



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

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DATE: 16 May 2022

To: Members of the
EXECUTIVE, RESOURCES AND CONTRACTS POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Subject to the Executive, Resources and Contracts Policy Development and Scrutiny Committee being re-constituted and members of the Committee being re-appointed, there will be a meeting of the Executive, Resources and Contracts Policy Development and Scrutiny Committee at Bromley Civic Centre on **TUESDAY 24 MAY 2022 AT 7.00 PM**

PLEASE NOTE: This meeting will be held in the Council Chamber at the Civic Centre, Stockwell Close, Bromley, BR1 3UH. Members of the public can attend the meeting: you can ask questions submitted in advance (see item 3 on the agenda) or just observe the meeting. There will be limited space for members of the public to attend the meeting – if you wish to attend please contact us, before the day of the meeting if possible, using our web-form:

<https://www.bromley.gov.uk/CouncilMeetingNoticeOfAttendanceForm>

Please be prepared to follow the identified social distancing guidance at the meeting, including wearing a face covering.

TASNIM SHAWKAT
Director of Corporate Services & Governance

Copies of the documents referred to below can be obtained from
<http://cds.bromley.gov.uk/>

PART 1 AGENDA

Note for Members: Members are reminded that Officer contact details are shown on each report and Members are welcome to raise questions in advance of the meeting.

STANDARD ITEMS

- 1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 2 DECLARATIONS OF INTEREST**
- 3 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING**

In accordance with the Council's Constitution, questions that are not specific to reports on the agenda must have been received in writing 10 working days before the date of the meeting.

Questions specifically on reports on the agenda should be received within two working days of the normal publication date of the agenda. Please ensure that questions specifically on reports on the agenda are received by the Democratic Services Team by **5pm on 18 May 2022.**

a QUESTIONS FOR THE CHAIRMAN OF EXECUTIVE, RESOURCES AND CONTRACTS PDS COMMITTEE

b QUESTIONS FOR THE RESOURCES, COMMISSIONING AND CONTRACTS MANAGEMENT PORTFOLIO HOLDER

4 MINUTES OF THE EXECUTIVE, RESOURCES AND CONTRACTS PDS COMMITTEE MEETING HELD ON 24 MARCH 2022 (EXCLUDING EXEMPT ITEMS) (Pages 5 - 14)

5 MATTERS OUTSTANDING AND WORK PROGRAMME (Pages 15 - 22)

6 FORWARD PLAN OF KEY DECISIONS (Pages 23 - 28)

HOLDING THE EXECUTIVE TO ACCOUNT

7 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS

Members of the Committee are requested to bring their copy of the agenda for the Executive meeting on 25 May 2022.

POLICY DEVELOPMENT AND OTHER ITEMS

8 CONTRACTS REGISTER AND CONTRACTS DATABASE UPDATE (PART 1 REPORT AND APPENDIX AVAILABLE ONLINE ONLY)

9 INFORMATION ITEMS

The items comprise:

- Risk Management
- Health and Wellbeing Centre Viability

Members have been provided with advance copies of the briefing via e-mail. The briefing is also available on the Council's Website at the following link:

<http://cds.bromley.gov.uk/ieListMeetings.aspx?Cld=559&Year=0>

Information Items will not be debated at Executive, Resources and Contracts PDS Committee unless a member of the Committee requests a discussion be held. 24 hours' notice must be given to the Clerk.

PART 2 AGENDA

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

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

Items of Business

Schedule 12A Description

11 PRE-DECISION SCRUTINY OF EXEMPT EXECUTIVE REPORTS (IF ANY)

**12 PART 2 CONTRACTS REGISTER AND CONTRACTS DATABASE UPDATE
(Pages 29 - 50)**

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

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EXECUTIVE, RESOURCES AND CONTRACTS POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 24 March 2022

Present:

Councillor Christopher Marlow (Chairman)
Councillor Kira Gabbert (Vice-Chairman)
Councillors Gareth Allatt, Yvonne Bear,
Nicholas Bennett MA J.P., David Cartwright QFSM,
Nicky Dykes, Will Harmer, Colin Hitchins, Simon Jeal,
Michael Tickner, Pauline Tunnicliffe and Angela Wilkins

Also Present:

Councillor Melanie Stevens (via MS Teams)

Councillor Aisha Cuthbert, Executive Assistant to the
Leader of the Council
Councillor Michael Rutherford, Portfolio Holder for
Resources, Commissioning and Contracts Management
Councillor Colin Smith, Leader of the Council

90 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies were received from Cllr Robert Evans and Councillor Melanie Stevens. Councillor Stevens joined the meeting via conference call.

