

Decision Maker: GENERAL PURPOSES AND LICENSING COMMITTEE

Date: 8 February 2022

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

Title: WORK PROGRAMME AND MATTERS ARISING

Contact Officer: Graham Walton, Democratic Services Manager
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Chief Officer: Tasnim Shawkat, Director of Corporate Services and Governance

Ward: All

1. Reason for report

- 1.1 This report summarises the Committee's work programme for the 2021/22 Council year. This report also covers matters outstanding from previous meetings.
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2. **RECOMMENDATION**

Members are requested to consider and note the matters outstanding from previous meetings (paragraph 3.5) and their draft work programme for 2021/22.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable
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Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Excellent Council:
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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: £366k
 5. Source of funding: Revenue Budget
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Personnel

1. Number of staff (current and additional): 7 (6.67fte)
 2. If from existing staff resources, number of staff hours: Not Applicable
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Legal

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

1. Have Ward Councillors been asked for comments? No
2. Summary of Ward Councillors comments: Not Applicable

3. COMMENTARY

- 3.1 Bromley Council operates under a “Leader and Executive” constitutional model, with most decision making functions resting with the Leader, Portfolio Holders and the Executive. However, there are a number of functions which the executive side is prohibited from dealing with, for which Committees need to be appointed. In Bromley, the majority of these “non-executive” functions are the responsibility of Development Control Committee for town planning and related functions, Pensions Committee, Standards Committee and this Committee for any other non-executive functions.
- 3.2 General Purposes and Licensing Committee fulfils the role of Licensing Committee under the 2003 Licensing Act (which requires a membership of between ten and fifteen), but also deals with a range of other non-executive functions that cannot be dealt with by the Executive or do not fall within the terms of reference of Development Control Committee, the Pensions Committee or the Standards Committee. It therefore has a range of varied and sometimes unrelated responsibilities, including audit, human resources, complaints, elections and appointments.
- 3.3 The Committee’s role is very different to that of a PDS Committee, in that it has decision-making powers, many of which are delegated to a number of sub-committees -
- Appeals Sub-Committee
 - Audit Sub-Committee
 - Industrial Relations Sub-Committee
 - Licensing Sub-Committee
 - Local Joint Consultative Committee
 - Rights of Way Sub-Committee

These sub-committees have decision-making powers within their own terms of reference, and in some cases only meet when issues arise that require a decision from Members.

- 3.4 The Committee has six scheduled meetings in the year, plus a meeting after the Council’s annual meeting to appoint its Sub-Committees. The meetings for the 2021/22 Council year are set out in Appendix A, with the reports anticipated for each meeting.
- 3.5 Members are asked to note the following matters outstanding from previous meetings –

Minute 199 – 30 November 2021(Appointments to Outside Bodies)

Following the appointments made by the Committee, a small number of vacancies remain unfilled –

- Community Links Bromley (x1)
- Cray Valley War Memorial Hall (x2)

Minute 197 – 30 November 2021 (Council Motion – Honorary Freedom of the Borough)

There is nothing further to report on the position with Ms Raducanu.

A report proposing a scheme of appointment for honorary freedom of the borough is being developed, but is not ready for this meeting.

Non-Applicable Sections:	Impact on vulnerable adults and children/Policy/Financial/Personnel/Legal/Procurement
Background Documents: (Access via Contact Officer)	None

General Purposes and Licensing Committee
Work Programme 2021/22

19th May 2021 *(following annual Council meeting)*

Appointment of Sub-Committees

1 June 2021

Appointments to Outside Bodies

Work Programme & Matters Outstanding

6th July 2021

Audit of 2019/20 Financial Statements

Review of Meeting Arrangements

Scheme of Delegation to Officers

Work Programme & Matters Outstanding

(Meeting followed by a briefing on Licensing issues)

21st September 2021

Review of GLA Election 2021

Annual Complaints Report and Annual Ombudsman's Letter 2020/21

Amendment to the Statement of Licensing Policy – Cumulative Impact Assessment

Transforming Bromley 2019-23: The first Two Years

Scheme of Delegation to Officers

Work Programme & Matters Outstanding

30th November 2021

EY Audit Briefing Paper

Teachers Pay Policy 2021/22 - Centrally Based Staff

Review of Polling Districts and Polling Places

Gambling Act 2005 - Revised Statement of Gambling Policy for 2022 to 2025

Revised Amenity Standards for HMOs

Mobile Homes Fit and Proper Person Registration – Fees Policy

Honorary Freedom - Referral of Motion from Council

Member Induction - 2022

Appointments to Outside Bodies

Work Programme & Matters Outstanding

8th February 2022

Draft Audit Results 2019/20 – Update from EY

Appointment of External Auditors

Pay Policy Statement 2022/23

Business and Planning Act 2020 – Pavement Licences

Members Allowances 2022/23

Programme of Meetings 2022/23

Scheme of Delegation to Officers

Work Programme & Matters Outstanding

29th March 2022

Executive Assistants Reports 2021/22

Annual Review of Licensing Activity

Annual Review of the Scheme of Delegation to Officers

Minor Constitutional Changes

Honorary Freemen – Scheme of Appointment

Work Programme & Matters Outstanding

Draft Minutes from Sub-Committee meetings are received for information at each meeting.