

**Decision Maker:** ENVIRONMENT PDS COMMITTEE

**Date:** 30th January 2018

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

**Title:** FORWARD WORK PROGRAMME AND MATTERS ARISING

**Contact Officer:** Alastair Baillie, Corporate Systems & Sustainability Manager  
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**Chief Officer:** Nigel Davies, Executive Director of Environment & Community Services

**Ward:** (All Wards)

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1. Reason for report

This report deals with the Committee's business management including:

- developing the 2017/18 Forward Work Programme and
- progressing requests made at previous meetings.

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2. **RECOMMENDATION(S)**

2.1 That PDS Committee reviews and comments on:

- (a) Forward Work Programme (Appendix 1);
- (b) Progress concerning Committee requests (Appendix 2);

### Impact on Vulnerable Adults and Children

1. Summary of Impact: Environment Portfolio services are used by all residents, including vulnerable adults and children. Protection is not their primary purpose but adjustments are made, as required, to ensure services are as accessible as possible and all users are safe.
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### Corporate Policy

1. Policy Status: Existing Policy
  2. BBB Priority: Quality Environment
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### Financial

1. Cost of proposal: Not Applicable
  2. Ongoing costs: Not Applicable
  3. Budget head/performance centre: Environment Portfolio Revenue Budget & LIP funding
  4. Total current budget for this head: £29.56m and £5.318m of TfL / LIP funding
  5. Source of funding: 2017/18 controllable revenue budget and 2017/18 LIP funding agreed by TfL
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### Personnel

1. Number of staff (current and additional): 139.7 fte
  2. If from existing staff resources, number of staff hours: Not Applicable
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### Legal

1. Legal Requirement: Non-Statutory - Government Guidance
  2. Call-in: Not Applicable
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### Procurement

1. Summary of Procurement Implications: Not Applicable
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### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Whole Borough
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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

### 3. COMMENTARY

#### Forward Work Programme

- 3.1. **Appendix 1** sets out the Environment Portfolio's Forward Work Programme including: the provisional report title (or activity); the lead division; and Committee's role. Committee is invited to comment on the proposed schedule and suggest any changes it considers appropriate.
- 3.2 Other reports will be added to the Work Programme as schemes and contracts are developed. In addition, there may also be references from other committees, the Environment Portfolio Holder, or the Executive.

#### Previous Requests by the Committee

- 3.3 **Appendix 2** provides a progress update on requests made by the Committee at previous meetings. This list is checked after each meeting so that any outstanding issues can be addressed at an early stage and timely progress made.

### 4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

- 4.1 Environment Portfolio services affect the daily lives of all Bromley residents and tend to be universal in nature - rather than being directed at particular groups within our community. Where vulnerable adults or children may be affected by service delivery, the issues would be covered in the relevant report and not in this business management overview.

### 5. POLICY IMPLICATIONS

- 5.1 Each PDS Committee is responsible for developing its own Forward Work Programme and Environment PDS Committee's future work programme is set out in Appendix 1.
- 5.2 The activities in this report reflect the Council's priorities and aims as set out in:
- Environment Portfolio Plan 2017/20 (see [ES17035](#) 12 July 2017 and the six-month update report also on this agenda ES 18003)
  - [Building a Better Bromley 2016-18](#) ('Quality Environment' & 'Excellent Council').

<b>Non-Applicable Sections:</b>	Financial, Personnel, Legal, Procurement
Background Documents: (Access via Contact Officer)	<a href="#">Environment PDS Committee agendas and minutes: 2006/07 to 2017/18</a> Environment Portfolio Plan 2017/20 ( <a href="#">ES17035</a> ) <a href="#">Building a Better Bromley (2016-18)</a>

## APPENDIX 1

### ENVIRONMENT PDS COMMITTEE FORWARD WORK PROGRAMME: 2017/18 MEETINGS

<b>Meeting Date: 15 March 2018</b>	<b>Division</b>	<b>Committee Role</b>
Forward Work Programme & Matters Arising	E&CS	PDS Committee
Budget Monitoring: 2017/18	Finance	Pre-decision scrutiny
Contracts Register Report	E&CS	PDS Committee
Street Cleansing Contractor Scrutiny	E&CS	PDS Committee
Recycling Behaviour Change Campaign – Verbal update	E&CS	PDS Committee
Highways Investment	T&H	Pre-decision scrutiny
Parking Operational Management Changes at The Hill and Civic Centre MSCPs	T&H	Pre-decision scrutiny

### FORWARD WORK PROGRAMME: 2018/19 MEETINGS

<b>Meeting Date: June 2018</b>	<b>Division</b>	<b>Committee Role</b>
Annual Contracts Report	S&G	PDS Committee

## APPENDIX 2

### ENVIRONMENT PDS COMMITTEE PROGRESS REPORT ON PREVIOUS REQUESTS

Request Date	Committee Request	Progress
12 July 2017 updated 5 Oct. 2017	Two Working Groups for 2017/18 comprising: <ul style="list-style-type: none"> <li>• Environmental Services Working Group: Scope to include Customer Service, Scrutiny, Efficiency and Income Generation</li>   <li>• Traffic Congestion / LIP Working Group.</li> </ul>	Environmental Services Commissioning Programme Report and Customer Service presentation (both November 2017) and Contractor Scrutiny (March 2018).
5 Oct. 2017	Portfolio Plan 6-month update item to include opportunity to scrutinise the new Environment Portfolio Holder.	For 30th January 2018 meeting.
5 Oct. 2017	Environmental Services Risk Register scrutiny.	For 30th January 2018 meeting.