91 DECLARATIONS OF INTEREST

There were no additional declarations of interest.

92 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING

No questions were received.

93 MINUTES OF THE EXECUTIVE, RESOURCES AND CONTRACTS PDS COMMITTEE MEETING HELD ON 7 FEBRUARY 2022 (EXCLUDING EXEMPT ITEMS)

The minutes of the Executive, Resources and Contracts PDS Committee meeting held on 7 February 2022 (excluding exempt information), were agreed and signed as a correct record.

**94 MATTERS OUTSTANDING AND WORK PROGRAMME
Report CSD22039**

The report dealt with the Committee's business management including the proposed work plan for the 2022/23 municipal year.

The Director of Finance agreed to investigate whether an additional Treasury Management Report would be required for 2022/23.

Members noted that the Committee's Task and Finish Group was likely to continue in 2022/23 and Membership would be dependent on the composition of the Executive, Resources and Contracts PDS Committee next year.

RESOLVED: That the report be noted.

95 FORWARD PLAN OF KEY DECISIONS

The Committee noted the Forward Plan of Key Decisions covering the period March 2022 to June 2022. It was noted that Economic Development Strategy listed for decision by the Executive on 30 March 2022 had been deferred.

In respect of the Biggin Hill Airport Noise Action Plan, the Chairman confirmed that the intention of the Committee's previous recommendation was for Biggin Hill Airport to respond by the end of June 2022 with a report being presented to Committee in Autumn 2022.

**96 RESOURCES, COMMISSIONING AND CONTRACTS
MANAGEMENT PORTFOLIO - PRE-DECISION SCRUTINY**

The Committee considered the following report where the Resources, Contracts and Commissioning Portfolio Holder was recommended to take a decision.

**a NORTH BLOCK SOLAR PV INSTALLATION
Report ES20172**

The report set out a proposal for the installation of a solar photovoltaic (PV) system on the rooftop of North Block building (located at the Civic Centre). The Council could make use of Section 106 Carbon Offsetting contributions to fund energy/carbon reduction initiatives on its own estate.

The Director of Finance highlighted that the report proposed a change to the Capital Programme and as such required a decision from the Executive.

In opening the discussion, the Chairman reported that since the publication of the report he had received further information setting out the financial justification for the recommendations which supported the conclusions set out in the report.

24 March 2022

The Committee stressed the importance of ensuring that the Council had achieved the maximum reduction in energy consumption prior to the installation of the new system as with further energy savings it may be possible to install a smaller system. Members requested that following the meeting the Environmental Programme Officer provide an update surrounding any additional energy savings that could be made and whether they could impact on the overall project. The Environmental Programme Officer was also asked to provide a key to the diagrams and pictures included in the appendices as well as details of the total carbon savings as a percentage.

In relation to the timings for the project for the rest of the Civic Centre site, the Environmental Programme Officer explained that the North Block had been treated as a separate project however, given the increases in fuel prices it was acknowledged that it would be beneficial to deliver further savings as soon as possible.

In summarising the debate, the Chairman noted that it was an exciting project, contributing to the Council's net zero carbon ambition. However, details around the risks of excessive scope needed further consideration prior to the Executive taking a decision.

RESOLVED: That

- 1. The report be noted and referred to the meeting of the Executive on 30 March 2022.**
- 2. The Executive be recommended to:**
 - (a) Approve the proposal to initiate and complete the procurement of a solar PV installation at the identified Civic Centre location, at an estimated whole life contract value of £119k, using the Council's s106 Carbon Offsetting Fund (COF) to finance the project. System design to meet these criteria is stipulated in the contract specification.**
 - (b) Approve the use of the Fusion21 framework and delegate authority to the Contract Officer to appoint the preferred contractor which is evidenced through the tender evaluation process.**

97 SCRUTINY OF THE LEADER OF THE COUNCIL

The Leader of the Council, Councillor Colin Smith, attended the meeting to respond to questions from the Committee. Councillor Smith gave a brief introduction highlighting the following issues:

- The Leader was proud of the performance of the Council over the past four years.

