

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

**Date:** 21<sup>st</sup> November 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” – four matters are listed from recent 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)/Democratic Services Manager	December 2012
193/252 <b>Work Programme: Working Groups</b> (14 <sup>th</sup> June 2012 and 18 <sup>th</sup> October 2012)	Committee requested updates on progress with implementing the recommendations of the Communications and New Technology Working Groups	A report on the Communications Working Group's recommendations is included on the current agenda. 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 were considered by Council on 12/11/12. The New Technology Working Group was re-convened by this Committee at its last meeting to examine these recommendations at the request of Council.	Democratic Services Manager	November 2012
224 <b>Matters Arising</b> (6 <sup>th</sup> September 2012)	Members requested a meeting of the Environment PDS Transport Priorities Working Group	A meeting has been arranged for 13 <sup>th</sup> November 2012.	Democratic Services Manager	November 2012

<p>251  <b>Brief Updates  from PDS  Chairmen</b>  (18<sup>th</sup> October  2012)</p>	<p>Members decided  that statements  from PDS  Chairmen should  be in written form  in future.</p>	<p>PDS Chairmen  are being  reminded of the  Committee's  decision.</p>	<p>PDS Chairmen</p>	<p>November  2012</p>
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