

# Public Document Pack



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30 August 2013

## **COOPERATIVE SCRUTINY BOARD SUPPLEMENT PACK**

Wednesday 4 September 2013  
4.00 pm  
Council House, Plymouth (next to the Civic Centre)

Please find attached additional information for your consideration under agenda items 9 and 10.

**Tracey Lee**  
Chief Executive

# **COOPERATIVE SCRUTINY BOARD**

## **AGENDA**

### **PART I – PUBLIC MEETING**

**9. CORPORATE MONITORING REPORT (Pages 1 - 14)**

The Cooperative Scrutiny Board will be asked to consider the corporate monitoring report for July 2013.

**10. BUDGET SCRUTINY RECOMMENDATIONS (SIX MONTHLY REVIEW) (Pages 15 - 22)**

The Cooperative Scrutiny Board will receive a six month review of the budget scrutiny recommendations.

# **COOPERATIVE SCRUTINY BOARD**

Finance – Capital and Revenue Monitoring Report



# **COOPERATIVE SCRUTINY BOARD**

## **Finance – Capital and Revenue Monitoring Report**

This report is the monthly monitoring report for 2013/14 and outlines the finance monitoring position of the Council as at the end of July 2013. The primary purpose of this report is to show how the Council is delivering against its financial measures using its capital and revenue resources.

The estimated revenue overspend forecast for the year end is £1.701m as at the end of July. The current estimated position shows an overspend of £1.184m in the People Directorate and an overspend of £0.517m in the Place Directorate. This equates to an estimated net spend of £214.261m against a budget of £212.560m, which is an adverse variance of 0.8%, although officers and members are working on actions to deliver a balanced outturn, and there has been a slight improvement since the June reported position.

The latest capital programme covering 2013/14 to 2015/16 stood at £122.670m which was approved at Cabinet on 21 May 2013 (£129.477m including Tamar Bridge and Torpoint Ferry). Following the approval of new schemes identified in the report finance report to Cabinet on 6 August 2013 (those over £0.5m still require full approval at Council on 16 September 2013), re-profiling and variations, and the inclusion of future years' government grants the forecast capital programme for 2013/14 to 2016/17 will be £160.044m.

# JULY FINANCE MONITORING

Cooperative Scrutiny Board 4 September 2013

## Revenue Monitoring Position

Directorate	2013/14 Council Approved Budget	2013/14 Budget Virements	2013/14 Latest Approved Budget	Forecast Outturn	Forecast Year End Overspend / (Underspend)	Movement in Month
	£m	£m	£m	£m	£m	£m
People	129.749	0.770	130.519	131.703	1.184	(0.135)
Place	41.908	0.513	42.421	42.938	0.517	(0.056)
Corporate Services	29.883	(0.629)	29.254	29.254	0	0
Chief Executives' Office	1.991	0.222	2.213	2.213	0	0
Corporate Items	9.029	(0.876)	8.153	8.153	0	0
<b>TOTAL</b>	212.560	0.000	212.560	214.261	1.701	(0.191)

**Key Issues and Corrective Actions (if required)**

Issue	Variation £m	Direction of Travel	Management Corrective Action
<p><b>PEOPLE – Joint Commissioning &amp; Adult Social Care.</b> Unexpected pressures, including, winter pressure spike, delay in the recruitment of staff and the current review of care home fees</p>	<p>1.100</p>	<p>Same</p>	<ul style="list-style-type: none"> <li>• A team of Social workers and Support planners have been established supported by AP's with experience in re negotiating costs of care packages. A case profiling exercise has been completed to help target capacity to areas capable of delivering improved support and cost efficiencies. Of the 1,470 cases 30 have been reviewed to date. Indicative savings are currently with Finance for validation and will inform next month's report.</li> <li>• A plan is in place and training on new CHC guidance has taken place over the last two weeks. The priority for training has been AP's who will ensure through supervision and case consultations that assessment practice takes account of eligibility for CHC funding.</li> <li>• ASC has consolidated its deployment of dedicated professional staff into its Customer Facing and Hospital facing pathways to ensure consistent management of demand and risk at the point of contact with the service.</li> <li>• Integrated Rapid Response Reablement (ICE) is now underpinned by detailed plans for the service to go live in September 2013. This will ensure that health and social care resources are deployed to improve efficient use of resources and for the service user maximises independence and avoid</li> </ul>

