary the PSPO covering Poole Town Centre and Holes Bay to remove certain clauses. Cabinet also agreed to further consultation on a broader PSPO to cover areas where anti-social behaviour is a significant issue.
6. Subsequent to a more consistent approach being adopted, focusing on the uniformed CSAS presence, the Council has allocated a further £240,000 for six additional CSAS Officers, enhancing the resources available in tackling street based anti-social behaviour.

Public Spaces Protection Orders

7. Public Spaces Protection Orders are intended to deal with a particular nuisance or problem in a specific area that is detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone and in some circumstances categories of persons where relevant. They are intended to help ensure that the law-abiding majority can use and enjoy public spaces, safe from anti-social behaviour.
8. Prior to either making a PSPO, extending a PSPO or varying or discharging a PSPO the Council must carry out the necessary consultation and publicity. This means consulting with the Chief Officer of Police and the local policing body, for the relevant police area and appropriate community representatives.
9. The maximum duration of a PSPO is 3 years. The Council can at any time prior to the expiry of the Order extend it for a further 3 years, if they consider it is necessary to prevent the original behaviour from occurring or recurring. In addition the Council can at any time prior to the expiry of the Order vary the terms of the Order by increasing or reducing the restricted areas and/or by altering or removing a prohibition or requirement , or adding a new one.
10. It was also recognised that with the introduction of the Anti-Social Behaviour, Crime and Policing Act 2014, previous Designated Public Protection Orders (DPPOs) were converted to PSPOs for a transitional period which ended in October 2020. This meant that in order for the provisions of any DPPO (transitional PSPO) to continue a new PSPO would have needed to be considered and implemented before October 2020.
11. This was acknowledged as part of the Poole Town Centre and Holes Bay PSPO review and agreement was granted to consult on a new BCP PSPO at Cabinet on 9 September 2020. At this meeting Cabinet agreed that "The Director of Communities is authorised to undertake consultation on a BCP wide Public Spaces Protection Order and is authorised to finalise the precise terms of the wording of the conditions on which the consultation will be undertaken, such wording to be agreed in consultation with the Monitoring Officer."

Options Appraisal

12. A number of options have been discussed in relation to a new PSPO tackling street based anti-social behaviour and other detrimental activities.
13. The first was to expand the existing Poole Town and Holes Bay PSPO to other areas suffering from street based anti-social behaviour. This would place restrictions on:
 - Drinking alcohol and being anti-social
 - Possession, supply or use of intoxicating substances.
 - Behaviour which causes or is likely to cause nuisance, harassment, alarm or distress to another person.
14. Advice from Legal Services however, suggests that PSPO's should not usually be used where there is other relevant legislation covering activities, so that issues such

as possession of illegal drugs, which is a crime, or littering where there is specific legislation, should not normally be included in Public Spaces Protection Orders. The use or possession of drugs is a criminal offence dealt with by Police. CSAS Officers have no powers to stop and search people and so have no ability to enforce this under a PSPO.

15. Similarly, it was advised that the restrictions within a PSPO need to be specific to types of behaviour which is having a detrimental effect and that wide-ranging clauses within a PSPO such as “behaviour which causes harassment, alarm or distress” are too broad to be included in Orders.
16. Another option considered was to look at some of the anti-social behaviour seen across BCP, mainly at the seafront, during the summer of 2020. It has previously been suggested that other forms of anti-social behaviour could be included in a PSPO, such as camping on the beaches and disposable barbeques in public spaces. However, these are covered by separate byelaws and a separate enforcement plan is in place to cover such issues.
17. As these are seasonal issues, they are not felt to meet the test of being persistent or of a continuing nature, but will be addressed through summer planning work to tackle a range of issues that might be expected as the current lockdown eases and visitors return to the conurbation. This includes the development of detailed tactical plans featuring increased security provision and the agreed uplift in the numbers of CSAS staff.
18. Given the factors described above, it was concluded that the most impactful PSPO conditions relate to the ability to confiscate alcohol from those behaving in an anti-social manner in all areas of Bournemouth, Christchurch and Poole where this is seen to be a persistent problem. Not implementing such an Order removes a powerful tool for CSAS and Police Officers in tackling street-based anti-social behaviour, and so this option has been discounted.
19. The options therefore relate to the geographical area to cover with such a PSPO. From the legal framework, there needs to be evidence that the problem we are trying to tackle with the order is persistent and continuing in nature. When looking at data and information to determine the scope of the PSPO a number of factors need to be taken into consideration.
20. Information has been gathered from a number of sources including Dorset Police, Parks & Open Spaces, Seafront Services, CSAS Officers and complaints to the ASB team to demonstrate that there is evidence to show that much of the BCP area is impacted in a persistent manner by adults behaving in an anti-social manner in public spaces, whilst consuming alcohol.
21. In deciding what area to cover within a PSPO, the question of enforcement has to be addressed. Alcohol related PSPO's are in the main enforced by CSAS Officers, Police Officers and PCSOs. By mapping a potential Order to ward boundaries, which in the main are co-terminus with neighbourhood policing areas, gives some certainty to where the order can be enforced.
22. Whilst the current guidance on PSPO's does not specifically mention the issue of displacement, it is a factor that we have seen previously across the preceding local authorities, where small areas were subject to alcohol restrictions in relation to a PSPO, which did lead to displacement. This was the case in the former Bournemouth Borough Council area where DPPOs were in place in Bournemouth

Town Centre, Boscombe and Charminster. Street drinkers would migrate to areas known not to be covered by the order, making the problem more difficult to deal with.

