

PART 1 - PUBLIC

Decision Maker: Renewal and Recreation PDS Committee

Date: 11th October 2011

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

Title: WORK PROGRAMME 2011-12

Contact Officer: Helen Long, Democratic Services Officer
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Chief Officer: Mark Bowen, Director of Legal, Democratic and Customer Services

Ward: N/A

1. Reason for report

- 1.1 This report updates the Committee's work programme including reference to Working Groups commissioned by the Committee.

2. **RECOMMENDATION**

- 2.1 The Committee is invited to review its work programme.

Corporate Policy

1. Policy Status: Existing policy. PDS Committees are encouraged to review their their work programmes.
 2. BBB Priority: Vibrant Thriving Town Centres.
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Financial

1. Cost of proposal: No cost
 2. Ongoing costs: N/A.
 3. Budget head/performance centre: Renewal and Recreation Portfolio latest approved budget
 4. Total current budget for this head: £16.5m
 5. Source of funding: N/A
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Staff

1. Number of staff (current and additional): 365fte
 2. If from existing staff resources, number of staff hours: N/A
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Legal

1. Legal Requirement: No statutory requirement or Government guidance.
 2. Call-in: Call-in is not applicable. PDS Report
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Borough-wide
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A.
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

3.1 Each PDS Committee has a responsibility to develop and review its work programme balancing the key roles of:

- holding the Executive to account
- policy development and review and
- external scrutiny.

3.2 The Committee is invited to consider its work programme having regard to guidance at Section 7 of the Scrutiny Toolkit and in consultation with the Renewal and Recreation Portfolio Holder and Chief/Senior Officers.

3.3 The Committee's work programme, updated from its previous meeting, is at **Appendix A**.

3.4 Two Working Groups had been established by the Committee in 2010/11: Libraries – The Next Steps, which had reported to the PDS Committee on 15th February 2011, and Bromley North Village – Improvement Plan, which had reported to the PDS Committee on 12th April 2011. There were no working groups currently in progress.

3.5 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.

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous Work Programme reports.

RENEWAL AND RECREATION DEPARTMENT FORWARD PROGRAMME 2011/12

Report Title	Report Author	PH Decision? (Y/N)	Referred		Officers Draft Agenda	Reports to Director	Reports to Democratic Services	Agenda Dispatch	Chairman's Callover
			From	To					
Renewal and Recreation Policy Development and Scrutiny Committee									
5th July 2011									
Matter Arising from Previous Meetings	HL	No			2 June (9.30am – N65)	16 June (10am)	17 June (12 noon)	21 June	28 June (4pm – B43)
Portfolio Holder Decisions	HL	No							
RR PDS Work Programme	HL	No							
Scrutiny of the Agenda for Bromley Economic Partnership	No report	No							
Budget Monitoring Report 2011/12	CM	Yes							
Portfolio Plan 2011-12	HJ/CB	Yes							
Bromley Field Studies Centre – Fees and Charges	LA	Yes							
Bromley Mytime – Contract Options (Part 2)	CB	Yes							
Membership of Local Joint Negotiating Committee for Tutors in Adult Education	HL	Yes							
Membership of the Arts and Sports Consultative Panels 2011-12	HL	Yes							
Libraries – Shared Services	CB	Yes							
Bromley Adult Education Centre Review	CS/MW	No							
London 2012 Olympics and Paralympic Update	JG	Yes	RR PH	Exec					
Norman Park Multi Hub Site	JG	Yes	RR PH	Env PH /Exec					
Bromley Field Studies Centre – The Next Steps (Part 1 and 2 reports)	LA	Yes							
Town Centre Development Update	KM	No							
Bromley Economic Partnership									
12th July 2011									
Update on Main Partnership Themes:		-			-	27 June (10am)	29 June (12 noon)	30 June	-
Town Centre Development	KM	-							
Town Centre Management	MP	-							
Business Support	MP								
Skills and Employment	MW	-							
LDF and Policy Issues	MM	-							
Partner Updates (verbal)	All	-							