			inappropriate admissions to care homes
<p><b>PEOPLE – Education, Learning and Family Support.</b> Inflation on the Council's contribution to the Education PFI contract.</p> <p>Demand for transport has now been offset by a late announcement to continue to allocate the Extended Right to Free Travel grant to LA's.</p>	0.084	Improving	<ul style="list-style-type: none"> <li>• Budgets reduced in line with savings achieved in the previous year and control of all non-essential expenditure</li> <li>• Officers will review other expenditure areas to identify offsetting savings</li> <li>• PFI inflation will be considered when the MTFP is reviewed</li> </ul>
<p><b>PLACE – Economic Development.</b></p> <p>260k - Downward pressure on commercial rents on lease renewals and rent reviews together with rent free incentives required in order to attract tenants and increased void periods. City Centre ground lease income is reducing due to increase in vacant city centre retail units and falling rents on the geared head leases at rent reviews and lease renewals.</p> <p>(20k) – Review of income opportunities from tourist information centres.</p>	0.240	Improving	<ul style="list-style-type: none"> <li>• Management are aware of pressures and looking at ways of maximising income and reducing costs.</li> <li>• Continue to maximise income across all of the Commercial Estate.</li> </ul>
<p><b>PLACE – Transport &amp; Infrastructure.</b> Concessionary Fares reduced costs in line with usage trends (50K)</p>	0.050	Same	<ul style="list-style-type: none"> <li>• Current pressures are being offset by savings achieved elsewhere in the Division and continue to be monitored closely for further savings.</li> </ul>

<p>Eastern Corridor/Major Projects (150K) reduced expenditure on scheme planning</p> <p>Street lighting energy costs 450K pressure.</p> <p>Revised forecast for income projections from bus lane enforcement (200K) Highway expenditure is also very high and if maintained will lead to significant pressures, currently being reviewed along with the capital programme for Transport.</p>		<ul style="list-style-type: none"> <li>Overall inflation on street lighting energy costs at this stage has been calculated at £0.450m. There is a corporate contingency of £0.300m for energy increases, which needs to be used following verification of energy increases across the whole Council.</li> </ul>
<p><b>PLACE Environmental Services.</b></p> <p>Mercury Abatement 70k cost</p> <p>Recyclable Commodity Income pressure 130k. Efficiency savings from 12/13 delivery plans not achieved 293k</p> <p>Staff rationalisation in addition to delivery plan target (100k)</p> <p>Reduced maintenance costs of plant &amp; equipment (50k)</p> <p>Increased income from Cemeteries and Crematoriums (40k)</p>	<p>0.303</p> <p>Same</p>	<ul style="list-style-type: none"> <li>Recyclate Commodity Prices are hitting a low period due to market conditions, officers will continue to seek alternative markets where possible, markets will fluctuate during the year, therefore changing variance reported.</li> <li>Management action underway as shown by savings identified to reduce the pressures identified to date.</li> </ul>
<p><b>PLACE – Planning &amp; Directorate Business Support.</b> Savings identified over a range of budget lines and vacancy savings.</p>	<p>(0.076)</p> <p>Improving</p>	<ul style="list-style-type: none"> <li>Budget managers to continue to review budgets for potential savings. There has been an improvement in income from building control and pre application planning advice</li> </ul>
<p><b>Total Major Variances</b></p>	<p><b>1.701</b></p>	



**Delivery Plans**

For month 4 monitoring red and amber related delivery plans have not been reflected in the overall monitoring result.

Directorate	Service	Red £m	Amber £m	Green £m	Total £m
People	Adult Health & Social Care	0.098	1.728	3.979	5.805
	Children's Social Care	0.217	0.150	0.816	1.183
	Education, Learning & Social Care	0.030	0.629	0.815	1.474
	Homes & Communities – Safer Communities			0.336	0.336
	People Management & Support			0.040	0.040
	Programme Director		0.059		
Place	Transport & Infrastructure		0.350	0.100	0.450
	Planning			0.103	0.103
	Environmental Services		0.100	0.610	0.710
	Economic Development			0.174	0.174
	Place Directorate			0.280	0.280
Corporate Services	Customer Services	0.050		0.390	0.440
	Finance, Assets, Technology & Efficiencies	0.870	0.350	0.340	1.560
	Human Resources & Organisational Development			0.185	0.185
	Democracy & Governance		0.070		0.070
Executive Office			0.295	0.295	
Corporate Items		0.550	2.150	4.420	
<b>Total 2013/14 Delivery Plans</b>		<b>3.044</b>	<b>3.927</b>	<b>10.613</b>	<b>17.584</b>

## Revenues & Benefits

### **Collection Rates**

#### Council Tax

Target	July 13	35.71%	£36.338m
<b>Actual</b>	<b>July 13</b>	<b>35.25%</b>	<b>£35.868m</b>
2012/13	July 12	35.70%	£33.490m

Council Tax Collection is showing continued improvement with the percentage being collected 35.25% against the 35.71% target, an improvement of 0.14 % on June figures. The improvement can be attributed to enforcement action being taken against non-payers for current year debt.