- During the course of the last Council, the Borough had gone through unprecedented times.
- The strength of the residents of the Borough as a whole was remarkable with a number of residents stepping up to fulfil voluntary roles.
- In addition, departments across the Council had continued to deliver strong performances with a number of initiatives being nationally recognised.

The Leader then responded to questions, making the following comments:

- Moving forward there would be increasing pressure on budgets and the role of the voluntary sector would be crucial. As yet, the impact of commuters returning to central London was unclear, but it was important to maintain the interest in and ethos of supporting the community and it was believed that the steps and measures put in place by the Council would be sufficient.
- The last two years had delivered learning around agile and flexible working and the view was that some form of split between office-based and agile working was beneficial. Through the offer of flexible/agile working the Council had been able to attract candidates to positions that had previously been hard to fill. In addition, it had been possible for the Council to retain more permanent staff and this had provided continuity for services. Any decisions around agile working would come before Members early in the new 2022-2026 administration.
- There would be a single point of contact for any Member queries regarding support for Ukrainian Refugees coming to the Borough. Members would be notified as soon as these arrangements had been confirmed.
- With respect to supporting refugees arriving from the Ukraine, the Council remained in contact with the Government and as policy was updated the information on the Council's website would be updated. The Council would be responsible for undertaking checks on safeguarding arrangements and the accommodation offered by sponsor families.
- The funding being provided by the Government will be used to ensure that the infrastructure was in place to facilitate the necessary checks. Families coming in would be required to register with the Government and provide notification of their destination in the UK. The Government would then instruct local authorities to carry out the checks. Members noted that processes needed to be expedited and there was a clear coordinating role for the Council. This was likely to be labour intensive. Policies would evolve and improve overtime and all Members would be kept informed of the changes via a weekly email as well as updates to the website. The Chairman suggested that it may be helpful for a briefing providing answers to frequently asked questions to be circulated to all Members.

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- It was agreed that it would be beneficial to enable incoming refugees to make contact with existing Bromley residents who spoke Russian and Ukrainian as this may help with feelings of isolation. It was noted that there was a Facebook group for Russian speakers in Bromley and details of this group would be circulated to Members.
- A few years ago, Bromley had been found to have one of the best waste systems in London. Policy continued to be reviewed and evolve and with an increasing number of people working from home more waste was being produced and this is something that the Council would look to address.
- By proven measurements, Bromley had amongst the best air quality levels in London.
- The issue of electric vehicle charging points was being overseen by the Environment and Community Services PDS Committee. There was a need to roll out electric vehicle charging points where they were needed and required with the situation evolving very quickly. Developments around hybrid charging points afforded further opportunities.

The Committee thanked the Leader for his update.

98 PRE-DECISION SCRUTINY OF EXECUTIVE REPORTS

The Committee considered the following reports on the Part 1 agenda for the meeting of the Executive on 30 March 2022:

(5) BUDGET MONITORING 2021/22 FSD22032

The report provided the second budget monitoring position for 2021/22 based on expenditure and activity levels up to the end of December 2021. The report also highlighted any significant variations which will impact on future years as well as any early warnings that could impact on the final year end position. This report also provides an update on the COVID grant position.

The Director of Finance introduced the report and explained that Officers were grateful for the support and sense of urgency from Members in respect of the Ukrainian Refugee Scheme. On Monday 28 March 2022, a Gold (highest priority) meeting would take place to discuss the situation and the arrangements to be put in place. Officers would also begin to visit sponsor homes. The issue of Police checks had been raised with the Home Office and there was an obligation on local authorities to undertake safeguarding checks. In addition, discussions were taking place concerning the long-term impact of the refugee crisis. It was recognised that a cross-departmental approach was required as refugee families would need support from a range of services. A review would be undertaken concerning how existing staff could be utilised to support the Council's response. As well as looking at

accommodation, consideration would need to be given to facilitating community facilities where families would be able to meet.

The Committee noted that a further update would be provided to the Executive on 30 March 2022, and this would give an indication of capacity issues. The Director of Finance highlighted that it was not possible to predict numbers however it was clear that there would be a number of challenges to be overcome and further challenges the longer the crisis continued. The Committee noted that refugees arriving in the UK would have access to work and full benefits.

In response to a question, the Director of Finance confirmed that the £10,500 funding provided by the Government was intended to last for a period of one year and would then be reviewed. The situation was currently very fluid and there would be a quarterly monitoring process. The intention of the Council was to manage the costs of the refugee crisis as separate from the wider Council budget.

