
Decision Maker: RENEWAL, RECREATION AND HOUSING PDS COMMITTEE

Date: 15 November 2023

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

Title: MATTERS OUTSTANDING & FORWARD WORK PROGRAMME

Contact Officer: Kerry Nicholls, Democratic Services Officer
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Chief Officer: Tasnim Shawkat, Director of Corporate Services and Governance

Ward: All Wards

1. Reason for report

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

- Monitoring progress against actions arising from previous meetings; and,
- Developing the Committee's Forward Work Programme.

2. **RECOMMENDATION(S)**

2.1 **That the Renewal, Recreation and Housing PDS Committee reviews and comments on:**

- **Progress on matters arising from previous meetings; and,**
- **The Forward Work Programme, indicating any changes or particular issues that it wishes to scrutinise for the year ahead.**

Impact on Vulnerable Adults and Children

1. Summary of Impact: None
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Transformation Policy

1. Policy Status: Not Applicable
 2. Making Bromley Even Better Priority (delete as appropriate): Not Applicable
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Financial

1. Cost of proposal: Not Applicable
 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): 6
 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: Non-Executive reports are not subject to call-in
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Procurement

1. Summary of Procurement Implications: Not Applicable
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Property

1. Summary of Property Implications: Not Applicable
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Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: Not Applicable
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Impact on the Local Economy

1. Summary of Local Economy Implications: Not Applicable
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Impact on Health and Wellbeing

1. Summary of Health and Wellbeing Implications: Not Applicable
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Customer Impact

1. Estimated number of users or customers (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

3. COMMENTARY

Matters Outstanding from Previous Meetings

3.1. **Appendix 1** sets out matters outstanding from previous meetings (if any).

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 2** sets out the RRH PDS Committee Work Programme for the current municipal year, including: the provisional report title (or activity); the Report Author; and Committee's role. The 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 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.

Non-Applicable Headings:	Impact on Vulnerable Adults and Children, Transformation/Policy Implications, Financial Implications, Personnel Implications, Legal Implications, Procurement Implications, Property Implications, Carbon Reduction/Social Value Implications, Impact on the Local Economy, Impact on Health and Wellbeing, Customer Impact, Ward Councillor Views
Background Documents: (Access via Contact Officer)	Minutes of previous meetings

MATTERS OUTSTANDING FROM PREVIOUS MEETINGS

Minute Number/Title/Date	Action/PDS Request	Update	Action by	Expected Completion Date
25: Matters Outstanding and Forward Work Programme (6 September 2023)	Network Rail to be invited to attend the RRH PDS Committee for a Deep Dive on the development potential of stations.	Added to forward work programme.	Head of Regeneration	Completed.
26a: HPR Portfolio Plan Update (6 September 2023)	Information on turnaround times for void Housing Association properties to be provided to the Committee.	Circulated to Members.	Assistant Director: Housing	Completed.
	Planning KPIs to be reported to future meetings of the Development Control Cte.	Added to forward work programme.	Assistant Director: Planning	Completed.
27c: Library Works Progress and Crofton Roman Villa (6 September 2023)	Details of the cost of the works at St Paul's Cray Library to be provided to the Committee.	Circulated to Members.	Assistant Director: Culture and Regeneration	Completed.
28b: Housing Allocation Scheme and Choice Based Lettings (6 September 2023)	Housing Allocation Scheme to be updated to state 'We discuss all suitable housing options with those who approach us'.	Scheme updated as requested.	Head of Housing Schemes	Completed.
	The definition of statutory overcrowding to be provided to the Committee.	Circulated to Members.	Head of Housing Schemes	Completed.
	The number of lettings/average wait times to be incorporated into regular KPI reporting.	To be included in future reporting.	Performance and Strategy Manager	Completed.
28d: Housing Delivery Update (6 September 2023)	This withdrawn report to be circulated to the Committee for comment alongside scrutiny by the Executive, Resources and Contracts PDS Committee prior to decision by the Council's Executive on 20 September 2023.	Circulated to Members.	Clerk to the Committee	Completed.

**RENEWAL, RECREATION & HOUSING PDS COMMITTEE
WORK PROGRAMME 2023/24**

Meeting Date: January 2024		
Meeting Date: January 2024	Division	Committee Role
Matters Outstanding and Work Programme	Democratic Services	Standard Items
Capital Monitoring Programme Q3	Financial Management	Pre-decision Scrutiny (PH Decision)
Local London Annual Update	Economic Development	Pre-decision Scrutiny (PH Decision)
Housing IT Systems	Housing	Pre-decision Scrutiny (Executive)
Housing Allocation Scheme and Choice Based Lettings (Approval To Adopt New Policy)	Housing	Pre-decision Scrutiny (Executive)
Adoption of Leisure Strategy	Culture and Regeneration	Pre-decision Scrutiny (Executive)
Award of Contract : BEAM Ltd	Housing Service	Pre-decision Scrutiny (Executive)
Review of Parks Buildings (joint workstream with ECS)	Carbon Management and Greenspace	PDS Committee
Draft Budget 2024/25	Financial Management	PDS Committee
Q4 Update for HPR Portfolio Plan, including grants register (additionally, Risk Register reported bi-annually)	Housing Compliance and Strategy	PDS Committee
Local Plan Progress Update	Planning Policy and Strategy	PDS Committee
HRA Business Plan and Policies	Financial Management	PDS Committee
Thematic Session: Railway Station Development	Regeneration	PDS Committee
Digital Infrastructure Work Plan Update (bi-annually)	Housing, Planning and Regeneration	Information Item
Meeting Date: 21 March 2023		
Meeting Date: 21 March 2023	Division	Committee Role
Matters Outstanding and Work Programme	Democratic Services	Standard Items
Budget Monitoring 2022/23	Financial Management	Pre-decision Scrutiny (PH Decision)

Contract Register (<u>Public and Non-Public Reports</u>)	Culture and Regeneration	PDS Committee
Update for HPR Portfolio Plan	Housing Compliance and Strategy	PDS Committee
More Homes Bromley annual report	Housing Service	PDS Committee
Pinnacle annual contract performance report	Housing Service	PDS Committee
Local Plan Progress Update	Planning Policy and Strategy	PDS Committee
Thematic Session	To Be Confirmed	PDS Committee