

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

**Date:** **Wednesday 16 March 2022**

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

**Title:** **MATTERS OUTSTANDING & FORWARD WORK PROGRAMME**

**Contact Officer:** Philippa Gibbs, Democratic Services Officer  
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**Chief Officer:** Tasnim Shawkat, Director of Corporate Services and Governance

**Ward:** (All Wards);

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1. Reason for report

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

- Monitoring progress against actions arising from previous meetings; and
  - Developing the 2021/22 Forward Work Programme.
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2. **RECOMMENDATION(S)**

**That PDS Committee reviews and comments on:**

1. **Progress on matters arising from previous meetings; and**
2. **The 2022/23 work programme. Making recommendations for items to be considered in the next municipal year.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: None
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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: £359k
  5. Source of funding: Revenue Budget
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Personnel

1. Number of staff (current and additional): 6.67 FTE
  2. If from existing staff resources, number of staff hours: N/A
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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: N/A
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Customer Impact

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

<b>Non-Applicable Sections:</b>	Impact on Vulnerable People and Children/Policy/Financial/Legal/Personnel/Procurement
Background Documents: (Access via Contact Officer)	Minutes of previous meetings

### 3. COMMENTARY

#### Matters Outstanding from Previous Meetings

- 3.1. There are no outstanding actions from previous meetings.

#### Work Programme

- 3.2 Each PDS Committee determines its own work programme, balancing the roles of (i) pre-decision scrutiny and holding the Executive to account, (ii) policy development and review and (iii) external scrutiny. ERC PDS Committee has the additional role of providing a lead on scrutiny issues and co-ordinating PDS work.
- 3.3 PDS Committees need to prioritise their key issues. The work programme also needs to allow room for items that arise through the year, including Member requests, call-ins and referrals from other Committees. Committees need to ensure that their workloads are realistic and balanced, allowing sufficient time for important issues to be properly scrutinised. Members also need to consider the most appropriate means to pursue each issue – the current overview and scrutiny arrangements offer a variety of approaches, whether through a report to a meeting, a time-limited working group review, a presentation, a select committee style meeting focused on a single key issue, or another method.
- 3.4 **Appendix 1** sets out the RRH PDS draft Work Programme for 2022/23, including: the provisional report title (or activity); the Report Author; and Committee's role. Committee is invited to comment on the proposed schedule and suggest any changes it considers appropriate.
- 3.5 Other reports will be added to the 2022/23 Work Programme as items arise. In addition, there may also be references from other committees, the Renewal, Recreation and Housing Portfolio Holder, or the Executive.

**RENEWAL, RECREATION & HOUSING PDS COMMITTEE  
WORK PROGRAMME 2022/23**

<b>Report Title</b>	<b>Report Author</b>	<b>Portfolio Holder decision (Y/N)</b>
<b>14 June 2022</b>		
Matters Outstanding and Work Programme	Democratic Services	
<b><u>Pre Decision Scrutiny of Portfolio Holder Decisions</u></b>		
<b><u>Executive Reports</u></b>		
<b>31 August 2022</b>		
Matters Outstanding and Work Programme	Democratic Services	No
<b><u>Pre Decision Scrutiny of Portfolio Holder Decisions</u></b>		
Budget Monitoring 2022/23	Keith Lazarus	Yes
Final Outturn 2021/22	Keith Lazarus	Yes
Capital Programme Monitoring	David Dobbs	Yes
<b><u>Executive Reports</u></b>		
<b><u>Policy Development &amp; Other Items</u></b>		
Contract Register – Part 1& Part 2	Charlotte Ryan	No
<b>16 November 2022</b>		
Matters Outstanding and Work Programme	Democratic Services	No
<b><u>Pre Decision Scrutiny of Portfolio Holder Decisions</u></b>		
Budget Monitoring 2022/23	Keith Lazarus	Yes
HPR Portfolio Plan	Shazel Choudhury	Yes
<b><u>Executive Reports</u></b>		
<b><u>Policy Development and other items</u></b>		
Bromley Business Improvement District (BID) Proposal – Renewal For 2022-23	Lorraine McQ	Yes
Provision of Libraries – contract performance report (bi-Annually)	Paula Young	No

<b>19 January 2023</b>		
Matters outstanding from previous meetings	Democratic Services	No
<b><u>Executive Reports</u></b>		
<b><u>Pre Decision Scrutiny of Portfolio Holder Decisions</u></b>		
<b><u>Policy Development and Other Items</u></b>		
Capital Monitoring Programme	Zoltan Demjan	Yes
Draft Budget 2022/23	James Mullender	No
HPR Portfolio Plan 2021/22	Shazel Choudhury	No
Planning Appeals – costs (bi-annually)	John Stephenson	No
Planning Appeals Monitoring Report – (bi annually)	John Stephenson	No
Risk register (report bi-annually)	Denise Mantell	No
<b>21 March 2023</b>		
Matters outstanding form Previous Meetings		
HRA Business Plan and Policies	James Mullender	Yes
<b><u>Pre Decision Scrutiny of Portfolio Holder Decisions</u></b>		
<b><u>Executive Reports</u></b>		
<b><u>Policy Development &amp; Other Items</u></b>		
Budget Monitoring	Keith Lazarus	Yes
Contracts register part 1	Charlotte Ryan	No
HPR Portfolio Plan 2021/22	Shazel Choudhury	
More Homes Bromley annual report	Lynnette Chamielec	No
Orchard & Shipman annual contract performance report	Lynnette Chamielec	No
Chairman’s annual report		
<b>To be scheduled:</b>		
SPD’s Orpington & Bromley Town centre	Ben Johnson	
S106/CIL update report	Ben Johnson	
Leisure Strategy	Lydia Lee	
Specific Housing schemes	Lydia Lee	