Turning to other issues in the budget, the Chairman noted that the impact on rental income as a result of the Covid pandemic was unsurprising. The Chairman also requested that the Director of Corporate Services and Governance provide an update on the cost pressures arising from balancing internal legal advice and advice from external Counsel.

In relation to ongoing inflationary pressures, the Director of Finance confirmed that the Council had budgeted for 4% inflation which at the time had seemed generous. In terms of funding, the Council had received inflationary increases of between 2.5% and 3% which was much lower than the current reality. With current inflationary pressures in excess of 7% the increased costs to the Council amounted to approximately £8m and although contingencies were in place, this was something that would need to be closely monitored. Members noted that it was likely that deglobalisation factors would put pressure on future budgets which would, in turn, impact on the Medium Term Financial Strategy (MTFS). Contingencies had been built into budgets to manage some of the pressures but there would undoubtedly be future challenges. The Director of Finance confirmed that, to date, there was nothing additional built into the local authority settlement and this meant that inflation would have a significant impact.

The Committee noted that there was some additional support for vulnerable families through the Household Support Fund and the Council Tax rebate scheme.

RESOLVED:

(a) That Executive be recommended to:

- 1. Consider the latest financial position;**

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- 2. Note that a projected net overspend on services of £1,208k is forecast based on information as at December 2021.**
 - 3. Consider the comments from Chief Officers detailed in Appendix 2 of the report;**
 - 4. Note a projected reduction to the General Fund balance of £24k as detailed in section 3.4 of the report;**
 - 5. Note the full year cost pressures of £11.884m as detailed in section 3.5 of the report;**
 - 6. agree to set aside a provision of £350k to deal with a legal matter (see Part II of the agenda) to be met from the 2021/22 Central Contingency sum as detailed in para. 3.2.2 of the report;**
 - 7. Note the sum agreed at Council of £1m set aside in a Platinum Jubilee Parks earmarked reserve, funded from the 2021/22 Central Contingency as detailed in para. 3.2.3 of the report;**
 - 8. Recommend to Council that a sum of £4.605m is set aside in a Contribution to Collection Fund Surplus Earmarked Reserve as detailed in para. 3.2.4 of the report;**
 - 9. recommend to Council that a sum of £2.900m is set aside in a Capital Fund earmarked reserve, funded from the 2021/22 Central Contingency as detailed in para. 3.2.5 of the report;**
 - 10. Recommend to Council that a sum of £1.242m is set aside in the Housing Investment Fund earmarked reserve, funded from the 2021/22 Central Contingency as detailed in para. 3.2.6 of the report;**
 - 11. Agree to the release of funds from the central contingency as detailed in paragraphs 3.2.7 to 3.2.16 of the report;**
 - 12. agree to the carry forward requests as detailed in para. 3.3 of the report;**
 - 13. Agree the funding requirement of the Property team as detailed in paragraph 3.10 of the report;**
 - 14. Note the COVID allocation and expenditure in Appendix 7 of the report;**
 - 15. Identify any issues that should be referred to individual Portfolio Holders for further action.**
- (b) That Council be recommended to:**

- 1. Agree a sum of £4.605m is set aside in a Contribution to Collection Fund Surplus Earmarked Reserve as detailed in para. 3.2.4 of the report;**
- 2. Agree a sum of £2.900m is set aside in a Capital Fund earmarked reserve, funded from the 2021/22 Central Contingency as detailed in para. 3.2.5 of the report;**
- 3. Agree a sum of £1.242m is set aside in the Housing Investment Fund earmarked reserve, funded from the 2021/22 Central Contingency as detailed in para. 3.2.6 of the report.**

99 SCRUTINY OF THE EXECUTIVE ASSISTANT TO THE LEADER OF THE COUNCIL

The Executive Assistant to the Leader of the Council, Councillor Aisha Cuthbert, attended the meeting to respond to questions from the Committee. A written update from the Executive Assistant had been circulated prior to the meeting and Councillor Cuthbert gave a brief introduction highlighting the following issues:

- The Action Plan attached to the Tackling Loneliness Strategy had been considered and endorsed by the Adult Care and Health PDS Committee on Tuesday 22 March 2022. The Executive Assistant thanked all Members for their overwhelming support in developing and delivering the Tackling Loneliness Strategy.

