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**Decision Maker:** RENEWAL, RECREATION AND HOUSING PDS COMMITTEE

**Date:** Wednesday 19 May 2024

**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

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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.

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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: £402k
  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.

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| <b>Non-Applicable Headings:</b>                       | 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:<br>(Access via Contact Officer) | Minutes of previous meetings   |

**MATTERS OUTSTANDING FROM PREVIOUS MEETINGS**

| <b>Minute Number/Title/Date</b>                           | <b>Action/PDS Request</b>   | <b>Update</b>        | <b>Action by</b>  | <b>Expected Completion Date</b> |
|---|---|----------------------|---|---------------------------------|
| 64a: Portfolio Holder Update (14 March 2024)              | Details of how the remaining £89k Homelessness Reduction Grant (carried forward) has been spent to be provided to Members | To be actioned       | Assistant Director: Housing   | June 2024                       |
| 65b: Capital Programme Monitoring (14 March 2024)         | Further details on the allocation of Section 106 and Community Infrastructure Levy funds to be provided to Members        | To be actioned       | Head of Finance (Environment & Corporate Services)/ Infrastructure Delivery Team Leader | June 2024                       |
| 74c: Leisure Centre Major Works Programme (17 April 2024) | An update on the heating infrastructure changes across the Walnuts estate to be provided to Members.                      | Provided to Members. | Head of Capital Projects  | Completed.                      |

**RENEWAL, RECREATION & HOUSING PDS COMMITTEE  
WORK PROGRAMME 2024/25**

| Meeting Date: 12 September 2024  | Division   | Committee Role             |
|--|--|----------------------------|
| Matters Outstanding and Work Programme   | Democratic Services  | Standard Items             |
| HPR Portfolio Plan Q1 Update, including grants register (additionally, Risk Register reported bi-annually) | Housing Compliance and Strategy  | Holding PH to Account      |
| Housing Assistance Policy (Disabled Facilities Grant) – Joint Item with HWB, CEF PDS and ACH PDS           | Housing Compliance and Strategy  | Executive Decision         |
| Update on Empty Homes Programme Engagement   | Culture and Regeneration   | Executive Decision         |
| Gateway report for procurement of contractor for works at Manorfields                                      | Culture and Regeneration   | Executive/Council Decision |
| Budget Monitoring Report   | Financial Management   | PH Decision                |
| Capital Monitoring Programme Report  | Financial Management   | PH Decision                |
| More Homes Bromley Annual Performance Report   | Housing Service  | PDS Committee              |
| Draft Homelessness Strategy Update   | Housing Compliance and Strategy  | PDS Committee              |
| Local Plan Progress Update   | Planning Policy and Strategy   | PDS Committee              |
| Thematic Session   | To Be Confirmed<br><u>Current Suggestions:</u> <ul style="list-style-type: none"> <li>• Homelessness and the Cost of Overnight Accommodation</li> <li>• The Grey Belt</li> </ul> | PDS Committee              |
| Meeting Date: 12 November 2024   | Division   | Committee Role             |
| Matters Outstanding and Work Programme   | Democratic Services  | Standard Items             |
| HPR Portfolio Plan Q2 Update, including grants register (additionally, Risk Register reported bi-annually) | Housing Compliance and Strategy  | Holding PH to Account      |
| Budget Monitoring Report   | Financial Management   | PH Decision                |

|  |                                    |                       |
|--|------------------------------------|-----------------------|
| Capital Monitoring Programme Report  | Financial Management               | PH Decision           |
| Contract Register ( <u>Public and Non-Public Reports</u> )   | Culture and Regeneration           | PDS Committee         |
| Local Plan Progress Update   | Planning Policy and Strategy       | PDS Committee         |
| Thematic Session   | To Be Confirmed                    | PDS Committee         |
| Bi-Annual Provision of Libraries – Contract Performance Report   | Culture and Regeneration           | Information Item      |
| Bi-Annual Digital Infrastructure Work Plan Update  | Housing, Planning and Regeneration | Information Item      |
| <b>Meeting Date: 23 January 2025</b>   | <b>Division</b>                    | <b>Committee Role</b> |
| Matters Outstanding and Work Programme   | Democratic Services                | Standard Items        |
| Capital Monitoring Programme Report  | Financial Management               | PH Decision           |
| Draft Budget 2025/26   | Financial Management               | PDS Committee         |
| Local Plan Progress Update   | Planning Policy and Strategy       | PDS Committee         |
| Thematic Session   | To Be Confirmed                    | PDS Committee         |
| <b>Meeting Date: 19 March 2025</b>   | <b>Division</b>                    | <b>Committee Role</b> |
| Matters Outstanding and Work Programme   | Democratic Services                | Standard Items        |
| HPR Portfolio Plan Q3 Update, including grants register (additionally, Risk Register reported bi-annually) | Housing Compliance and Strategy    | Holding PH to Account |
| Budget Monitoring Report   | Financial Management               | PH Decision           |
| Capital Monitoring Programme Report  | Financial Management               | PH Decision           |
| Local London Annual Update   | Economic Development               | PDS Committee         |
| Contract Register ( <u>Public and Non-Public Reports</u> )   | Culture and Regeneration           | PDS Committee         |
| Local Plan Progress Update   | Planning Policy and Strategy       | PDS Committee         |

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|--|---------------------------------|-----------------------|
| Thematic Session                                   | To Be Confirmed                 | PDS Committee         |
| <b>To be Scheduled</b>                             | <b>Division</b>                 | <b>Committee Role</b> |
| Housing Statutory Homelessness Reviews             | Housing Compliance and Strategy | Executive Decision    |
| York Rise Project Completion Contract Award Report | Culture and Regeneration        | Executive Decision    |
| HRA Business Plan and Policies                     | Financial Management            | PDS Committee         |