Collection for CTS cases was 29.49% which is ahead of our assumed collection rate of 16%. The collection rate for the new technical reform cases is 31.94%, which is higher than the anticipated rate of 25%. We have continued to proactively call customers and this information is being evaluated to assess the benefit to the collection rate and our customers.

#### National Non Domestic Rates

Target	July 13	44.22%	£40.086m
<b>Actual</b>	<b>July 13</b>	<b>44.92%</b>	<b>£40.719m</b>
2012/13	July 12	43.95%	£38.843m

Business Rates is showing continued improvement with the percentage collected being 44.92% against the target of 44.22%, above target by 0.7 % and an increase in collection rates for this time last year by 0.97 %. It is anticipated that the impact of the Discretionary Rate Relief policy will start to reduce the collectable debt with the collection rates continuing to improve.

We continue to remain confident that our recovery processes will improve collection in year.

**Capital Position****Spend to date**

People	Place	Corporate Services	Total
£m	£m	£m	£m
9.941	2.058	0.749	12.748

Revised medium term programme 2013/14 – 2016/17 is £160.044m, and is forecast to be financed as follows

Capital Receipts	Unsupported Borrowing	Tamar Bridge & Torpoint Ferry Borrowing	Grants	Contributions	SI06/ Tariff / RIF	Revenue / Funds	Total Funding
£m	£m	£m	£m	£m	£m	£m	£m
21.313	30.952	7.446	90.731	2.138	2.331	5.133	160.044

**Capital Receipts**

Year	Capital Receipts b/fw	Received year to date	RAG Rated Forecasted Receipts	Total Receipts Received / Expected	Capital Receipts required	Cumulative (Shortfall) / Surplus
	£m	£m	£m	£m	£m	£m
2013/14	0	0.177	5.239	5.239	4.401	0.838
2014/15	0.838	N/A	7.606	8.444	9.412	(0.968)
2015/16	(0.986)	N/A	6.484	5.516	5.500	0.016
2016/17	0.016	N/A	2.026	2.042	2.000	0.042
Total					21.313	0.042

### Additional Information

Human Resources & Organisation Development Data;

- **FTE numbers** - The Council continues to proactively manage staff movement, recruitment and redundancies. We are on target for a reduction in posts of 300 by the end of the financial year.

Increases in staff are represented as follows:

Customer services: Recruitment of 16 apprenticeship positions for customer service front line, and a reduction in agency and temporary contracts .

Transport and Infrastructure: Movement of teams internally within the Council and grant-funded activity (Plymotion)

Planning: Recruitment of specialised vacant roles unable to be filled internally following a reorganisation of the service and net reduction in posts as part of a delivery plan.

- **FTE head count**

- **Sickness** - Two departments (Joint Commissioning and Adult Social Care, Children's Social Care) are above the current thresholds for sickness absence. Under the Council's procedure, the Assistant Director for that department and the Assistant Director for HR & OD have undertaken a review of management actions and cases.

The figures for Children's Social Care reflect a number of long-term absences related to medical conditions that are being treated. It is considered that appropriate management of these cases is in place and generally good management of sickness absence is in place across the department and is closely monitored by the Assistant Director.

For Joint commissioning and Adult Social Care, clear management plans are now in place and these are having an impact that has seen an improvement in recent months and this improvement is expected to continue. The Assistant Director continues with the sickness panels for close scrutiny and direction of cases.

Business Support, in the Place Directorate, is a small team. The high figure represents a single absence.

