
Decision Maker: Public Protection and Enforcement PDS Committee

Date: 28th June 2023

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

Title: **MATTERS ARISING**

Contact Officer: Steve Wood, Democratic Services Officer
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Chief Officer: Tasnim Shawkat, Director of Corporate Services and Governance

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:	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Previous Matters Arising reports and Minutes of meetings.

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Safe Bromley
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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: 20232024 revenue budget
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Staff

1. Number of staff : 6 FTE
 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 Public Protection and Safety PDS Committee.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: N/A

<u>Minute Number/Title</u>	<u>Matters Arising</u>	<u>Update</u>
Minute 117 HMO Update 31 st Jan 2023	Resolved that the Head of Planning and Development Support Team would disseminate an 'aide memoire' to Members which outlined how many complaints relating to HMOs should be processed.	An update will be provided on the night from the Head of Planning and Development Support Team.
Minute 118 SBP Minutes 31 st Jan 23	The Chairman would contact MOPAC regarding providing data in a more easily accessible format.	<p>Superintendent Luke Baldock and LBB Assistant Director Louise Watkinson are currently working on this, following a meeting with Councillor Cartwright and should have something formulated shortly.</p> <p>The above will be used in the work stream on datasets which is continuing a locally with the Metropolitan Police Service and other local authorities in the BCU, to be finalised in the work stream developing the new Community Safety Strategy which has a Data Task and Finish Group.</p> <p>Work is also going on between London Heads of Community Safety and the Mayor's Office of Policing and Crime to devise a standard data offering for all BCUs, and also Local Authorities. LBB officers attend the LHoCS sub-group meetings.</p>
Minute 118 SBP Minutes 31 st Jan 2023	The Chairman to write to the police to find out what the staffing levels were in the Safer Neighbourhood Team.	The staffing levels consist of one Superintendent, one Inspector, 7 Sergeants, 44 Police Constables and 22 Police Community Support Officers. This was a total of 77 staff in the Safer Neighbourhood Team.
Minute 128 Matters Arising 28 th March 2023	Members noted the ongoing matter concerning the A3 font size on certain documents. The Assistant Director for Public Protection and Enforcement said that she would look into the issue.	<p><u>Contracts Register:</u></p> <p>This will remain in A3 following the corporate template.</p> <p><u>Risk Register:</u></p> <p>The A3 issue has been addressed and the font will now be more accessible, as the team are following the corporate risk register format and will no longer be publishing the A3 Risk Register. Instead, the team will be publishing a new heat map and risk matrix within the A4 covering report.</p>

		<p>Key updates such as score changes, additional risks, removal of risks, current red risks and gross red risks will be published in the covering report now. The Chairman of the committee has approved this change.</p> <p><u>Performance Overview</u></p> <p>The June 2023 meeting will include indicators from the 22/23 Portfolio Plan. From September onwards, this A3 document will be amended and a reduced number of indicators will be published, therefore making the A3 excel document more accessible for the committee report. This should improve from the September committee moving forwards.</p>
<p>Minute 129 BYC</p> <p>28th March 2023</p>	<p>The Chairman thanked BYC for their presentation and requested that they provide an update in due course concerning their new manifesto priorities.</p>	<p>Young People and Illegal Drugs</p> <p>Managing Stress and Anxiety</p>
<p>Minute 130 28th March 23</p> <p>Business Continuity and Resilience</p>	<p>Mention was also made of the London wide 'Safer City' exercise which would be held in May. This would test command and control functions across London. The Emergency Planning and Corporate Resilience Manager promised to circulate information regarding this.</p>	<p>Safer City 2023 was held on the 17th of May. All London boroughs dealt with major surface water flooding issues within their boroughs which would affect infrastructure, businesses and residents. The Borough Emergency Control Centre was opened and a Council 'Gold' and 'Silver' was appointed to manage the incident. We also opened a rest centre for trained staff to practise the management of displaced residents. The exercise ran from 10:00 am to 4:00 pm.</p>
<p>Minute 132b 28th March 23</p> <p>Draft Portfolio Plan</p>	<p>It was noted that regarding the regulation of food and licenced premises, 75% of complaints about food and food premises would be responded to within five working days; a Member asked about the other 25% and the Assistant Director for Public Protection and Enforcement said she would report back on this.</p>	<p>The 75% is a performance indicator and in practise the team will look to respond to all complaints within that time period. We received 338 food complaints in 2022/23 and of these 94% were responded to within 5 days.</p>
<p>Minute 132b 28th March 23</p> <p>Draft Portfolio Plan</p>	<p>A Member referred to Section 3.3.5 of the report which stated that 28,896 kilogrammes, (almost three tonnes) of waste had been removed on Community Impact Days. The Member pointed out that 1000 kilogrammes equated to one tonne,</p>	<p>In the business year 2022/23 the Community Impact Days collected 39,286 kilogrammes of waste, which equated to 39,286 metric tonnes.</p> <p>Apologies for the misplaced decimal/ typo in the previous report. The text should have read 'almost 30 tonnes'.</p>

	so one of these figures was incorrect. The Assistant Director said she would report back on this.	
Minute 134 28 th March 23 Risk Register	The Council would be engaging with staff to encourage increased participation in the out of hours noise service rotor. If the uptake from staff did not improve, then contingency plans would be required, including the possible use of contracted services. The revised service was anticipated to be up and running in June 2023.	Officers are currently working to specify a contracted out of hours noise service to commence in late June, as a formalised permanent out of hours noise service is awaiting the completion of the Public Protection Divisional Review, which is currently in process and will not be completed by June 23. A report to this effect is currently under preparation.