

**Decision Maker:** Executive and Resources PDS Committee

**Date:** 18<sup>th</sup> July 2012

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

**Title:** **MATTERS ARISING**

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

**Ward:** N/A

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1. Reason for report

- 1.1 **Appendix 1** updates Members on matters arising from previous meetings which continue to be “live.” Seven matters are listed – blue badge enforcement, communicating the costs of Council services, management grade leavers, amending the minutes of the meeting on 17<sup>th</sup> May, staff exit interviews, progress with the Communications and New Technology Working Groups and the establishment of a Finance working Group.
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2. **RECOMMENDATION(S)**

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

### Corporate Policy

1. Policy Status: Existing Policy:
  2. BBB Priority: Excellent Council:
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### 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: £374,320
  5. Source of funding: 2012/13 Revenue budget
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### Staff

1. Number of staff (current and additional): The Democratic Services Team contains 8 posts (7.22fte)
  2. If from existing staff resources, number of staff hours: Monitoring the Committee's matters arising takes a few hours for each 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): N/A
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### Ward Councillor Views

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

<b>Non-Applicable Sections:</b>	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous Matters Arising Reports and minutes of the meeting held on 14 <sup>th</sup> June 2012

<b>Minute Number/ Title/Date</b>	<b>PDS Request</b>	<b>Update</b>	<b>Action By</b>	<b>Completion Date</b>
88, 89, 143, 164 & 183 <b>Blue Badge Enforcement</b> (14 November and 6 December 20011 and 4 April and 17 May 2012)	On 17 <sup>th</sup> May, the Committee received a briefing note on recent prosecutions, but requested a further report.	A further update is being prepared for the meeting on 18 <sup>th</sup> July, with details of further cases that are currently in progress.	Director of Environmental Services	July 2012
130, 143 & 183 <b>Communicating Costs of Council Services</b> (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. A report is being prepared for the Committee's meeting in September.	Director of Environmental Services	September 2012
167 & 183 <b>Questions to the Portfolio Holder: Management Grade Leavers</b> (14 June 2012)	Members requested a part 2 report to the next meeting with a detailed breakdown of pension and compensation arrangements for senior officers.	An update is being prepared.	Assistant Chief Executive (HR)	July 2012
182 <b>Minutes of the Meeting on 17<sup>th</sup> May 2012: Report to the Executive on Bromley Town Centre</b> (14 <sup>th</sup> June 2012)	Cllr Papworth requested that the minute be extended to include concerns raised about higher costs of phases 2 and 3 and comments about businesses paying for improved parking.	The minutes have been amended.	Democratic Services Manager	July 2012

<b>Minute Number/ Title/Date</b>	<b>PDS Request</b>	<b>Update</b>	<b>Action By</b>	<b>Completion Date</b>
189 <b>Exit Interviews</b> (14 <sup>th</sup> June 2012)	The Committee requested that a report be prepared for General Purposes and Licensing Committee on staff exit interviews.	A report will be prepared for the GP&L meeting on 26 <sup>th</sup> September 2012	Assistant Chief Executive (HR)	September 2012
193 <b>Work Programme: Working Groups</b> (14 <sup>th</sup> June 2012)	Committee requested updates on progress with implementing the Communications and New Technology Working Groups	Reports will be prepared for the meeting on 18 <sup>th</sup> October 2012. Constitution Improvement Working Group has also requested a report on the Constitution-related recommendations of the New Technology Working Group for its next meeting (likely to be in September).	Democratic Services Manager	October 2012
193 <b>Work Programme: Finance Working Group</b> (14 <sup>th</sup> June 2012)	Committee appointed a Local Government Finance Working Group	Councillors Bosshard, Getgood, Mellor and Noad have indicated that they will join the Working Group, as well as, possibly, Cllr William Huntington-Thresher. A date for a first meeting is being sought towards the end of July.	Democratic Services Manager	July 2012