

Report No:

London Borough of Bromley

CSD18127

PART ONE - PUBLIC

Decision Maker: **Contracts and Commissioning Sub Committee**

Date: **19th September 2018**

Decision Type: Non Urgent Non Executive Non Key

Title: **MATTERS ARISING**

Contact Officer: Steve Wood, Democratic Services Officer
Tel: 020 8313 4316 E-mail: stephen.wood@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

1.1 **Appendix A** updates Members on matters arising from previous meetings.

2. RECOMMENDATION

2.1 The Committee is asked to review progress on matters arising from previous meetings.

Non-Applicable Sections:	N/A
Background Documents: (Access via Contact Officer)	Minutes of the meeting on 17 th July 2018

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Excellent Council and Sustaining Financial Independence and Sustainability.
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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: £343,810
 5. Source of funding: 2018/19 revenue budget
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Staff

1. Number of staff (current and additional): 8 posts (6.87fte)
 2. If from existing staff resources, number of staff hours: Completion of "Matters Arising" Reports for PP&S PDS meetings can take up to a few hours per meeting.
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Legal

1. Legal Requirement: None
 2. Call-in: Not Applicable
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for Members of the Contracts Sub Committee.
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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

<u>Minute Number/Title</u>	<u>Matters Arising</u>	<u>Update</u>
Minute 3 17th July 2018 Minutes for 29th March	It was agreed that the minutes of the special meeting that had been held on 25 th June be agreed at the September meeting.	The minutes of the June meeting will be added to the agenda for the September meeting for agreement and signature.
Minute 3 17th July 2018 Minutes for 29th March	It was agreed at the meeting on 17 th July that an information item relating to change controls would be added to the agenda for the September meeting.	The information item has been incorporated into the agenda
Minute 3 17th July 2018 Minutes for 29th March	It was agreed at the meeting on 17 th July, that a report on change controls would be added to the agenda of the December meeting.	The report will be incorporated into the December agenda in due course.
Minute 3 17th July 2018 Minutes for 29th March	It was agreed at the meeting on 17 th July, that at a future meeting of the Executive, Resources and Contracts PDS Committee, a demonstration would be provided around the functionality of the contracts database. It was agreed that members of the Contracts and Commissioning Sub Committee would be invited to the meeting.	The Committee Clerk for the Executive, Resources and Contracts PDS Committee has been informed of this resolution and will invite members of the Contracts and Commissioning Sub Committee at the appropriate time.
Minute 3 17th July 2018 Minutes for 29th March	It was agreed at the meeting on 17 th July, that Mr Feven would disseminate the letter from Bromley Healthcare via the Committee Clerk.	The letter has been disseminated.
Minute 6 17th July 2018 Commissioning Delivery Plan Report	It was agreed at the meeting on 17 th July, that going forward, the names of responsible officers should be added to the Commissioning Board Work Plan.	The Director of Commissioning has noted and agreed the recommendation.
Minute 6 17th July 2018 Commissioning Delivery Plan Report	It was agreed at the meeting on 17 th July, that for the September meeting, an update report should be provided that would inform Members concerning what happened with respect to the provision of ECHS reports that were required to be presented to the Commissioning Board on 30 th July.	An update will be provided on the agenda for the September meeting as agreed.
Minute 7 17th July 2018 Retender of the Exchequer Services Contract	It was agreed at the meeting on 17 th July, that a document would be presented to the September meeting that would outline the KPIs for the new Exchequer Services Contract.	The document will be added to the September agenda as agreed.

Minute 7 17th July 2018 Retender of the Exchequer Services Contract	It was agreed at the meeting on 17th July, that a document be emailed to the Committee on around the 9 th October to appraise Members concerning the KPIs for the new contract after it had gone out to public tender.	The information will be emailed out in due course.
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