

**Decision Maker:** Executive and Resources  
Policy Development & Scrutiny Committee

**Date:** 18<sup>th</sup> October 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

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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” – eight matters are listed from the last three meetings.

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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: £320,320 (2012/13)
  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

<b>Non-Applicable Sections:</b>	Policy/Financial/legal/Personnel
Background Documents: (Access via Contact Officer)	Minutes of this Committee's previous meetings.

<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)	Committee requested that a report be prepared for GP&L Committee on staff exit interviews	A report was considered by GP&L Committee on 26/9/12 – the Committee referred the issue to Improvement and Efficiency Sub-Cttee (on 12/12/12)	Assistant Chief Executive (HR)	December 2012
193 <b>Work Programme: Working Groups</b> (14 <sup>th</sup> June 2012)	Committee requested updates on progress with implementing the recommendations of the Communications and New Technology Working Groups	Reports will be prepared for the Committee's November meeting. The Constitution Improvement Working Group considered aspects of the New Technology Working Group's report relating to Members' IT at its meetings on 6/9/12 and 27/9/12 and its recommendations are being forwarded to Council on 12/11/12.	Democratic Services Manager	November 2012
210 <b>Revenues Service Monitoring Report</b> (18 <sup>th</sup> July 2012)	Members requested further details on whether any particular sectors, or larger or smaller organisations, were struggling to make payments on time.	Further information was circulated to Members by email on 26/9/12.	Head of Revenues and Benefits	September 2012 (completed)
210 <b>Revenues Service Monitoring Report</b> (18 <sup>th</sup> July 2012)	Members requested further historical data on rates for the use of direct debit to pay Council tax.	Further information was circulated to Members by email on 21/9/12.	Head of Revenues and Benefits	September 2012 (completed)

224 <b>Matters Arising</b> (6 <sup>th</sup> September 2012)	Members requested a meeting of the Environment PDS Transport Priorities Working Group	At Environment PDS Committee on 25/9/12 the Chairman stated that the working group should begin its work on tram and DLR links.	Democratic Services Manager	November 2012
226 <b>Corporate Contracts Register</b> (6 <sup>th</sup> September 2012)	Members requested further changes to the format to include an additional column showing when a PDS Committee had considered each contract or a list of when PDS Committees had considered their contracts on the agenda front-sheet.	Changes will be implemented for the next update in January 2013.	Corporate Procurement Manager	January 2013
231 <b>Holding the Chief Executive to account</b> (6 <sup>th</sup> September 2012)	Cllr Mellor requested a copy of the Inbucon report on management grade pay.	Arrangements are being made for the report to be supplied to Cllr Mellor	Assistant Chief Executive, HR	October 2012
232 <b>Section 106 Update</b> (6 <sup>th</sup> September 2012)	Members asked about (i) restrictions of highway works (Cllr Huntington-Thresher) and (ii) nomination rights for affordable housing (Cllr Getgood).	Chief Planner to check and report to the Members involved.	Chief Planner	October 2012