

Decision Maker: Executive and Resources
Policy Development & Scrutiny Committee

Date: 14th June 2012

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

Title: **MATTERS ARISING FROM PREVIOUS MEETINGS**

Contact Officer: Graham Walton, Democratic Services Manager
Tel: 020 8461 7743 E-mail: graham.walton@bromley.gov.uk

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" – five matters are listed.

2. **RECOMMENDATION(S)**

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

Corporate Policy

1. Policy Status: Existing Policy: Committees normally receive a report on matters outstanding 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)	Minutes of this Committee's previous meetings.

Minute Number/ Title/Date	PDS Request	Update	Action By	Completion Date
88, 89, 143 & 164 Blue Badge Enforcement (14 November 2001 and 6 December 2001 and 4 April and 17 May 2012)	On 17 th May, the Committee received a briefing note on recent prosecutions, but requested a further report.	A further report will be prepared for the meeting on 18 th July, with details of further cases that are currently in progress.	Director of Environmental Services	July 2012
159 & 164 Closing Remarks – Organisation Structure (4 th April and 17 May 2012)	Members requested an updated organisation structure for Council departments.	A new chart is being prepared and an initial version will be available before the meeting.	Chief Executive	June 2012
130 & 143 Costs of Council Services (25 January and 4 April 2012)	The Committee discussed how the cost of individual services could be communicated to the public.	The Chairman has discussed how this might be achieved with senior officers, and suggested a number of services where this could be explored, mainly relating to the Environmental Services Department.	Director of Environmental Services	July 2012
167 Questions to the Portfolio Holder (17 May 2012)	Members requested (i) a part 2 report to the next meeting with a detailed breakdown of pension and compensation arrangements for senior officers, (ii) further information on the issue of employees being paid through companies to avoid tax, and (iii) clarification of the final two columns in the invest to save table for the written question.	(i) A report is being prepared. (ii) This will be circulated to members before the next meeting (iii) A revised version of the table has been circulated.	Assistant Chief Executive (HR) Deputy Finance Director	June 2012

Minute Number/ Title/Date	PDS Request	Update	Action By	Completion Date
170 HR Update (17 May 2012)	Committee requested a report to the next meeting on issues outstanding from the HR Working Group's report.	A report is being prepared.	Assistant Chief Executive (HR)	June 2012