23. Currently we are receiving complaints about street drinking from areas such as Ashley Road in Poole or Charminster Road in Bournemouth, these roads cross over ward boundaries. In order to have a clear enforcement strategy officers need to be clear where the PSPO actually covers. Hence there is a need to consider including all of these wards identified below in the area for an order.
24. Given that the response to dealing with street-based ASB has now been harmonised across BCP and with CSAS Schemes working effectively in Bournemouth, Poole and Boscombe. A PSPO covering the majority of the BCP area is being recommended. The proposed area will cover 29 of the 33 wards of BCP Council, as shown on the map attached in Appendix 1. This will give officers the powers to pro-actively tackle those consuming alcohol and acting in an anti-social manner in public open spaces. For many areas this can present a very visible form of behaviours which are of a significant concern to members of the public.
25. The wards excluded from the current proposal would be Broadstone, Bearwood & Merley, Commons and Highcliffe & Walkford, as in these areas there is insufficient evidence to demonstrate that there are persistent problems with adults consuming alcohol and behaving anti-socially in public spaces. For a 12-month period between 2019 & 2020, where Police data was analysed, these wards all saw fewer than 10 reports each of alcohol related anti-social behaviour over that period. This compares to Central Bournemouth, which saw 20 reports per month or Poole Town which saw 10 reports per month. As the areas excluded from the proposed PSPO are mainly residential areas, it is not anticipated that displacement to these areas would take place.
26. If agreed the proposed PSPO could be in place for 1st July 2021, which will greatly assist with our approach to summer planning, particularly around the coastal areas.
27. In order to prevent any confusion, it should be noted that if a PSPO is granted it is not an alcohol ban and it does not make it an offence to drink alcohol in the area covered by the Order. However, it is an offence to fail to comply with a request from an officer to cease drinking or surrender alcohol in the area covered by the Order, if the individual is or is likely to cause anti-social behaviour. If alcohol is confiscated, it can be disposed of by the person who confiscates it.
28. PSPOs are a tool to deal with adults causing alcohol related anti-social behaviour, the police and CSAS have existing powers to deal with those consuming alcohol underage.
29. With regards to licensed premises, a PSPO cannot be used to restrict the consumption of alcohol where the premises or its curtilage (a beer garden or pavement seating area) is licensed for the supply of alcohol (other than council operated licenced premises). There are also limitations where a temporary event notice has been given under Part 5 of the Licensing Act 2003, or where the sale or consumption of alcohol is permitted by virtue of permission granted under section 115E of the Highways Act 1980. This is because the licensing system already includes safeguards against premises becoming centres for anti-social behaviour.

Consultation

30. The proposed PSPO was subject to a formal public consultation between 16th March 2021 and 13th April 2021. There were 294 responses to the survey. 248 responses were from residents who live within the PSPO area.
31. 74% of respondents strongly agree that a PSPO should be made by BCP Council to deal with anti-social behaviour linked to the consumption of alcohol in public open spaces, while a further 15% agree.
32. Respondents who agreed with the proposal did so because they felt that anti-social behaviour associated with the consumption of alcohol in public spaces has become an increasing problem, makes the area an unpleasant place to live and harms the image of the local area. Respondents want to be able to use and enjoy public open spaces in peace, while the consumption of alcohol causes a variety of associated anti-social behaviour. It also leads to increased litter and vandalism, and residents feel intimidated and fear for their safety.
33. Respondents who disagreed with the proposal did so because they felt it was draconian and the offences were already covered by existing laws. These respondents also felt that it will not reduce anti-social behaviour and will move the problem elsewhere rather than prevent it. Respondents also felt that it targeted the vulnerable and that money should be spent on provision of appropriate support services rather than punishment.
34. 30% of respondents felt that Highcliffe and Walkford should be included in the PSPO, 28% felt that Broadstone should be, 26% felt that Commons should be included and 23% felt that Bearwood and Merley should be included. 57% of respondents felt that none of these areas should be included in the PSPO.
35. The Chief Constable and Office of the Police and Crime Commissioner were also consulted, as required by the Guidance. The response from Superintendent Gavin Dudfield stated:

“The PSPO is an appropriate and lawful method to address Anti-Social Behaviour but it should not be used in isolation. Often Anti-Social Behaviour can manifest due to a gap in other services. I would welcome the PSPO being introduced alongside a Public Health problem solving approach to reduce Anti-Social Behaviour.

The PSPO proposal and the response from Acting Chief Inspector Thompson provide data to support the requirement for a PSPO. I note that within the Local Authority area there are acute ‘hot spots’ where there is evidence of high volumes of disorder, yet the PSPO application is for a broad area. The feedback that I have from operational staff is that this broad approach is welcomed, as previously, individuals have found areas where there is no PSPO in place, whereupon they have then caused further Anti-Social Behaviour.”

Summary of legal implications

36. The legal test is set out in Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014. A Public Spaces Protection Order can be made by the Council if they are satisfied on reasonable grounds that two conditions are met. These are:

First Condition

- activities carried on in a public place within the authority’s area have had a detrimental effect on the quality of life of those in the locality, or.

- It is likely that activities will be carried on in a public place within hat areas and that they will have such an effect.

AND Second Condition

- The activity/activities is, or is likely to be, persistent or continuing in nature;
- is, or is likely to be, such as to make the activities unreasonable; and
- justifies the restrictions imposed.

Summary of financial implications

37. The only cost of implementing the PSPO, other than staff time, would be the required signage that would need to be put in place. Quotes for this are currently being obtained, but this is likely to be less than £10,000 and can be found from existing resources.

