

**Decision Maker:** **Renewal and Recreation PDS Committee**

**Date:** **18 September 2013**

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

**Title:** **WORK PROGRAMME 2013-14**

**Contact Officer:** Lisa Thornley, Democratic Services Officer  
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**Chief Officer:** Mark Bowen, Director of Resources

**Ward:** N/A

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1. Reason for report

1.1 This report updates the Committee's work programme.

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2. **RECOMMENDATION**

2.1 The Committee is invited to review its work programme.

## Corporate Policy

1. Policy Status: PDS Committees are encouraged to review their work programmes.
  2. BBB Priority: Excellent Council.
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## Financial

1. Cost of proposal: No cost
  2. Ongoing costs: N/A.
  3. Budget head/performance centre: Democratic Services
  4. Total current budget for this head: £363,070
  5. Source of funding: Existing 2013/14 revenue budget
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## Staff

1. Number of staff (current and additional): There are 10 posts (8.55 fte) in the Democratic Services Team.
  2. If from existing staff resources, number of staff hours: Preparation of the Work Programme report can normally be expected to take 2-3 hours
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## Legal

1. Legal Requirement: No statutory requirement or Government guidance.
  2. Call-in: Not applicable. PDS Report.
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## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Borough-wide
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## Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A.
2. Summary of Ward Councillors comments: N/A

### 3. COMMENTARY

- 3.1 Each PDS Committee has a responsibility to develop and review its work programme balancing the key roles of:
- Holding the Executive to account;
  - Policy development and review; and,
  - External scrutiny.
- 3.2 The Committee is invited to consider its work programme having regard to guidance at Section 8 of the Scrutiny Toolkit and in consultation with the Renewal and Recreation Portfolio Holder and Chief/Senior Officers.
- 3.3 The Committee's Work Programme for the remainder of 2013/14 is attached at **Appendix A**.

<b>Non-Applicable Sections:</b>	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous Work Programme reports.