

Decision Maker: Renewal, Recreation and Housing PDS Committee

Date: 16 June 2021

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

Title: **MATTERS OUTSTANDING FROM PREVIOUS MINUTES**

Contact Officer: Philippa Gibbs, Democratic Services Officer
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Chief Officer: Mark Bowen, Director of Corporate Services

Ward: N/A

1. Reason for report

1.1 For Members to monitor progress against actions outstanding from previous meetings.

2. **RECOMMENDATION**

2.1 **That Members note the report.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: None
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Corporate Policy

1. Policy Status: Existing policy. The Committee is regularly updated on matters outstanding from previous meetings.
 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: £359k
 5. Source of funding: 2020/21 revenue budget
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Personnel

1. Number of staff (current and additional): There are 7 posts (6.67 fte) in the Democratic Services Team.
 2. If from existing staff resources, number of staff hours: Monitoring the Committee's matters outstanding can take up to two hours per meeting.
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Legal

1. Legal Requirement: No statutory requirement or Government guidance.
 2. Call-in: Call-in is not applicable. The report does not involve an executive decision
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Procurement

1. Summary of Procurement Implications: N/A
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The report is intended primarily for Members of this Committee.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? No.
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

This report provides updates on progress achieved in regard to requests made by the Committee at previous meetings. Following each meeting, required actions are listed and monitored to ensure that any outstanding issues are addressed in a timely fashion.

As outlined in Appendix A, one matter remains outstanding from previous meetings.

Non-Applicable Sections:	Impact on Vulnerable Adults and Children, Policy, Financial, Personnel, Legal and Procurement Implications.
Background Documents: (Access via Contact Officer)	-

PROGRESS ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS

APPENDIX A

<u>Minute Number/Title</u>	<u>Updates/Feedback Requested</u>	<u>Action By</u>	<u>Current Status</u>
<p>Meeting held on 30 March 2021</p> <p>Minute 20A – Budget Monitoring 2021/21</p>	<p>That details of the budget for Furniture Storage following the meeting be provided following the meeting.</p>	<p>Sara Bowrey</p>	<p>Response circulated to Members on 13 November 2020. Action completed</p>
<p>Response: The 20/21 furniture storage budget was £148k, and the final outturn was £26k - an underspend of £122k.</p>			