Summary of sustainability impact

38. The positive impact from a sustainability perspective from adopting the proposed PSPO would be a reduction in alcohol related litter in prominent public open spaces.

Summary of public health implications

39. Some of those who cause anti-social behaviour and drink alcohol in public will be dependent drinkers.

Summary of equality implications

40. An Equalities impact Assessment has been completed and can be found in the Appendices to this report
41. No specific concerns have been identified around the proposal for a BCP PSPO to tackle issues of anti-social behaviour related to the consumption of alcohol. A balanced approach is taken to enforcement and support, enforcement of the PSPOs will only take place if an individual is/or is likely to be causing anti-social behaviour (harassment, alarm or distress). There is a community of 'Street drinkers' in some area where the PSPO will cover, they will not be adversely affected unless they are behaving in manner to cause anti-social behaviour. In general, the street drinking community is a mix of some who may be rough sleeping at the time and those with accommodation but who are still street attached. Many will be dependent alcoholics, for whom removing their drinks may be a medical risk. Again, a balanced approach is taken where drinkers will be signposted to support services to address problematic drinking. Enforcement action regarding breaches of the PSPO will be monitored and should this identify trends or concerns that certain groups of people are being adversely affected work will be undertaken to understand why.
42. The consultation identified some members of the public feel their human rights are affected by those causing anti-social behaviour, therefore, the Order will provide a tool to help protect the community.
43. The proposed order is to deal with alcohol related ASB caused by adults. Anecdotal information from front line officers identifies the majority of those who might be identified as being part of the street drinking community are male. It has been identified that in some circumstances different cultural backgrounds can mean there are differing perceptions about the consumption of alcohol in a public place. This

Order is not an alcohol ban and action will only be taken if an individual is acting in an anti-social manner.

Summary of risk assessment

44. A PSPO can be challenged by way of an application to the High Court by an interested person within six weeks of it being made. An “interested person” is someone who lives in, regularly works in, or visits the restricted area.
45. Interested persons can challenge the validity of an Order on two grounds. They could argue that the council did not have power to make the order, or to include particular prohibitions or requirements imposed by the order. In addition, the interested person could argue that one of the requirements (for instance, consultation) had not been complied with.
46. It is considered that this in this matter the risk is minimal, as the correct procedure for making the Order has been followed and it is believed that the Order is proportionate and justified

Background papers

Consultation Summary

Consultation Report

Appendices

Appendix 1 – Proposed PSPO

Appendix 2 - EQIA

BCP Council
The Anti-Social Behaviour, Crime and Policing Act 2014
Public Spaces Protection Order

Identified areas in BCP as highlighted in yellow on the map attached.

- 1 THIS IS A FORMAL ORDER issued by BCP Council in exercise of its powers under section 59 of the Anti-social Behaviour, Crime and Policing Act 2014 because it is satisfied on reasonable grounds that;

2

- a. Activities carried out in a public space within the authority's area have had a detrimental effect on the quality of life of those in the locality, or
- b. it is likely that activities will be carried out in any public place within that area and that they will have such an effect.

In addition, the effect, or likely effect, of the activities;

- a. Is, or is likely to be, of a persistent or continuing nature;
- b. is, or likely to be, such as to make the activities unreasonable and;
- c. justifies the restrictions imposed by the Order.

2. Identified activities

- Consuming alcohol and behaving or likely to behave in a manner so as to cause nuisance, harassment, alarm or distress to another person.

3. Restrictions placed on you

3a No person, without a reasonable excuse, shall refuse to stop drinking alcohol or surrender any containers (sealed or unsealed) which are believed to contain alcohol, when required to do so by a Police Constable or Authorised Person.

4. Requirement placed on you

4a If a Police Constable or Authorised Person reasonably believes that you have acted, or likely to act, contrary to the restrictions placed upon you by this Order, you must leave the designated area or specified location forthwith and not return within a specified period up to a maximum of 48 hours when instructed to do so by a Police Constable or Authorised Person.

The Council requires that you terminate the activities described in section 3 and comply with requirement 4 if requested to do so within the restricted area detailed yellow on the attached map.

5. What happens if you fail to comply with restriction 3a?
If without reasonable excuse you fail to comply with restriction 3a you will be liable on summary conviction to a fine not exceeding level 2 (£500).

7. Fixed Penalty Notices

Alternatively, a Constable or Authorised Person may issue a Fixed Penalty Notice (FPN) to anyone he or she believes has committed an offence. You will have 14 days to pay the initial FPN of £100. No further proceedings will be taken against you for this offence before the expiration of 14 days following the date of the FPN. You will not be liable for prosecution if you pay the FPN during the said period of 14 days.

