

Decision Maker: Executive and Resources PDS Committee

Date: 17th May 2012

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

Title: **MATTERS ARISING FROM PREVIOUS MEETINGS**

Contact Officer: Graham Walton, Democratic Services Manager
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Chief Officer: Mark Bowen, Director of Resources

Ward: N/A

1. Reason for report

- 1.1 **Appendix 1** updates members on matters arising from previous meetings which continue to be “live.” There are ten matters listed.
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2. **RECOMMENDATION(S)**

- 2.1 **The Committee is invited to consider progress on matters arising from previous meetings.**

Corporate Policy

1. Policy Status: Existing Policy: Committees normally receive a report on matters arising at each meeting.
 2. BBB Priority: Excellent Council
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Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £344,054 (2011/12)
 5. Source of funding: Existing revenue budgets
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Staff

1. Number of staff (current and additional): There are 8 posts (7.22 fte) in the Democratic Services Team.
 2. If from existing staff resources, number of staff hours: Monitoring the Committee's matters arising takes a few hours per meeting.
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Legal

1. Legal Requirement: None
 2. Call-in: Not Applicable: This report does not involve an executive decision.
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for the benefit of members of the Committee.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? No
2. Summary of Ward Councillors comments: N/A

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous minutes of this Committee's meetings and "Matters Arising" reports

Appendix 1

Minute Number/ Title/Date	PDS Request	Update	Action By	Completion Date
88, 89 & 143 Blue Badge Enforcement (14 November and 6 December 2011 and 4 April 2012)	On 4 th April, the Cttee noted the information that had been supplied, but requested a further, more detailed update on issues such as the costs of enforcement and the amounts recovered through fines.	A further briefing note is being prepared.	Director of Environmental Services	May 2012
120 & 143 Bus Route Design Contract (25 January and 4 April 2012)	Members re-stated that they had requested a report on expenditure under the Bus Route Design Contract since the end of the London Bus Priority Network (LBPN).	The LBPN ended more than two years ago and this contract will not be renewed. Expenditure after the end of the LBPN was limited to completing works already agreed; funding was available for up to one year after the end of the LBPN for this purpose. Highways works are now carried out under the main TfL framework contract.	Director of Environmental Services	May 2012
120 & 143 Corporate Contracts Register (25 January and 4 April 2012)	The Cttee decided that the Register should be submitted to each meeting.	Submission of the Register to every meeting has been re-instated.	Head of Procurement	May 2012

<p>120 &143 Library Cleaning Services/Office Cleaning (25 January and 4 April 2012)</p>	<p>The Cttee requested a report for the next meeting on their request that officers try to ensure that local companies can participate in these contracts, particularly for library cleaning.</p>	<p>The Director of Resources and the Director of R&R have agreed that the Library Cleaning Contract be extended for a period of one year (to 31/3/13). This will allow time for further discussion on best practice/ value with Libraries, including consideration of the joint working with Bexley. This will also include considering the correct balance between smaller contracts which might be more attractive to local companies and aggregating to achieve the best values. The Contract "gateway" report will enable Members to consider these issues.</p>	<p>Interim Head of Property</p>	<p>May 2012</p>
<p>130 &143 Costs of Council Services (25 January and 4 April 2012)</p>	<p>The Cttee discussed how the cost of individual Council services could be communicated to the public.</p>	<p>The Chairman has discussed how this might be achieved with senior officers.</p>	<p>Chairman/ Deputy Finance Director</p>	<p>May 2012</p>
<p>148 Chief Executive – Internal Audit Investigation Report (4th April 2012)</p>	<p>The Cttee requested that the Internal Audit report be made public as soon as the Employment Tribunal case was resolved</p>	<p>The Executive considered the report on 11th April 2012. The Leader supported the Cttee's views on publication and called for a further report to the Executive in due course when this could be done.</p>	<p>Head of Internal Audit</p>	<p>-</p>

153 Work Programme – Working Group on changes to Local Government Finance (4 th April 2012)	The Cttee requested that officers consider terms of reference for a new working group to consider the proposed changes to local government finance.	Draft terms of reference are set out in the Committee’s Work Programme Report	Finance Director	May 2012
159 Closing Remarks – Organisation Structure (4 th April 2012)	Members requested an updated organisation structure for Council departments.	A new chart is being prepared and an initial version should be available later this month.	Chief Executive	May 2012
155/1 Part 2 Minutes (4 th April 2012)	Cllr Mellor requested that part of the wording be reconsidered.	Revised wording is being considered in conjunction with Cllr Mellor.	Democratic Services Manager	May 2012
158/1 Exempt Executive Reports - Internal Audit Investigation Report (4 th April 2012)	Members requested to see the new budget monitoring system.	The system is to be demonstrated during the Member Finance Seminar on 27 th June 2012.	Finance Director	June 2012