<b>WORK FORCE: FULL TIME EQUIVALENTS</b>												Change in rolling 12 months						
	2010/11	2011/12	2012/13	Change 2012/13	Jul-13	Aug 12	Sept-12	Oct 12	Nov 12	Dec 12	Jan 13	Feb 13	Mar 13	Apr 13	May 13	June 2-13	July 2013	
<b>Council Wide</b>	3671.60	3248.50	3063.00	-185.50		3270.60	3249.50	3239.60	3235.10	3212.40	3193.90	3163.70	3063.00	3111.00	3077.21	3028.70	3013.40	(257.20)
<b>Executive Office</b>																		
Corporate Communications						12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	0.00
Management & Support (Chief Executive)						0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Policy, Performance and Partnerships						23.90	23.90	23.90	23.90	23.90	23.90	22.90	21.90	21.90	21.04	22.00	23.00	(0.90)
<b>Total</b>	<b>35.90</b>	<b>35.90</b>	<b>35.90</b>	<b>35.90</b>		<b>35.90</b>	<b>35.90</b>	<b>35.90</b>	<b>35.90</b>	<b>35.90</b>	<b>35.90</b>	<b>34.90</b>	<b>33.90</b>	<b>33.90</b>	<b>33.04</b>	<b>34.00</b>	<b>35.00</b>	<b>(0.90)</b>
<b>Corporate Services</b>																		
Customer Services	139.60	144.10	142.20	144.10	170.10	169.10	169.10	169.10	169.10	170.10	169.10	169.60	161.20	166.10	162.26	157.60	159.70	20.10
Democracy and Governance	88.10	88.50	87.90	89.50	87.60	89.20	89.20	87.20	87.20	87.60	89.20	87.20	86.50	87.50	89.74	90.30	88.30	0.20
Finance, Efficiencies, Technology & Asst	514.70	513.10	510.80	510.00	481.90	482.70	482.70	478.50	478.50	481.90	482.70	478.50	467.50	463.20	462.53	446.40	443.20	(71.50)
Human Resources and Organisational Dev	102.80	100.40	86.90	86.90	86.90	86.90	85.90	84.70	84.70	86.90	85.90	84.70	83.30	83.30	79.76	79.90	80.00	(22.80)
Management and Support	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
<b>Total</b>	<b>847.20</b>	<b>848.10</b>	<b>829.80</b>	<b>832.50</b>	<b>828.50</b>	<b>828.80</b>	<b>828.80</b>	<b>819.30</b>	<b>800.50</b>	<b>802.10</b>	<b>796.30</b>	<b>776.20</b>	<b>773.20</b>	<b>773.20</b>	<b>773.20</b>	<b>773.20</b>	<b>773.20</b>	<b>(74.00)</b>
<b>People</b>																		
Childrens Social Care	333.60	333.50	339.40	339.80	338.10	329.10	310.40	310.20	310.20	305.20	288.89	279.20	279.60	279.60	279.60	279.60	279.60	(54.00)
Education, Learning & Families	584.30	567.60	563.60	564.70	553.70	544.20	539.30	539.60	539.60	542.00	513.40	506.90	504.70	506.90	506.90	504.70	504.70	(79.60)
Homes & Communities	228.10	226.30	226.60	225.50	224.50	225.00	240.50	239.40	244.40	250.61	247.70	248.50	248.50	247.70	248.50	248.50	248.50	20.40
Joint Commissioning & Adult-Social Care	440.50	439.00	446.00	443.80	439.20	433.90	416.40	386.10	376.88	370.10	370.10	370.10	370.10	370.10	370.10	370.10	370.10	(70.40)
Lifelong Learning																		0.00
Programmes Director	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Public Health																		11.90
Management and Support	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
<b>Total</b>	<b>1590.50</b>	<b>1570.40</b>	<b>1579.60</b>	<b>1577.80</b>	<b>1559.60</b>	<b>1536.20</b>	<b>1481.70</b>	<b>1448.71</b>	<b>1426.60</b>	<b>1421.70</b>	<b>1421.70</b>	<b>1421.70</b>	<b>1421.70</b>	<b>1421.70</b>	<b>1421.70</b>	<b>1421.70</b>	<b>1421.70</b>	<b>(168.80)</b>
<b>Place</b>																		
Business Team (Dev & Reg)	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	6.80
Economic Development	105.80	103.80	106.00	105.80	104.80	102.30	105.30	105.30	105.30	105.30	105.88	105.00	105.00	105.00	105.00	105.00	105.00	(0.80)
Environmental Services	485.80	487.80	484.80	479.20	478.40	475.20	470.70	467.10	464.10	471.89	467.90	463.50	463.50	463.50	463.50	463.50	463.50	(22.30)
Planning Services	73.90	72.90	71.00	71.80	72.00	72.50	77.50	79.40	78.40	77.40	77.40	77.40	77.40	77.40	77.40	77.40	77.40	3.50
Strategic Housing																		
Transport & Infrastructure	119.90	119.90	120.70	120.50	121.70	131.30	133.60	129.70	133.60	133.28	130.80	128.80	128.80	128.80	128.80	128.80	128.80	8.90
Waste PFI	2.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Management and Support	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	(1.00)
<b>Total</b>	<b>797.10</b>	<b>795.10</b>	<b>793.20</b>	<b>788.00</b>	<b>787.50</b>	<b>792.00</b>	<b>797.80</b>	<b>790.30</b>	<b>792.20</b>	<b>798.16</b>	<b>790.90</b>	<b>782.50</b>	<b>782.50</b>	<b>782.50</b>	<b>782.50</b>	<b>782.50</b>	<b>782.50</b>	<b>(14.60)</b>