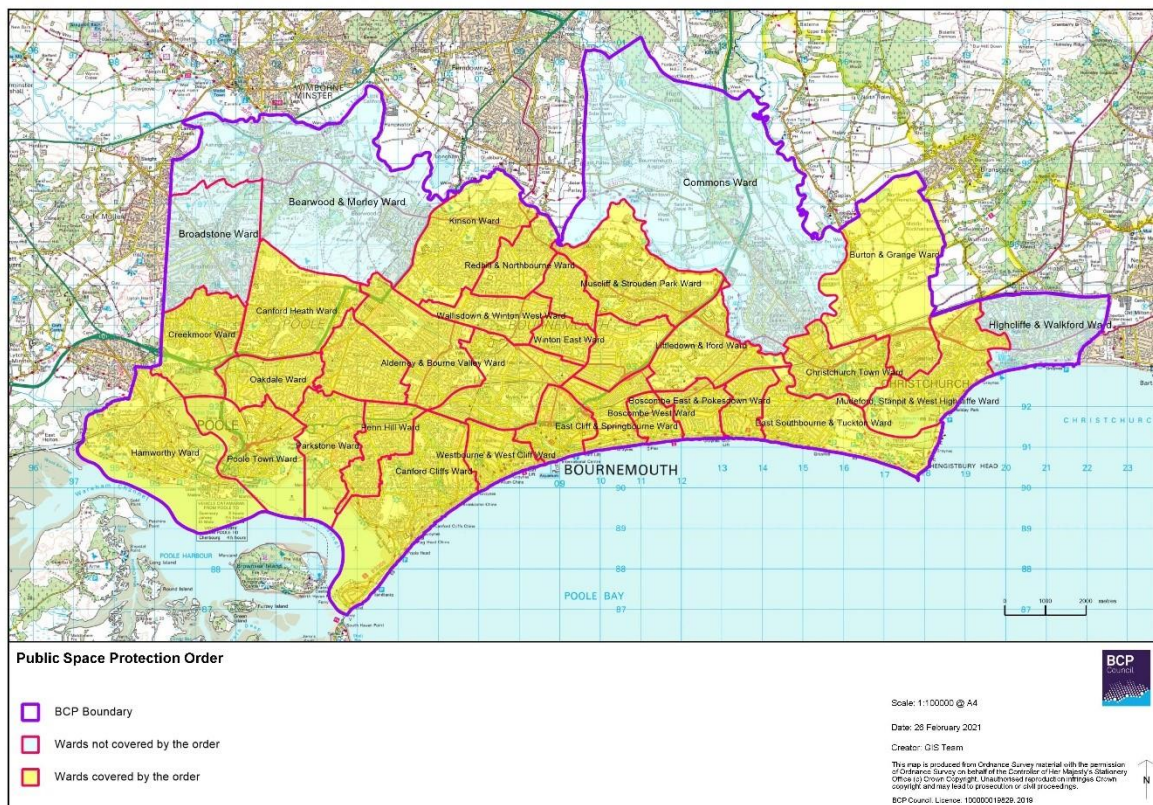
Order dated the 2021

This Order ends on the 2021

Signed

Date: .

Note: Any further information regarding this Notice may be obtained upon application to the Anti-Social Behaviour Manger, BCP Council



Equality Impact Assessment: Report and EIA Action Plan

Purpose

This is the narrative report that you will complete when you have captured your evidence and identified any negative impacts that require mitigation.

This is an important part of the process and should not be skipped over.

When reading the conclusion, decision makers need to be able to easily see:

- if there are any adverse impacts,
- what they are,
- who is affected
- what is going to be done about it.

Detail the positive impacts too. Decision makers should easily see the benefits of the proposed changes.

If there are no impacts one way or another you need to explain how you came to that conclusion, by summarising the assessment process.

Where there is insufficient information to make an informed decision the EIA process will need to be revisited.

Policy/Service under development/review:	Public Space Protection Order (PSPO) - Alcohol
Service Lead and Service Unit:	Julia Howlett/ Andrew Williams Communities
People involved in EIA process:	Julia Howlett, Andrew Williams, Lisa Bailey
Date EIA conversation started:	24/03/21

Background

The Anti-social Behaviour, Crime and Policing Act 2014 introduced Public Spaces Protection Orders (PSPOs) to tackle a wide range of anti-social behaviour issues. The Act gives councils the authority to draft and implement PSPOs in response to particular issues affecting the quality of life of those in their communities.

Public Spaces Protection Orders are intended to deal with a particular nuisance or problem in a specific area that is detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone. They are intended to help ensure that the law-abiding majority can use and enjoy public spaces, safe from anti-social behaviour.

The main aim of such an Order would be to provide officers with a tool which enables them to pro-actively tackle those consuming alcohol and acting in an anti-social manner in public open spaces. For many areas this can present a very visible form of behaviours which are of a significant concern to members of the public.

It should be noted that if a PSPO is granted it is not an alcohol ban and it does not make it an offence to drink alcohol in the area covered by the Order. However, it is an offence to fail to comply with a request from an authorised officer to cease drinking or surrender alcohol in the area covered by the Order, if the individual is or is likely to cause anti-social behaviour. If alcohol is confiscated, it can be disposed of by the person who confiscates it.

Across the preceding Councils, prior to the formation of BCP Council, different approaches to tackling street-based anti-social behaviour by adults had been developed.

At the beginning of 2020 a review was undertaken to harmonise BCP Council's approach to dealing with street-based anti-social behaviour (ASB), in light of the Community Safety Accredited Scheme (CSAS) being extended across the BCP town centres.

CSAS officers work in partnership with a wide range of partner agencies and are seen as part of the Neighbourhood Policing Teams (NPT). They provide a uniformed presence on the streets and have limited powers accredited to them by the Chief Constable:

- The power to require name and address for those acting anti-socially
- The power to require name and address for those who are begging
- The power to remove alcohol from those under 18
- The power to confiscate alcohol from those acting anti-socially
- The power to require name and address for a qualifying offence

The CSAS Scheme is accredited to cover the whole of the BCP Council Area.

Alongside their enforcement powers, CSAS Officers take a balanced approach to engaging and dealing with individuals who are rough sleeping, or whose addiction issues are causing anti-social behaviour, to sign-post and make appropriate referrals to support agencies. They work closely with our services commissioned to tackle rough sleeping and substance misuse.