The Executive Assistant then responded to questions, making the following comments:

- No charity or groups had mentioned or expressed concern about additional need due to the increased cost of living although Cllr Cuthbert acknowledged this could happen in the future. The Community Links Community Hub was being re-launched and it was hoped that this would provide additional opportunities for residents across the borough to engage with others. The Committee noted that it had been agreed that quarterly updates would be provided to the Adult Care and Health PDS Committee which would enable this to be monitored.
- It was also recognised that refugee families arriving from the Ukraine could suffer isolation for a number of reasons including language barriers with there being an important role for the voluntary sector and the Council in providing support. Conversations could also take place around how the Wellbeing Fund managed by Bromley Well could be utilised.
- In terms of embedding the Loneliness Strategy, Members and Officers were beginning to spontaneously talk about loneliness. In addition, an

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internal communications campaign was underway to ensure that messages were being disseminated across all Council departments.

The Committee thanked the Executive Assistant for her update.

Following the meeting, Cllr Cuthbert expressed and recorded her thanks to the Leader, Councillor Colin Smith, for his support for her in her role as Executive Assistant.

**100 ANNUAL PDS REPORT 2021/22
Report CSD22021**

The Committee noted the Annual Policy Development and Scrutiny Report for 2021/22. Any further comments and amendments would be incorporated by Democratic Services prior to Submission to Full Council on 11th April 2022.

The Committee paid tribute to the immense work of Councillor Mary Cooke who had unexpectedly passed away early in the year. Councillor Cooke had been Chairman of the Adult Care and Health PDS Committee serving the Committee with distinction since 2017 and would be missed.

RESOLVED: That the Annual Policy Development and Scrutiny Report be approved for submission to Full Council.

101 EXEMPT MINUTES OF THE MEETING HELD ON 7 FEBRUARY 2022

The Part 2 (exempt) minutes of the meeting held on 7 February 2022, were agreed, and signed as a correct record.

The Meeting ended at 8.59 pm

Chairman

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Agenda Item 5

Report No.
CSD22055

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: EXECUTIVE, RESOURCES AND CONTRACTS POLICY
DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Tuesday 24 May 2022

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

Title: MATTERS OUTSTANDING AND WORK PROGRAMME

Contact Officer: Kerry Nicholls, Democratic Services Officer
Tel: 020 8313 4602 E-mail: kerry.nicholls@bromley.gov.uk

Chief Officer: Director of Corporate Services and Governance

Ward: All Wards

1. Reason for decision/report and options

This report deals with the Committee's business management including:

- Monitoring progress against actions arising from previous meetings; and
- Developing the 2022/23 Forward Work Programme.

2. **RECOMMENDATION(S)**

That PDS Committee reviews and comments on:

1. Progress on matters arising from previous meetings; and
2. The 2022/23 work programme, indicating any changes or particular issues that it wishes to scrutinise for the year ahead.

Impact on Vulnerable Adults and Children

1. Summary of Impact: None
-

Transformation Policy

1. Policy Status: Not Applicable:
 2. Making Bromley Even Better Priority (delete as appropriate): Not Applicable:
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £366k
 5. Source of funding: Revenue Budget
-

Personnel

1. Number of staff (current and additional): 6
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: None:
 2. Call-in: Not Applicable: Non-Executive reports are not subject to call-in
-

Procurement

1. Summary of Procurement Implications: Not Applicable
-

Property

1. Summary of Property Implications: Not Applicable
-

Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications:
-

Customer Impact

1. Estimated number of users or customers (current and projected): This report is intended primarily for the benefit of Committee Members.
-

Ward Councillor Views

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

3. COMMENTARY

Matters Outstanding from Previous Meetings

3.1. There are no matters outstanding from the previous meeting.

Work Programme

3.2 Each PDS Committee determines its own work programme, balancing the roles of (i) pre-decision scrutiny and holding the Executive to account, (ii) policy development and review and (iii) external scrutiny. ERC PDS Committee has the additional role of providing a lead on scrutiny issues and co-ordinating PDS work.

3.3 PDS Committees need to prioritise their key issues. The work programme also needs to allow room for items that arise through the year, including Member requests, call-ins and referrals from other Committees. Committees need to ensure that their workloads are realistic and balanced, allowing sufficient time for important issues to be properly scrutinised. Members also need to consider the most appropriate means to pursue each issue – the current overview and scrutiny arrangements offer a variety of approaches, whether through a report to a meeting, a time-limited working group review, a presentation, a select committee style meeting focused on a single key issue, or another method.