<b>WORKFORCE: HEADCOUNT (NUMBER OF EMPLOYEES)</b>													Change in rolling 12 months								
Jul-13	Mar-10	Mar-11	Mar-12	Mar-13	2012/13	Change	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Change in rolling 12 months		
	4,751	4,713	4,155	3,838	(249)		4,160	4,130	4,093	4,083	4,040	4,025	3,993	3,838	3,909	3,924	3,862	3,837	(323)		
<b>Executive Office</b>																				0	
Corporate Communications							12	12	12	12	12	12	12	12	12	12	12	12	12	0	
Management & Support (Chief Executive)					(3)		-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Policy, Performance and Partnerships					0		26	26	26	26	26	26	25	24	24	23	24	25	25	(1)	
<b>Total</b>	<b>(3)</b>	<b>(3)</b>	<b>38</b>	<b>38</b>	<b>38</b>		<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>37</b>	<b>36</b>	<b>36</b>	<b>35</b>	<b>36</b>	<b>37</b>	<b>37</b>	<b>(1)</b>	
<b>Corporate Services</b>																					
Customer Services	15	195	200	198	198		198	198	198	199	229	228	229	216	222	217	213	215	215	20	
Democracy and Governance	0	103	103	102	102		102	103	103	104	102	103	101	100	101	103	104	102	102	(1)	
Finance, Efficiencies, Technology & Asst	(66)	696	702	688	684		696	702	688	684	645	651	642	632	623	629	611	604	604	(92)	
Human Resources and Organisational Dev	(30)	113	111	96	96		96	96	96	96	96	95	93	91	91	89	89	89	89	(24)	
Management and Support	(4)	2	2	2	2		2	2	2	2	2	2	2	2	2	2	2	2	2	0	
<b>Total</b>	<b>(82)</b>	<b>1,109</b>	<b>1,118</b>	<b>1,086</b>	<b>1,085</b>		<b>1,079</b>	<b>1,074</b>	<b>1,079</b>	<b>1,085</b>	<b>1,074</b>	<b>1,079</b>	<b>1,067</b>	<b>1,041</b>	<b>1,039</b>	<b>1,040</b>	<b>1,019</b>	<b>1,012</b>	<b>1,012</b>	<b>(97)</b>	
<b>People</b>																					
Childrens Social Care	(21)	364	364	370	370		364	364	370	370	368	359	339	338	333	330	320	320	320	(44)	
Education, Learning & Families	178	926	897	884	883		884	884	884	883	863	853	852	841	856	852	832	828	828	(98)	
Homes & Communities	105	274	271	271	270		271	271	271	270	268	268	285	283	288	294	291	292	292	18	
Joint Commissioning & Adult Social Care	(123)	583	578	581	578		581	578	581	578	572	566	542	437	494	483	481	476	476	(107)	
Lifelong Learning	(253)																			0	
Programmes Director	(2)	3	3	3	3		3	3	3	3	3	3	3	3	3	6	6	6	6	3	
Public Health																13	13	13	13	13	
Management and Support	0	1	1	1	1		1	1	1	1	1	1	1	1	1	1	1	1	1	0	
<b>Total</b>	<b>(115)</b>	<b>2,151</b>	<b>2,114</b>	<b>2,110</b>	<b>2,105</b>		<b>2,075</b>	<b>2,050</b>	<b>2,022</b>	<b>1,975</b>	<b>1,903</b>	<b>1,979</b>	<b>1,944</b>	<b>1,936</b>	<b>1,936</b>	<b>1,936</b>	<b>1,936</b>	<b>1,936</b>	<b>(215)</b>		
<b>Place</b>																					
Business Team (Dev & Reg)	0	9	9	9	9		9	9	9	9	9	9	9	9	9	8	8	8	8	(1)	
Economic Development	1	118	116	118	119		118	118	118	119	118	116	119	119	119	119	119	119	118	118	0
Environmental Services	(29)	495	497	495	489		495	497	495	489	488	483	478	474	471	481	476	471	471	(24)	
Planning Services	5	80	79	77	79		77	77	77	79	79	80	86	86	88	90	89	88	88	8	
Strategic Housing	(71)																				
Transport & Infrastructure	46	156	156	156	155		156	156	156	155	155	166	171	166	169	170	169	165	165	9	
Waste PFI	(2)	2	1	1	1		1	1	1	1	1	1	1	1	1	1	1	1	1	0	
Management and Support	1	2	2	2	2		2	2	2	2	2	2	2	2	2	2	2	2	2	(1)	
<b>Total</b>	<b>(49)</b>	<b>862</b>	<b>860</b>	<b>858</b>	<b>854</b>		<b>852</b>	<b>857</b>	<b>866</b>	<b>858</b>	<b>857</b>	<b>866</b>	<b>857</b>	<b>857</b>	<b>858</b>	<b>869</b>	<b>862</b>	<b>851</b>	<b>851</b>	<b>(11)</b>	