Different departments within the council receive complaints from members of the public regarding their experiences encountering individuals who have/are consuming alcohol and acting in an anti-social manner or the remnants of alcohol related litter.

Anecdotally front-line officers report many incidents where they have been subjected to abuse from those consuming alcohol and acting anti-socially.

There were a number of Designated Public Place Orders (DPPOs)/PSPOs across the preceding authorities and the Council proposes to consolidate the provisions in the previous Orders relating to the consumption of alcohol in public places to form one BCP PSPO.

A range of information has been collated and analysed, this has identified which areas meet the legal threshold for the introduction of a PSPO and a 28-day public consultation was held between 16 March 2021 and 13 April 2021.

Findings from the consultation identified the comments made by some participants:

- Respondents commented that the human rights of the general public need protecting and that they need to feel safe. All people should be treated the same and anti-social behaviour has nothing to do with human rights.
- Respondents felt that the proposal would have a positive impact on the local area and struck a good balance with regards to policing and enforcement.

- Respondents felt that it is important to deal with offences fairly and sensibly, and that support needs to be put in place for those who require it rather than criminalising anti-social behaviour.
- Respondents felt that the PSPO could discriminate against those who are homeless and those with addiction concerns. Respondents also felt that it could be used unfairly against young people. However, respondents also felt that it is important that the needs of the elderly, women and those with a disability are considered and that they are protected.

Describe why the change is proposed and what the expected outcomes will be and who it is designed to benefit.

What consultation and research have been undertaken? Use the information captured in the conversation screening tool and evidence forms to help.

Findings

How does your decision affect those of:

- **Different Ages**

The proposed order is to deal with alcohol related ASB caused by adults, but it will only impact on those who are or who are likely to act in an anti-social manner.

- **Current/Previous members of the Armed Forces**

There may be occasions where those encountered on the streets have an armed forces background. The first engagement with any individual is to ensure they are safe and advise them how they can access help and support.

A balanced approach is taken to support and enforcement, officers build a picture of the circumstances surrounding an individual to ensure any action taken is justified and proportionate.

- **Those with caring responsibilities**

No impact identified.

- **Those with physical disabilities**

No impact identified.

- **Those with mental disabilities**

A balanced approach is taken to support and enforcement, if officers identify possible health issues, including mental health, the necessary advice and support will be offered. If officers have concerns about any vulnerable individual appropriate safeguarding referrals are made.

1 Prepared

by: Julia Howlett

Date: 22/04/21

Equality Impact Assessment: Report and EIA Action Plan

- **Different ages**

The proposed order is to deal with alcohol related ASB caused by adults, but it will only impact on those consuming alcohol and who are/are likely to act in an anti-social manner.

- **Different sexes/genders**

Anecdotal information from front line officers identifies the majority of those who might be identified as being part of the street drinking community are male.

- **Those who identify as trans**

No impact identified.

- **Those who are pregnant/on maternity**

No impact identified.

- **Those who are married/in a civil partnership**

No impact identified.

- **People from different ethnic groups**

It has been identified that in some circumstances different cultural backgrounds can mean there are differing perceptions about the consumption of alcohol in a public place. This Order is not an alcohol ban and action will only be taken if an individual is acting in an anti-social manner.

- **People with different religions or beliefs**

No impact identified.

- **People with different sexual orientations**

No impact identified.

- **People in different socio-economic groups**

No impact identified.

- **People's human rights**

The proposed order is not an alcohol ban, and any enforcement of the order will be justified by the officer dealing with the matter. In all circumstances a proportionate response will be taken.

The consultation identified some members of the public feel their human rights are affected by those causing anti-social behaviour, therefore, the Order will provide a tool to help protect the community.

Conclusion

*You **must** summarise the conclusions and outcomes of this policy/service change? i.e. issues and resolutions and lift this paragraph into your covering report.*

Clearly and succinctly set out the issues. If there are negative issues, say how these are being addressed. If there are positive issues, set these out as well.

Are there any adverse risks that need to be considered?

Summary of Equality Implications: No specific concerns have been identified around the proposal for a BCP PSPO to tackle issues of anti-social behaviour related to the consumption of alcohol. A balanced approach is taken to enforcement and support, enforcement of the PSPOs will only take place if an individual is/or is likely to be causing anti-social behaviour (harassment, alarm or distress). There is a community of 'Street drinkers' in some area where the PSPO will cover, they will not be adversely affected unless they are behaving in manner to cause anti-social behaviour. In general, the street drinking community is a mix of some who may be rough sleeping at the time and those with accommodation but who are still street attached. Many will be dependent alcoholics, for whom removing their drinks may be a medical risk. Again a balanced approach is taken where drinkers will be signposted to support services to address their problematic drinking. Enforcement action regarding breaches of the PSPO will be monitored and should this identify trends or concerns that certain groups of people are being adversely affected work will be undertaken to understand why.



by: Julia Howlett
Date: 22/04/21

Equality Impact Assessment: Report and EIA Action Plan

Equality Impact Assessment Action Plan

Please complete this Action Plan for any negative or unknown impacts identified above. Use the table from the Capturing Evidence form to assist.

