

**Decision Maker:** ENVIRONMENT AND COMMUNITY SERVICES POLICY  
DEVELOPMENT AND SCRUTINY COMMITTEE

**Date:** 16<sup>th</sup> November 2023

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

**Title:** ECS PDS WORK PROGRAMME AND MATTERS ARISING

**Contact Officer:** Stephen Wood, 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:

- Developing the Forward Work Programme; and
- Updating Members on any matters that arose from previous meetings.

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2. **RECOMMENDATION(S)**

2.1 **That the Committee reviews and comments on:**

- (1) Updates on any matters arising/outstanding (Appendix 1).**
- (2) Forward Work Programme for 2023/2024 (Appendix 2).**
- (3) Suggests any new items for the Work Programme going forward for the next cycle of meetings**

## Impact on Vulnerable Adults and Children

1. Summary of Impact: The services delivered by the Environment and Community Services Portfolio are used by all residents, including vulnerable adults and children. Protection is not their primary purpose but adjustments are made, as required, to ensure services are as accessible as possible and all users are safe.
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## Corporate Policy

1. Policy Status: Existing Policy:
  2. Building an even better Bromley Priority:
    - (4) For residents to live responsibly and prosper in a safe, clean, and green environment great for today and a sustainable future.
    - (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents
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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: Variable.
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## Legal

1. Legal Requirement: Non-Statutory - Government Guidance
  2. Call in is Not Applicable as this is a Non-Executive Report
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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): Whole Borough
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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

### 3. COMMENTARY

#### Matters Arising or Outstanding:

- 3.1 **Appendix 1** provides a progress update on matters that have arisen at previous meetings. This list is checked after each meeting so that any outstanding issues can be addressed at an early stage and timely progress made.
- 3.2 **Appendix 2** sets out the Environment and Community Services Portfolio's Forward Work Programme for 2023/2024 including: the provisional report title; the lead report author and the role of the Committee or the Portfolio Holder. Committee members and officers are invited to comment on the proposed schedule and suggest any changes that are considered appropriate and notify the Committee Clerk of such.
- 3.3 Other reports may be added to the Work Programme as schemes and contracts are developed. In addition, there may also be references from other committees, the Environment and Community Services Portfolio Holder, or the Executive. So the work programme is fluid.

### 4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

Services delivered as part of the Environment and Community Services Portfolio affect the daily lives of all Bromley residents and tend to be universal in nature - rather than being directed at particular groups within our community. Where vulnerable adults or children may be affected by service delivery, the issues would be covered in the relevant report and not in this business management overview.

### 5. POLICY IMPLICATIONS:

- 5.1 Each PDS Committee is responsible for developing its own Forward Work Programme and Environment & Community Services PDS Committee's future work programme is set out in Appendix 2.
- 5.2 The activities in this report reflect the Council's priorities and aims as set out in:
- Environment Portfolio Plan

<b>Non-Applicable Sections:</b>	
Background Documents: (Access via Contact Officer)	Work Programme, Matters Arising and Minutes  Environment Portfolio Plan.

## APPENDIX 1

### ENVIRONMENT PDS COMMITTEE PROGRESS ON MATTERS ARISING/OUTSTANDING

Meeting Date	Committee Request/Matters Arising	Progress
29 <sup>th</sup> June 23 and 7 <sup>th</sup> September	A Member highlighted the fact that the Road Safety Policy had still not been published and asked when this would be done. The Assistant Director for Traffic and Parking responded that there existed fragmented information concerning the policy already on the Council website and this needed to be consolidated into a new policy document and a new format. The process was taking longer than had been anticipated but it was hoped to be completed by the end of July.	It was reported at the June meeting that it was hoped that the document would be ready for some time in September.  It was reported at the meeting on 7 <sup>th</sup> September that the document needed to be finalised.  The document was published later in September.
7 <sup>th</sup> September	The Assistant Director for Traffic and Parking said that a walk around would be conducted in that area (Plaistow Lane) later in the month, and he would have a look at the Member's specific concern regarding the tactile paving at that time.	The Assistant Director for Traffic and Parking met with Cllr Igoe on site, and looked at the issue of the tactile paving, along with other issues at this location.

**FORWARD WORK PROGRAMME**

**Appendix 2**

<b>Meeting Date: November 16<sup>th</sup> 2023</b>		
Matters Arising and Work Programme	Steve Wood	PDS Committee
Idverde Annual Contract Performance Report – 2022/23	Hannah Jackson	PDS Committee
Updates from the Portfolio Holders	Portfolio Holders	PDS Committee
ECS Performance Overview	Lucy West	PDS Committee
Veolia Environmental Services Contract Strategy		
Budget Monitoring	Murad Khan	Portfolio Holder
Capital Programme Monitoring	Sean Cosgrove	Portfolio Holder
Chinese Roundabout Safety Scheme	Angus Culverwell	Portfolio Holder
South Eden Park Road / Monks Orchard / Links Way Roundabout Safety Scheme	Angus Culverwell	Portfolio Holder
Parking Services - Contract Performance Review - Apcoa Parking	Chloe Wenbourne	PDS Committee
LBB's Net Zero Carbon Action Plan - Reporting Year 4	Karin Grey	Portfolio Holder
Fly Tipping Action Plan	Dean Laws	PDS Committee
Riney Contract Monitoring Report	Garry Warner	PDS Committee
Lip Funded Traffic and Road Safety Programme	Angus Culverwell	Portfolio Holder
Contracts Register	Lucy West	PDS Committee
Risk Register	Lucy West	PDS Committee
<b>Meeting Date: January 23<sup>rd</sup> 2024</b>		
Matters Arising and Work Programme	Steve Wood	PDS Committee
Updates from the Portfolio Holders	Portfolio Holders	PDS Committee
Draft Budget	Murad Khan	Portfolio Holder
Capital Programme Monitoring	Sean Cosgrove	Portfolio Holder
Parks Pavilions Lease Process	Hannah Jackson David Braybrook	PDS Committee
ECS Performance Overview	Lucy West	PDS Committee

Ringo Update	Chloe Wenbourne	PDS Committee
Depot Infrastructure Capital Works Project—Stage 4 Update Report	Peter McCready	PDS Committee
Risk Register	Lucy West	PDS Committee
Contracts Register	Lucy West	PDS Committee
<b>Meeting Date: March 13th 2024</b>		
Matters Arising and Work Programme	Steve Wood	PDS Committee
Updates from the Portfolio Holders	Portfolio Holders	PDS Committee
Budget Monitoring	Murad Khan	Portfolio Holder
Environmental Services Contract Renewal – Waste Disposal, Waste Collection & Street Environment	Peter McCready	Executive
Capital Programme Monitoring	Sean Cosgrove	Portfolio Holder
Electric Vehicle Charging Pilot Update	Peter McCready	TBC
ECS Performance Overview	Lucy West	PDS Committee
Risk Register	Lucy West	PDS Committee
Contracts Register	Lucy West	PDS Committee