AVERAGE NUMBER OF DAYS SICK PER FULL TIME EQUIVALENT (FTE)

Jul-13

Directorate	Department	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Target	Threshold	
Corporate Services	Democracy and Governance	12.25	12.36	11.82	10.95	10.81	8.93	9.35	9.04	8.42	7.14	6.60	7.01	9.00	10.50	
	Finance, Efficiencies, Technology & Asst	9.13	9.43	9.87	9.99	9.92	10.23	9.63	9.26	9.47	9.05	8.94	8.95	9.00	10.50	
	Human Resources and Organisational Dev	5.54	5.99	6.56	7.77	8.76	9.59	9.09	9.11	9.10	8.90	8.84	8.54	7.00	9.00	
	Customer Services	6.69	6.82	6.97	6.99	7.11	6.90	6.47	6.40	6.84	6.56	6.71	7.22	7.00	9.00	
	Management & Support (Corp Services)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	7.00	
	<b>DIRECTORATE TOTAL</b>	<b>8.59</b>	<b>8.87</b>	<b>9.17</b>	<b>9.32</b>	<b>9.31</b>	<b>9.33</b>	<b>8.88</b>	<b>8.63</b>	<b>8.77</b>	<b>8.29</b>	<b>8.18</b>	<b>8.30</b>	<b>8.50</b>		
Executive Office	Policy, Performance and Partnerships	5.51	5.60	5.22	6.73	10.82	12.95	9.98	8.11	7.98	8.22	7.17	6.25	7.00	8.00	
	Corporate Communications	8.38	5.33	5.33	5.25	5.25	5.33	5.17	5.58	5.58	5.00	3.42	1.58	7.00	8.00	
	Management & Support (Chief Executives)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	7.00	
	<b>EXECUTIVE OFFICE TOTAL</b>	<b>6.47</b>	<b>5.51</b>	<b>5.12</b>	<b>6.06</b>	<b>8.72</b>	<b>10.13</b>	<b>7.99</b>	<b>7.01</b>	<b>6.93</b>	<b>6.84</b>	<b>5.68</b>	<b>4.52</b>	<b>7.00</b>		
People	Joint Commissioning & Adult Social Care	14.04	14.23	14.44	15.11	15.11	14.74	13.69	13.23	13.14	12.38	11.75	12.01	11.00	12.00	
	Homes & Communities	8.44	8.35	8.03	7.63	7.85	8.02	8.16	8.42	7.45	7.18	6.68	6.82	7.00	8.00	
	Childrens Social Care	10.93	11.33	11.54	11.89	11.67	11.70	10.86	10.23	10.39	10.32	10.46	10.74	9.00	10.50	
	Education, Learning & Families	7.40	7.50	7.91	8.21	8.86	9.15	9.06	8.68	8.88	7.91	7.98	8.13	7.00	9.00	
	Programmes Director	3.67	3.67	3.67	3.67	2.33	2.33	3.33	3.33	3.33	1.67	1.67	1.50	6.00	7.00	
	<b>DIRECTORATE TOTAL (excluding Schools)</b>	<b>10.15</b>	<b>10.32</b>	<b>10.53</b>	<b>10.83</b>	<b>11.07</b>	<b>11.07</b>	<b>11.07</b>	<b>10.55</b>	<b>10.18</b>	<b>10.06</b>	<b>9.43</b>	<b>9.14</b>	<b>9.33</b>	<b>9.45</b>	
Place	Planning Services	3.29	3.50	4.18	3.35	4.96	3.86	4.79	3.45	4.26	4.73	4.74	5.09	7.00	9.00	
	Business Team (Dev & Reg)	1.16	1.16	1.42	1.03	3.49	6.33	8.91	13.54	16.02	22.30	22.30	22.30	7.00	7.00	
	Environmental Services	11.31	10.97	10.31	10.32	10.15	10.24	9.84	9.58	9.80	9.77	8.96	8.78	9.00	10.00	
	Economic Development	7.38	6.97	4.41	4.45	4.80	5.10	5.45	5.78	6.12	6.49	4.58	4.33	7.00	9.00	
	Strategic Housing															
	Transport & Infrastructure	7.58	7.77	9.45	10.47	9.46	9.12	7.84	7.18	6.86	3.46	7.53	8.07	9.00	10.50	
	<b>DIRECTORATE TOTAL</b>	<b>9.34</b>	<b>9.16</b>	<b>8.72</b>	<b>8.81</b>	<b>8.59</b>	<b>8.69</b>	<b>8.33</b>	<b>8.18</b>	<b>8.32</b>	<b>8.39</b>	<b>7.80</b>	<b>7.78</b>	<b>8.50</b>		
	<b>COUNCIL TOTAL (excluding Schools)</b>	<b>9.49</b>	<b>9.59</b>	<b>9.65</b>	<b>9.88</b>	<b>9.96</b>	<b>10.01</b>	<b>9.52</b>	<b>9.23</b>	<b>9.24</b>	<b>8.83</b>	<b>8.50</b>	<b>8.61</b>	<b>8.49</b>		