Report Title	Report Author	PH Decision? (Y/N)	Referred		Officers Draft Agenda	Reports to Director	Reports to Democratic Services	Agenda Dispatch	Chairman's Callover
			From	To					
Communications Issues (verbal)	JW	-							
Renewal and Recreation Policy Development and Scrutiny Committee 11th October 2011									
Matter Arising from Previous Meetings	HL	No			15 September (2.30pm – N65)	22 September (10am)	23 September (12 noon)	27 September	4 October (4pm – N65)
Portfolio Holder Decisions	HL	No							
RR PDS Work Programme	HL	No							
Scrutiny of the Agenda for Bromley Economic Partnership	No report	No							
Budget Monitoring Report 2011/12	CM	Yes							
Capital Programme Monitoring – Q1 2011/12	CM	Yes							
12 Hillcrest Road	TB	Yes	Plans 3						
Variable Messaging System	CB	Yes							
Town Centre Development Update	KM	No							
Bromley Economic Partnership 18th October 2011									
Update on Main Partnership Themes:		-			-	3 October (10am)	5 October (12 noon)	6 October	-
Town Centre Development	KM	-							
Town Centre Management	MP	-							
Business Support	MP								
Skills and Employment	MW	-							
Local Development Framework and Policy Issues	MM	-							
Partner Updates (verbal)	All	-							
Communications Issues (verbal)	JW	-							
Renewal and Recreation Policy Development and Scrutiny Committee 13th December 2011									
Matter Arising from Previous Meetings	HL	No			10 November (2.30pm – N65)	24 November (10am)	25 November (12 noon)	29 November	6 December (4pm – N65)
Portfolio Holder Decisions	HL	No							
RR PDS Work Programme	HL	No							
Scrutiny of the Agenda for Bromley Economic Partnership	No report	No							
Budget Monitoring Report 2011/12	CM	Yes							
Capital Programme Monitoring – Q2 2011/12	CM	Yes							
Bromley Mytime Service Delivery Plan	JG	Yes							

Report Title	Report Author	PH Decision? (Y/N)	Referred		Officers Draft Agenda	Reports to Director	Reports to Democratic Services	Agenda Dispatch	Chairman's Callover
			From	To					
Draft 2012/13 Budget	CM	Yes							
Town Centre Development Update	KM	No							
Bromley Economic Partnership 10th January 2012									
Update on Main Partnership Themes:		-			-	22 December (10am)	28 December (12 noon)	29 December	-
Town Centre Development	KM	-							
Town Centre Management	MP	-							
Business Support	MP								
Skills and Employment	MW	-							
Local Development Framework and Policy Issues	MM	-							
Partner Updates (verbal)	All	-							
Communications Issues (verbal)	JW	-							
Renewal and Recreation Policy Development and Scrutiny Committee 27th March 2012									
Matter Arising from Previous Meetings	HL	No			14 February (9.30am – N65)	8 March (10am)	9 March (12 noon)	13 March	20 March (4pm – N65)
Portfolio Holder Decisions	HL	No							
RR PDS Work Programme	HL	No							
Scrutiny of the Agenda for Bromley Economic Partnership	No report	No							
Budget Monitoring Report 2011/12	CM	Yes							
Capital Programme Monitoring – Q3 2011/12 and 2011 Capital Review	CM	Yes							
Adult Education Fees and Charges 2012/13	MW	Yes							
Renewal and Recreation Portfolio Holder Initiatives Fund 2012/13	MP	Yes							
Fees and Charges for Culture 2012/13	CB	Yes							
Christmas Lights Policy 2012	MP	Yes							
Bromley Adult Education College Annual Report 2011/12	MW	No							
Chairman's Report	Cllr SP	No							
Town Centre Development Update	KM	No							
Bromley Economic Partnership 24th April 2012									
Update on Main Partnership Themes:		-			-	5 April (10am)	11 April (12 noon)	12 April	-
Town Centre Development	KM	-							

Report Title	Report Author	PH Decision? (Y/N)	Referred		Officers Draft Agenda	Reports to Director	Reports to Democratic Services	Agenda Dispatch	Chairman's Callover
			From	To					
Town Centre Management	MP	-							
Business Support	MP								
Skills and Employment	MW	-							
Local Development Framework and Policy Issues	MM	-							
Partner Updates (verbal)	All	-							
Communications Issues (verbal)	JW	-							
Update on Main Partnership Themes:		-							
Other Items to be Scheduled									
Update on the Beckenham and West Wickham Town Centre Working Party (each meeting) - full update in August.									
Council's responsibilities in relation to the Olympics									
Bromley Town Centre Variable Messaging System (to be considered by Town Centre Working Party. If agreed to go to RR PDS and Env PDS in October 2011)									
Libraries Working Group									