3.4 **Appendix 1** sets out the ERC PDS Committee Work Programme for 2021/22, including: the provisional report title (or activity); the lead division; and Committee's role. Committee is invited to comment on the proposed schedule and suggest any changes it considers appropriate.

3.5 At its meeting on 25 May the Committee agreed that its four overarching priorities for the 2021/22 municipal year would be

1. The Income and Expenditure of the Council post Covid-19,
2. A Review of the best sources of funding for the Council's Housing and Capital Programme,
3. A Review of the Procurement Framework post Brexit, and
4. Review of the timetable for the Council's Transformation Programme and monitor the Transformation Programme to ensure that new technology was used wherever appropriate in order to ensure that the Council's operations were economic, effective and efficient.

The Committee may wish to consider its priorities for the 2022/23 municipal year.

3.6 Other reports will be added to the 2022/23 Work Programme as items arise. In addition, there may also be references from other committees, the Resources, Contracts and Commissioning Portfolio Holder, or the Executive.

Sub-Committees and Working Groups

3.7 The Policy Development and Scrutiny Toolkit suggests that each Committee should aim to carry out no more than two or three full scale reviews each year, and it offers guidance and techniques for prioritising reviews. At a time of pressure on Member and officer resources it is important that any additional work is carefully targeted at priority issues where improvements can be achieved. In recent years, this Committee has examined a number of issues through its Working Groups - part of the Committee's workload may include follow-up work on some of these reviews.

3.8 In 2021/22, the Committee established a Housing and Capital Finance Task and Finish Group focusing on one of the Committee's priorities for that year – sources of funding for the Council's

Housing and Capital Programme. The Task and Finish Group was Chaired by Councillor Kira Gabbert, Vice-Chairman of the Executive, Resources and Contracts PDS Committee. The following Members sit on the Task and Finish Group: Councillors Simon Jeal, Melanie Stevens, Robert Evans, Pauline Tunnicliffe, Nicholas Bennett, Kira Gabbert. The Committee may wish to consider options for continuing the Task and Finish Group in the 2022/23 Municipal Year.

Non-Applicable Headings:	Impact on Vulnerable Adults and Children, Transformation/Policy Implications, Financial Implications, Personnel Implications, Legal Implications, Procurement Implications, Property Implications, Carbon Reduction/Social Value Implications, Customer Impact, Ward Councillor Views
Background Documents: (Access via Contact Officer)	Minutes of previous meetings

**EXECUTIVE, RESOURCES & CONTRACTS PDS COMMITTEE
WORK PROGRAMME 2022/23**

Meeting Date: 22 June 2022	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Treasury Management Annual performance report	Finance	Pre Decision Scrutiny (PH)
Executive Agenda	Various	Pre-decision scrutiny
Customer Services - Contract Performance Report	Customer Services	PDS Committee – Monitoring Report
Exchequer Service - Contract Performance Report	Finance	PDS Committee – Monitoring Report
Benefits Service Monitoring Report And Update On Council Tax Support\Reduction	Revenues & Benefits	Pre-decision scrutiny (PH)
Revenues Service Monitoring Report	Revenues & Benefits	PDS Committee – Monitoring Report
Risk Register	Audit	Information Item
Meeting Date: 28 July 2022	Division	Committee Role
Executive Agenda	Various	Pre-decision scrutiny
Meeting Date: 14 September 2022	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Capital Programme Monitoring - 1st Quarter 2022/23	Finance	Pre-decision scrutiny (PH)
Scrutiny of the Chief Executive	Chief Execs	PDS Committee
Contract Register and Contracts Database	Procurement	PDS Committee
Meeting Date: 19 October 2022	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items