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# **BUDGET SCRUTINY RECOMMENDATIONS**

**Progress – August 2013**



**PLYMOUTH**  
CITY COUNCIL

**Progress report on recommendations made by the Overview and Scrutiny Management Board  
following Budget Scrutiny 2013 - 2014**

	<b>Recommendation</b>	<b>To</b>	<b>Cabinet Response February 2013</b>	<b>Progress Update August 2013</b>
1	Ask strategic partners operating in the city to be explicit about their plans to support the city in its priority for economic growth and job creation.	Leader	Support the recommendation, although work is already underway. Growth and Health and Wellbeing Boards currently addressing city priorities with partners. Revised Corporate Plan will summarise progress in July 2013	Businesses and partners are showing their commitment to the job creation and growth agendas in a number of ways. Many companies have signed up to the 1000 Club which has now helped over 1,000 people get in to work or employability training. There have also been hard investment decisions – such as that of Akkeron Group, Hymec, God TV for example – and the Growth Board has explicitly committed to the growth agenda by agreeing that the Local Economic Strategy (LES) review will be about furthering the growth agenda; by December 2013 there will be a reviewed LES which clearly identifies not only growth objectives / projects but who specifically will take responsibility for delivering them. In many instances it will not be the Council, but other organisations within, and outside of, the Growth Board.
2	Bring forward proposals for greater member involvement in capital prioritisation.	Leader	Agreed. Cabinet member for Finance has agreed to a review of capital programme arrangements by April 2013	Action complete.

	<b>Recommendation</b>	<b>To</b>	<b>Cabinet Response February 2013</b>	<b>Progress Update August 2013</b>
3	Consult with the Scrutiny Management Board prior to putting in place revised strategic partnership arrangements for the city.	Chief Executive	Agreed – pre-decision scrutiny by April 2013	The revised partnership arrangements are currently being developed and this work is being actively managed by the Chief Executive and CMT.
4	Discuss with the Scrutiny Management Board how scrutiny of future years' financial and service planning can be better undertaken to reflect the major challenges facing local government.	Chief Executive	Agreed – Leader, Cabinet and CMT will work with Scrutiny Management Board to review financial and service planning arrangements.	It is agreed that the scrutiny approach to future budget challenge will be discussed at the 04 <sup>th</sup> September 2013 Co-operative Scrutiny Board.
5	Publish targets for sickness and absence management by service for the coming year	Chief Executive	Agreed – revised targets will form part of performance monitoring for the new municipal year from May 2013	HR and OD provide scrutiny and services with regular breakdowns on performance against these targets. These figures are also available online.
6	Ensure that plans to address staff engagement are prepared as part of the service planning process, include targets and timescales, and are available for scrutiny.	Chief Executive	This is a commitment already made to scrutiny, and will form part of service planning arrangements from April 2013	Four engagement strands (political, staff, customer / community and partners) will be running through the service planning and blue print development as part of the on-going work that frames our values around everything we do. Benchmarks are available from existing staff surveys; however we will be looking to undertake more targeted work as part of the overall OD approach.

	<b>Recommendation</b>	<b>To</b>	<b>Cabinet Response February 2013</b>	<b>Progress Update August 2013</b>
7	Ensure that appropriate performance measures are in place for each service that support city priorities, and that Directors are held accountable for them.	Chief Executive	Agreed – this process is already underway and will form part of performance management arrangements from May 2013	A proposed Corporate Plan Performance Monitoring report for quarter 2 is being submitted to Cabinet 12 <sup>th</sup> November 2013 and Co-operative Scrutiny Board on the 27 <sup>th</sup> November for approval.
8	Translate the commitment of the Plymouth Hospitals NHS Trust to supporting the economic growth agenda in the city to specific partnership plans encompassing issues such as recruitment, supply chain management, apprenticeships and commercialisation of research and development.	Plymouth Hospitals NHS Trust	Recommend Management Board ask the Growth Board to consider the best way to take this recommendation forward	Ann James Chief Executive of Plymouth Hospitals NHS Trust, is now an active member of the Growth Board, and partnership work continues to progress in this area.
9	Commit to working with partners to ensure appropriate resources are in place to secure the future of the Sexual Assault Referral Centre in Plymouth, and of the city's domestic abuse services.	Devon and Cornwall Police	Cabinet endorse this recommendation to the Police and Crime Commissioner in respect of domestic abuse services, but suggest given previous NHS commitments, that the Sexual Assault Referral Centre Funding issue is raised with the appropriate health agency.	For 2013/14, funding has been secured from the Police & Crime Commissioner for the partnership element of the budget required for Domestic Abuse service commissioning, as agreed by Cabinet. We are awaiting confirmation of the Police & Crime Commissioner's commissioning intentions for 2014/15 onwards. Health and Police are re-commissioning the SARC, and the Council continues to keep a watching brief on this.