Issue identified	Action required to reduce impact	Timescale	Responsible officer
<i>e.g. the effect on disabled people is unknown</i>	<i>Undertake research and consultation</i>		
Current/Previous members of the Armed Forces	Officers identify at first contact any support requirements and sign post to relevant services.	Continual	Julia Howlett
Mental health/other health and welfare issues	Officers identify at first contact any support requirements and signpost to relevant services.	Continual	Julia Howlett
Street drinkers	Officers identify at first contact any support requirements and signpost to relevant services.	Continual	Julia Howlett

3 Prepared by: Julia Howlett

Date: 22/04/21

This page is intentionally left blank

CABINET



Report subject	Annual review of housing wholly owned companies
Meeting date	23 June 2021
Status	Public Report
Executive summary	<p>This report provides a review of the following four companies - Seascope Group Limited, Seascope South Limited (SSL), Seascope Homes and Property Limited (SHP) and Bournemouth Building Maintenance Limited (BBML).</p> <p>The report sets out the growth plans for each company, an operational update from the last year and the 2021/22 annual plan for each.</p> <p>The Seascope Group, including its two subsidiaries SSL and SHP, has much scope for growth in activity and sizeable income generation opportunities as a result.</p> <p>SSL has been impacted by the Covid pandemic during the last year, but plans are in place for recruiting additional senior commercial expertise and capacity and to bring this forward as soon as possible in line with the Council's Smarter Structures programme. This additional capacity will develop opportunities, drive marketing and promotion, manage contract growth and drive forward operational efficiencies.</p> <p>Staffing resources are already being scaled-up to ensure the capacity to deliver the ambition for SHP. SHP will increase its property portfolio within management as a result of a scaled-up property acquisition programme by the Council over the next few years and as part of the emerging Council New Build and Acquisition Strategy (CNHAS). SHP will also provide a delivery vehicle for building out the pipeline of Council owned sites for private rent or private sale homes.</p> <p>A review of BBML operations has commenced to look at the current mixed model of employment and delivery across the Property Maintenance teams. The review is ongoing and will be brought to Cabinet for consideration in a separate report.</p> <p>This report recommends that Hixsons Limited is appointed for a further year in order to audit the 2020/21 company accounts.</p>

Recommendations	<p>It is RECOMMENDED that Cabinet:</p> <p>(a) Supports the plans to further grow the two Seascope Group subsidiaries</p> <p>(b) Approves the appointment of Hixsons Limited as the external auditor for BBML, Seascope Group Limited (SGL) and MD Care to audit the 2020/21 company accounts.</p> <p>(c) Approves the appointment of Paul Whittles, Finance Manager, as temporary Director of Finance for Seascope Group Limited.</p>
Reason for recommendations	<p>The Seascope Group subsidiaries – SSL and SHP - provide valuable services and will generate additional income to BCP Council as the sole shareholder to help continue delivering Council services to vulnerable people.</p> <p>It is a requirement of the Shareholders Agreement for both BBML and SGL that authority is sought from the Council as sole shareholder for the appointment the external auditor and for the appointment of Directors.</p>
Portfolio Holder(s):	Councillor Robert Lawton, Portfolio Holder for Homes
Corporate Director	Kate Ryan – Chief Operating Officer
Report Authors	Lorraine Mealings – Director of Housing
Wards	Council-wide
Classification	Decision

Background

1. The Council has a number of wholly owned companies in place within Housing that deliver valuable services and provide benefits to the Council as the sole shareholder. This report provides a review of the following 4 companies - Seascope Group Limited, Seascope South Limited (SSL), Seascope Homes and Property Limited (SHP) and Bournemouth Building Maintenance Limited (BBML).
2. The following sets out the growth plans for each company, an operational update over the last year and the 2021/22 annual plan for each company.

Seascope Group Limited

3. Seascope Group Limited is a 100 per cent owned Council Company, with BCP Council as the sole shareholder. It has two subsidiaries – SSL and SHP.
4. It is a requirement of the Shareholders Agreement between the Council and Seascope Group Limited that the company produces a medium term five-year

strategic plan which was approved by Cabinet in May 2020 – ‘Seascope Group Limited 5 Year Strategic Plan (2020-25)’.

5. The five-year strategic plan is based on a step-change in growth, innovation and ambition, operating across the wider BCP geography, maintaining customer focus, investing in supporting staff and ensuring sizeable income generation to help financially support the delivery of valuable services for BCP Council as the sole shareholder.

Seascope South Limited - Ambition

6. The five-year Strategic Plan for Seascope South Limited (SSL) involves being a trusted contractor of choice for the wider BCP Disabled Facilities Grant (DFG) programme works across BCP, providing adaptation works for people living independently. This will involve incrementally growing to a turnover of over £900,000 per year within five years.
7. SSL is also committed to grow the provision of construction services to additional private sector customers across BCP. Core services will be consolidated as the DFG works programme is expanded. The service will be streamlined to drive through efficiencies and secure an excellent base on which to further grow. Additional staffing is proposed during 2021/22 involving an additional £100,000 investment. Additional investment in terms of staffing capacity and entrepreneurial expertise is essential to bring an exciting step-change in activity as we move forwards over the next few years. This is needed to develop and deliver a marketing strategy, test the local market, ensure access to the labour force we need and to secure the additional business in what is a competitive market.

Seascope South Limited – 2021/22 Plans

8. The last year of SSL activity has been significantly affected by the Covid pandemic with many of the work programmes having stopped during lockdowns. The DFG programme and many of the construction and refurbishment programmes were closed for a period of time due to our duty of care to both staff and customers. All works have since been carefully opened back up with robust risk assessments and staff trained in safe practices. Productivity when returning to site has been slower than normal due to the need to circulate trades with adequate social distancing.
9. The end of year financial position for SSL was not as positive as expected due to the pandemic, with an end of year outturn for 2020/21 forecast of £7,000 profit before tax compared to a budget of £73,000.
10. Plans have been reviewed for the coming year. The project plan involves the recruitment of additional senior commercial expertise and capacity and to bring this forward as soon as possible within the Council's Smarter Structures staff restructuring programme. This additional capacity will develop opportunities, drive marketing and promotion, manage contract growth and drive forwards operational efficiencies, building on the 'Moving Forwards' efficiency programme which has been in place for nearly 12 months now. The growth plan will also involve scaling up resources within the aligned DFG team to deliver the extended programme.