Executive Agenda	Various	Pre-decision scrutiny
Section 106 Agreements: Update*	Planning and Regeneration	PDS Committee
Risk Register (Red Risks)	Audit	Information Item
Meeting Date: 23 November 2022		
	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Treasury Management - Quarter 2 Performance 2022/23 & Mid-Year Review	Finance	Pre-decision scrutiny (PH)
Insurance Fund - Annual Report 2021/22	Finance	Pre-decision scrutiny (PH)
Risk Register	Audit & Assurance	PDS Committee
BT/ICT Contract Monitoring Report	IT	PDS Committee – Monitoring Report
Scrutiny of the Leader	N/A	PDS Committee
Cost of Agency Staff	HR	PDS Committee
Contracts Register and Contracts Database Update	Procurement	PDS Committee
Meeting Date: 5 January 2023		
	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Scrutiny of the Resources, Commissioning & Contract Management Portfolio Holder	N/A	PDS Committee
Scrutiny of the Executive Assistant to the Leader	N/A	PDS Committee
Capital Programme Monitoring - 2nd Quarter 2022/23	Finance	Pre-decision scrutiny (PH)
Benefits Service Monitoring Report	Revenues & Benefits	PDS Committee – Monitoring Report
Revenues Service Monitoring Report	Revenues & Benefits	PDS Committee – Monitoring Report
Exchequer Service - Contract Performance Report	Finance	PDS Committee – Monitoring Report

Customer Services - Contract Performance Report	Customer Services	PDS Committee – Monitoring Report
Meeting Date: 2 February 2023	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Treasury Management – Annual Investment Strategy and Quarter 3 Performance 2022/23	Finance	PH Decision
Executive Agenda	Various	Pre-decision scrutiny
Scrutiny of the Chief Executive	N/A	PDS Committee
Scrutiny of the Resources, Commissioning and Contract Management Executive Assistant (<i>if applicable</i>)	N/A	PDS Committee
Contracts Register and Contracts Database Update	Procurement	PDS Committee
Property Investment Update	Property	PDS Committee
Risk Register (Red Risks)	Audit & Assurance	Information Item
Meeting Date: 22 March 2023	Division	Committee Role
Matters Arising/Work Programme/Forward Plan	Democratic Services	Standard Items
Executive Agenda	Various	Pre-decision scrutiny
Scrutiny of The Leader	N/A	PDS Committee
Annual PDS Report 2022/23	Democratic Services	PDS Committee

*Part 2 (Exempt) Report

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LONDON BOROUGH OF BROMLEY

FORWARD PLAN OF KEY AND PRIVATE EXECUTIVE DECISIONS PUBLISHED ON: 26 APRIL 2022

PERIOD COVERED: May 2022 - July 2022

DATE FOR PUBLISHING NEXT FORWARD PLAN OF KEY AND PRIVATE EXECUTIVE DECISIONS: 31 May 2022

WHAT IS BEING DECIDED?	WHO IS THE DECISION MAKER?	WHEN WILL THE DECISION BE MADE AND WHO WILL BE CONSULTED BEFORE THE DECISION IS MADE?	HOW WILL THE CONSULTATION TAKE PLACE?	HOW CAN YOU MAKE COMMENTS ON THE DECISION BEFORE IT IS MADE?	WILL THIS ITEM BE CONSIDERED IN PUBLIC OR IN PRIVATE?	WHAT SUPPORT DOCUMENTS AND OTHER INFORMATION WILL BE AVAILABLE?
COUNCIL						
MEADOWSHIP HOMES - PHASE 2	Council	18 July 2022 Executive, Renewal, Recreation & Housing PDS Committee	Meetings	Contact Officer: James Mullender Tel: 020 8313 4292 James.Mullender@bromley.gov.uk	<u>Report is expected to be considered in the public part of the agenda with exempt material considered during confidential proceedings.</u>	Report and relevant background documents
EXECUTIVE						
ACCOMMODATION, SUPPORT AND TENANCY SUSTAINMENT SERVICES - AWARD OF CONTRACT	Executive	25 May 2022 Renewal, Recreation and Housing PDS Committee	Meetings	Contact Officer: Lydia Lewinson Tel: 020 8461 7691 lydia.lewinson2@bromley.gov.uk	<u>Report is expected to be considered in the public part of the meetings with confidential material considered during exempt proceedings.</u>	Report and relevant background documents
GATEWAY 1: ADVOCACY SERVICES	Executive	29 June 2022 Adult Care & Health PDS Committee	Meetings	Contact Officer: Kelly Sylvester Tel: 020 8461 7653 kelly.sylvester@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents

