

Decision Maker: EXECUTIVE AND RESOURCES
POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Date: 4th September 2013

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

Title: MATTERS ARISING FROM PREVIOUS MEETINGS

Contact Officer: Graham Walton, Democratic Services Manager
Tel: 0208 461 7743 E-mail: graham.walton@bromley.gov.uk

Chief Officer: Mark Bowen Director of Corporate Services

Ward: N/A

1. Reason for report

- 1.1 Appendix 1 to this report updates Members on matters arising from previous meetings which continue to be "live." Five matters are listed concerning the Winter Health Project, potential Working Groups and requests for further information on contracts, the Revenues Service and the Housing Benefit Service.

2. **RECOMMENDATION(S)**

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

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Excellent Council:
-

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: £363,070
 5. Source of funding: 2013/14 revenue budget
-

Staff

1. Number of staff (current and additional): 8 posts (7.22 fte)
 2. If from existing staff resources, number of staff hours: Monitoring the Committee's matters arising takes a few hours between each meeting.
-

Legal

1. Legal Requirement: None:
 2. Call-in: Not Applicable: This report does not involve an executive decision.
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for the benefit of members of the Committee
-

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/Finance/Legal/Personnel
Background Documents: (Access via Contact Officer)	Minutes of previous meetings

Appendix 1

Minute Number/ Title/Date	PDS Request	Update	Action By	Completion Date
336 Executive Reports: (12) Winter Health Project (5 th June 2013)	The Committee requested an update in a year's time	The issue will be included in the Work Programme	Public Health Associate Director	May 2014
340 Work Programme (5 th June 2013)	The Chairman asked that suggestions for any issues for consideration by Working Groups should be submitted to him.	To be considered as necessary under the Work Programme report.	Committee Members	September 2013
350 Contracts Register (18 th July 2013)	Cllr Owen requested further information about the Microsoft Enterprise Agreement	Information was supplied to Cllr Owen on 6 th August.	Head of Procurement and Acting Head of ICT	August 2013
355 Revenues Service Monitoring Report (18 th July 2013)	Members asked for information about companies in default on NNDR. Cllr Will Harmer requested information on the numbers of people using different payment methods for Council Tax.	Information is being collated by Liberata	Head of Revenues and Benefits	September 2013

Minute Number/ Title/Date	PDS Request	Update	Action By	Completion Date
356 Housing and Council Tax Benefit Service Monitoring Report (18 th July 2013)	The Chairman asked for a breakdown of the length of Discretionary Housing Payments for review by the Committee in six months.	The issue has been added to the Committee's work programme.	Head of Revenues and Benefits	January 2014