	<b>Recommendation</b>	<b>To</b>	<b>Cabinet Response February 2013</b>	<b>Progress Update August 2013</b>
10	Ensure that appropriate partnership protocols are in place to monitor and manage mental health provision in the city through the coming year.	Plymouth Community Healthcare	Recommend Management Board ask the Health and Wellbeing Board to consider the best way to take this recommendation forward	In July 2013 Caring Plymouth received a paper outlining the mental health review which will deliver pledge 90. The review will be overseen by the Cabinet Member for Public Health and Adult Social Care. A working group has been established from across health and social care services to support the day to day implementation. The review began in July 2013 and will be concluded by December 2013 with a draft report being submitted to Caring Plymouth on the 14 <sup>th</sup> November 2013.
11	Engage with the City Council over estate management in the city.	Devon and Somerset Fire and Rescue Service	Cabinet believes that there are greater priorities for joint work with DSFRS than estate management	On-going procurement discussions are being held with the Devon & Somerset Fire & Rescue Service to ensure closer links with the Devon Procurement Partnership (DPP) and for other collaborative spend.
12	Publish figures illustrating the impact of local procurement commitments on spend in the city	Cabinet Member for Finance	Agreed, will be reported from April 2013	Action complete.

	<b>Recommendation</b>	<b>To</b>	<b>Cabinet Response February 2013</b>	<b>Progress Update August 2013</b>
13	Plans for improving capacity in the community and voluntary sector are published, explicitly addressing concerns about leadership and sustainability across the sector	Cabinet Member for Co-operatives and Community Development	Already a commitment covered by the community and voluntary sector review	The Council has reviewed and re-commissioned its contract for Voluntary and Community Sector infrastructure in line with co-operative values. This has revamped the way we commission this work to redefine the leadership required and give greater focus on supporting grass roots community organisations. Further work is underway to improve our policies on Civil Society and neighbourhood working. Scrutiny is assisting in the development of the Civil Society policy.
14	The service plan for Public Health's first year as part of the Council is brought to the Management Board by the Director for Public Health, demonstrating how the transition will enhance city responses to health objectives	Cabinet Member for Public Health and Adult Social Care	Agreed, this work already scheduled as part of Public Health Transition Plan from April 2013	This was taken to Caring Plymouth on 4 July 2013.

	<b>Recommendation</b>	<b>To</b>	<b>Cabinet Response February 2013</b>	<b>Progress Update August 2013</b>
15	Firm plans are prepared showing how the city will address specific flood risks to the city where households have been flooded, and strategic transport infrastructure into the city has been affected.	Cabinet Member for Environment	Flood plans already in place, further capital investment subject to corporate prioritisation through Capital Programme Board, along with other city priorities	At the local level we are working with South West Water (SWW) and the Environment Agency (EA) to minimise flood risk issues across the city. Projects are being developed to address flooding in areas such as Colebrook and other known areas with a prevalence to flood, such as Arnold's Point Seawall adjacent to Embankment road and the improvement of infrastructure such as the renovation of Millbay tanks. These are being funded with funding support from the Flood Defence Grant. Work is being taken forward to identify and deliver further schemes across the city for funding year 14/15, working in collaboration with EA and SWW.
16	Publish Digital Plymouth plan with milestones and targets for digital inclusion, and demonstrating partner buy-in.	Leader	Work already scheduled for Growth and Prosperity Overview and Scrutiny Panel	The Digital Plymouth Group will use the Plymouth Plan to create a cross cutting digital strategy for the city. Plymouth has excellent connectivity - it is one of the top ten locations in the UK for Superfast Broadband therefore the priority is on maximising web and ICT exploitation. As part of this strategy Plymouth City Council has initiated the creation of the largest digital inclusion project of its kind in the country by bringing together a strong partnership of funding partners including: Plymouth City Council, BT, Plymouth Community Homes, Plymouth NHS, Job Centre Plus, schools FE and HE. The project aims to directly create 2,500 new regular internet users over three years while also enabling 10,000 new users through wider partnerships.

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