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LEARNING DISABILITY SUPPORTED LIVING - GATEWAY REPORT	Executive	29 June 2022 Adult Care & Health PDS Committee	Meetings	Contact Officer: Colin Lusted Tel: 0208 461 7650 Colin.Lusted@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
LEARNING DISABILITY SHORT BREAKS - GATEWAY REPORT	Executive	29 June 2022 Adult Care & Health PDS Committee	Meetings	Contact Officer: Colin Lusted Tel: 0208 461 7650 Colin.Lusted@bromley.gov.uk	<u>Meeting in Public</u>	Report and relevant background documents
SEND TRANSPORT REVIEW	Executive	29 June 2022 Children, Education & Families PDS Committee	Meetings and on-line public consultation via the website, direct engagement with local parent groups	Contact Officer: Scott Bagshaw Tel: 020 8313 4442 scott.bagshaw@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
PROVISION OF HOLIDAY AND SHORT BREAK SERVICE FOR DISABLED CHILDREN AND YOUNG PEOPLE	Executive	29 June 2022 Children, Education & Families PDS Committee	Meetings	Contact Officer: Daniel Manns Tel: 020 8313 4618 daniel.manns@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents

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OPERATIONAL PROPERTY REVIEW	Executive	03 August 2022 Executive, Resources & Contracts PDS Committee	Meetings	Contact Officer: Hannah Jackson Tel: 0208 461 7690 Hannah.Jackson@bromley.gov.uk	<u>meeting in public</u>	Report and relevant background documents
COUNCIL OWNED INVESTMENT PROPERTY - STRATEGY AND PERFORMANCE UPDATE	Executive	03 August 2022 Executive, Resources & Contracts PDS Committee	Meetings	Contact Officer: Amy Milton Tel: 020 8461 7172 amy.milton@bromley.gov.uk	<u>Meeting in Public</u>	Report and relevant background documents
INTEGRATED SEXUAL HEALTH TENDER	Executive	21 September 2022 Adult Care & Health PDS Committee	Meetings	Contact Officer: Mimi Morris-Cotterill Tel: 020 8461 7779 mimi.morris-cotterill@bromley.gov.uk	<u>Report is expected to be considered in the public part of the agenda with exempt material considered during confidential proceedings.</u>	Report and relevant background documents
AWARD OF CONTRACT - CAPITAL WORKS AT RED HILL PRIMARY SCHOOL	Executive	21 September 2022 Children, Education & Families PDS Committee	Meetings	Contact Officer: Robert Bollen Tel: 020 8313 4697 Robert.Bollen@bromley.gov.uk	<u>Report is expected to be considered in the public part of the meetings with confidential material considered during exempt proceedings.</u>	Report and relevant background documents

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ADULT CARE & HEALTH PORTFOLIO						
CHILDREN, EDUCATION & FAMILIES PORTFOLIO						
EXTENSION OF THE POST-16 LEARNER TRACKER CONTRACT	Portfolio Holder for Children, Education and Families	Between 15 June 2022 and 30 June 2022 Children, Education & Families PDS Committee	Meetings	Contact Officer: Linda King Tel: 020 8466 3098 Linda.King@bromley.gov.uk	<u>Meeting in public</u>	Report and relevant background documents
AWARD OF CONTRACT - CONSULTANCY SERVICES	Portfolio Holder for Children, Education and Families	Between 15 June 2022 and 30 June 2022 Children, Education & Families PDS Committee	Meetings	Contact Officer: Robert Bollen Tel: 020 8313 4697 Robert.Bollen@bromley.gov.uk	<u>Report is expected to be considered in the public part of the meetings with confidential material considered during exempt proceedings.</u>	Report and relevant background documents
AWARD OF CONTRACT - REPLACEMENT HEATING SYSTEM AT SOUTHBOROUGH PRIMARY SCHOOL	Portfolio Holder for Children, Education and Families	Between 15 June 2022 and 31 July 2022 Children, Education & Families PDS Committee	Meetings	Contact Officer: Robert Bollen Tel: 020 8313 4697 Robert.Bollen@bromley.gov.uk	<u>Report is expected to be considered in the public part of the meetings with confidential material considered during exempt proceedings.</u>	Report and relevant background documents

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ENVIRONMENT & COMMUNITY SERVICES PORTFOLIO

PUBLIC PROTECTION & ENFORCEMENT PORTFOLIO

RENEWAL, RECREATION & HOUSING PORTFOLIO

RESOURCES, COMMISSIONING & CONTRACT MANAGEMENT PORTFOLIO

London Borough of Bromley: 020 8464 3333 www.bromley.gov.uk

Contact Officer: Graham Walton, Chief Executive's Department: 020 8461 7743, graham.walton@bromley.gov.uk

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