Seascope Homes and Property Limited - Ambition

11. Seascope Homes and Property Limited (SHP) is committed to growing and providing housing options through a lettings solution for homeless households. It will continue to expand its portfolio of properties for homeless purposes across the wider Bournemouth, Christchurch and Poole area.

12. SHP is also planned to grow its Private Rent Sector (PRS) activity by renting properties out at full market rent levels. Additional investment is needed at key points during the five-year plan to secure further staffing capacity and marketing expertise to help ensure the delivery of a robust upmarket rental offer to this client group.
13. The ambition is for SHP to also directly build homes on Council owned land, primarily homes for private rent and private sale. Council owned sites have already been identified which will deliver more than 1,000 new homes over the next five years and the ambition is that a proportion of the private homes within that programme would be built within the Seascope Group. The financial benefits of this activity cannot yet be quantified but the ambition is for this growth area to significantly contribute to the short, medium and long term financial pressures faced by the shareholder, BCP Council. The resulting PRS homes will be let through SHP.

Seascope Homes and Property Limited – 2021/22 Plans

14. The property acquisitions made by the Council which are subsequently leased to SHP have slowed during the pandemic due to lockdown restrictions. The programme however has since commenced. Further acquisitions are being financially supported by a successful allocation of grant funding from the Ministry of Housing , Communities and Local Government's (MHCLG) Next Steps programme to support move-on for people at risk of rough sleeping who were brought into accommodation during the pandemic. Further MHCLG funding rounds since the initial tranche are currently being actively pursued.
15. Existing properties managed in SHP continue to be well managed and occupied by those finding themselves homeless, with some properties accommodating those who were covid positive and became homeless during the pandemic. The new build private rented sector scheme owned by BCP Council – Treetops –was slightly delayed in its completion and lettings by several months but almost all 46 properties were let by the end of the 2020/21 financial year through SHP.
16. As at the end of 2020/21, SHP managed 61 properties for the Council, from a total of 98 properties purchased by the Council since 2016 as part of the homeless acquisition programme totalling £45 million. The remaining properties are managed by the Council directly on non-secure homeless tenancies. The total additional 98 properties have created 206 lettable homes including self-contained properties, rooms in Houses of Multiple Occupation and family hostel places.
17. SHP continues to deliver good alternative accommodation to households who would otherwise be placed in bed and breakfast accommodation. It continues to deliver the financial savings of an estimated £7 million total to date through the avoidance of Housing Benefit local subsidy payments and secures further savings for the Council in terms of bad debts for rent deposit loans that would ordinarily have been paid to those securing private rented accommodation. In addition, the asset value of properties purchased since the Council's acquisition programme has continued to increase.
18. The end of year financial position for SHP was not as positive as expected due to the pandemic, with an end of year outturn for 2020/21 forecast of £19,000 loss compared to a budgeted loss of £3,000.
19. The growth of SHP is such that staffing resources are already being scaled up to ensure the right capacity. SHP will increase its property portfolio within

management as a result of a scaled-up property acquisition programme by the Council over the next few years. This extended acquisition programme will be set out in the emerging Council New Build and Acquisition Strategy (CNHAS) to be considered by Cabinet later this year. Properties will be purchased by the Council and leased to SHP for renting on assured shorthold tenancies to those who are homeless and rented out at full market levels to others.

20. The emerging CNHAS will also confirm SHP as one of several delivery vehicles for building out the pipeline of Council owned sites for private market rent or private sale homes. SHP has not built any properties to date. The Council is committed to building at least 1,000 new homes on its own sites over the next five years. These extended activities involve ambitious financial investment by the Council, will help meet the Council's strategic priorities around housing whilst also creating income generation to support budgets.

BBML

21. Cabinet approved the set-up of BBML in March 2014 as a trading company. BBML was created as a response to the need to transfer maintenance staff working on Council housing from an external contractor, involving approximately 80 staff at the time. The company model provided employment at a reasonable cost and with minimal disruption. The company was also established with the aim 'to trade building services commercially in the private sector to meet funding shortfalls for the Council'.
22. BBML is a teckal company, wholly owned by the Council as the sole shareholder and reports directly to Cabinet with a Board of Directors alongside the Seascope Group.
23. BBML employees are mainly operatives working on repairs, maintenance and construction projects whilst others work in back office roles across various teams as well as Parks staff employed through BBML – approximately 200 staff in total.

BBML – future direction

24. A review involving a multi-disciplinary working party was convened during 2020 to undertake due diligence on the operational efficiency of BBML activity in the wider context of BCP Council. The working party included expert input from Housing, Property Maintenance, Finance, Legal Services, Internal Audit, Project Management and HR. It considered the current mixed model of employment and delivery across the Property Maintenance teams to ensure reliable strategic and financial oversight. Consideration was also given to the need for an operating model that will provide an effective and streamlined base position on which to build further improvements, efficiencies, and form part of the Council's wider transformation programme. There are a number of delivery models in place across the Council's Property Maintenance service and in addition to the working party, the 'Moving Forwards' efficiency programme has considered the delivery of the service and will be further assisted by engagement with the Council's Strategic Implementation Partner. Because of the operational complexities of the current delivery, a separate report will be presented to Cabinet so that full consideration can be given to any proposals on the future direction of BBML.

