

Decision Maker: EXECUTIVE AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Date: Wednesday 27 March 2013

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: Director of Resources

Ward:

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 relating to exit interviews, membership of London Councils, the number of operational properties owned by the Council and accommodation used for storage of files.

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: No Cost:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £320,320
 5. Source of funding: 2012/13 Revenue Budget
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Staff

1. Number of staff (current and additional): 8 posts (7.22fte)
 2. If from existing staff resources, number of staff hours: Monitoring the Committee's matters arising takes a few hours between 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): This report is intended primarily for the benefit of the Committee.
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Ward Councillor Views

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

Non-Applicable Sections:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Minutes of previous meetings

Minute Number/ Title/Date	PDS Request	Update	Action By	Completion Date
189 Exit Interviews (14 th 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. The Sub-Committee considered the report on 19 th February 2013.	Assistant Chief Executive (HR)/Democratic Services Manager	February 2013
281 Contracts Register - London Councils (3 rd January 2013)	Members requested a report on London Councils	A report will be included on the agenda for the meeting on 16 th May 2013.	Democratic Services Manager	May 2013
300 Executive Reports – (10) Gateway Review – Operational Building Maintenance Budgets (31 st January 2013)	(a) Members requested that the figure given of about 350 operational properties be checked. (b) Members commented that the lift to the floor of the Council Chamber was not strong enough for modern powered wheelchairs.	Details were circulated to committee Members on 8/3/13. (a) the figure of 350 does comprise 220 properties which are land and surface car parks and 130 which are buildings. (b) The lift has been investigated and a replacement is planned in the new financial year.	Head of Asset Management & Strategic Projects	March 2013
301 New Technology Working Group – Update: Storage of Files (31 st January 2013)	Members sought information on the amount of accommodation used for storage of files.	Information was circulated to members on 15/3/13. As a result of the recent moves, the	Democratic Services Manager/ Head of Asset Management & Strategic Projects	March 2013

		space taken up by storage/ filing in the areas affected by the moves has reduced significantly and it is estimated that approximately 10% of office space is devoted to storage/ filing in these areas.		
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