Governance

25. An internal audit was undertaken of the four companies in 2020 and identified a number of governance issues that required improvement. Work has been

undertaken since this time to move the various recommendations forwards including delivering specialist training for Directors, developing strategic plans for each of the companies, ensuring visibility of the companies through reporting to Cabinet/Council and approving the permanent recruitment of a Company secretary resource.

26. Importantly, Directors across all companies have been involved in detailed discussions alongside key officers over the last year to shape the future direction and delivery for the companies.
27. Despite the capacity taken up during 2020/21 with addressing the demands from the pandemic and the pauses in multiple work programmes due to lockdown rules, there has still been progress and momentum to review company plans to help maximise the opportunities that they bring.

Auditors

28. Hixsons Limited was appointed to audit the 2019/20 accounts for the BCP Council owned companies Bournemouth Building and Maintenance Limited (BBML), Seascope Group Limited (SGL) and MD Care and this report recommends that Hixsons Limited is appointed for a further year in order to audit the 2020/21 company accounts. It is a requirement of the Shareholders Agreement for both BBML and SGL that authority is sought from the Council as sole shareholder for the appointment of the external auditor. It should be noted that as MD Care is no longer trading, only an accountant's certificate is required and not a full audit.
29. A procurement exercise based on price and quality was conducted in April 2020 to appoint an external auditor for the Council owned companies for the 2019/20 financial year. This was necessary due to the resignation of the previous auditor, Grant Thornton UK LLP, who are also the external auditors for BCP Council. As this was the first time that the Council owned companies would have a different external auditor to the Council it was decided that in order to test the market the appointment would be for one year with a further tender exercise being conducted for a longer term solution. This arrangement was approved at the July 2020 Cabinet meeting and Hixsons Limited were appointed.
30. Due to the impact of the pandemic in delaying the completion of the audit to March 2021, and the resources that the finance team has diverted to ensure the financial stability of the Council and its wholly owned companies, the tender exercise has not been possible. This report recommends that Hixsons Limited is appointed for a further year in order to audit the 2020/21 company accounts.
31. Hixsons represented the best value for money in the previous procurement exercise and have conducted an efficient audit of the 2019/20 accounts. The fees proposed by Hixsons Limited for 2020/21 are shown in the table below.

Company	Proposed Audit Fee £		Increase £
	2019/20	2020/21	
MD Care	1,000	600	(400)
BBML	4,000	4,600	600
Seascope Homes & Property	3,000	3,600	600
Seascope South	3,000	3,600	600
Seascope Group	1,500	2,100	600
Total	12,500	14,500	2,000

32. The proposed increases are not inflationary but reflect a maximum potential increase relating to the use of the auditor's software to produce the accounts from the company's financial information, which will lead to efficiencies within the finance team in producing and amending the accounts.
33. The actual audit fees for 2019/20 will be £10,000 higher in total than the proposed fees in the table above due to the additional time taken to complete the audits due to the covid pandemic. These are one off costs and do not affect the proposed 2020/21 fees. The proposed fee for 2020/21 represents good value for money as it remains lower than the other quotes received when the procurement exercise was carried out in April 2020.
34. A procurement exercise will be carried out to appoint an external auditor for a three-year period from 2021/22.

Appointment of Director of Finance to Seascope Group

35. The current Director of Finance for Seascope Group Ltd, Dan Povey (Assistant Chief Financial Officer) will resign as Director of Finance on 30 June 2021 as he is leaving the employment of the council.
36. As a reserved matter in the Shareholder Agreements it is a requirement to gain Cabinet approval for the appointment of Directors to council owned companies. It is recommended that Paul Whittles (Finance Manager) is appointed to the post of Director of Finance, Seascope Group Ltd, on a temporary basis pending the recruitment of a replacement Assistant Chief Financial Officer for the council.

Options Appraisal

37. One option would be to maintain the current level of resources within SSL and SHP, but this would not deliver the growth and ambition set out in the five-year strategic plan. It would not build on the opportunities that these companies present

in terms of delivering valuable services for residents, as well as enabling valuable income generation back to the Council as the sole shareholder to support budgets.

Summary of financial implications

- 38. The growth of the Seascope Group companies will provide much needed income generation back to the Council as sole shareholder.
- 39. The approach to extend the Auditors contract for one further year has been agreed with the Council's strategic procurement team. If extended the audit fees will potentially rise to £14,500 for 2020/21, an increase of £2,000 in total across all five Council owned companies. This represents good value for money as it remains lower than the other quotes received when the procurement exercise was carried out in April 2020.

Summary of legal implications

- 40. The governance audit is being actioned with many concerns now having been resolved to ensure the most effective operation of the wholly owned companies.
- 41. As the appointment of auditors and Directors are reserved matters in the Shareholder Agreements, the appointments must be approved by Cabinet (on behalf of the Council as shareholder).

Summary of human resources implications

- 42. None identified

Summary of sustainability impact

- 43. None identified

Summary of public health implications

- 44. None identified.

Summary of equality implications

- 45. None identified.

Summary of risk assessment

- 46. Failure to increase the level of resources within SSL and SHP would not deliver the growth and ambition set out in the five-year strategic plan or build on the opportunities for delivering services to residents and income generation for the Council.

Background papers

- 47. None.

Appendices

None