

# Public Document Pack



#coopscrutiny



## **Democratic Support**

Plymouth City Council  
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Published 22 November 2013

## **COOPERATIVE SCRUTINY BOARD SUPPLEMENT PACK**

Wednesday 27 November 2013

4.00 pm

Council House (Next to the Civic Centre)

### **Members:**

Councillor James, Chair

Councillor Mrs Aspinall, Vice Chair

Councillors Mrs Beer, Bowie, Casey, Darcy, Philippa Davey, Same Leaves, Murphy and Tuffin

Please find attached additional information for your consideration under agenda items 5, 9, 14 and 15.

**Tracey Lee**

Chief Executive

# **COOPERATIVE SCRUTINY BOARD**

## **AGENDA**

### **PART I – PUBLIC MEETING**

#### **5. WORK PROGRAMMES (Pages 1 - 4)**

The Cooperative Scrutiny Board will be asked to consider and approve the work programmes for each panel and receive a progress update from each Chair.

#### **9. CORPORATE MONITORING REPORT (Pages 5 - 8)**

The Cooperative Scrutiny Board will receive the corporate monitoring report including the HR information.

#### **14. RECOMMENDATIONS (Pages 9 - 10)**

To receive and consider recommendations from Panels, Cabinet and Council.

#### **15. COOPERATIVE REVIEW(S) (Pages 11 - 12)**

The Cooperative Scrutiny Board will be asked to consider cooperative review submitted by the Caring Plymouth Panel relating to Mental Health Review – Delivering Pledge 90.

# CARING PLYMOUTH

Work Programme 2013 - 2014



**PLYMOUTH**  
CITY COUNCIL

**Please note that the work programme is a 'live' document and subject to change at short notice. The information in this work programme is intended to be of strategic relevance and is subject to approval at the Cooperative Scrutiny Board.**

For general enquiries relating to the Council's Scrutiny function, including this committee's work programme, please contact Amelia Boulter, Democratic Support Officer, on 01752 304570.

Date of meeting	Agenda item	Purpose of the agenda item	Reason for consideration	Responsible Officer
04.07.13	Urgent Care - accident and emergency improvement plan - NHS111 commissioning	To look at the plans in place for dealing with emergencies	Public Interest	Jerry Clough (Director of Western Locality) (speak to Amanda Nash)
	Public Health	Plans for next 12 – 18 months	New Council Service	Debbie Stark – Interim Joint Director of Public Health Carole Burgoyne – Director for Place
	Healthwatch	What are their plans for the first 12 months of operation?	New Council contract	Vicky Shipway – Chief Executive for Colebrook Society Ltd Craig McArdle – Head of Strategic Commissioning, Adult Social Care
26.09.13	Social Care Budgets	To receive a report on the social care budgets to include delivery plans and update on personalisation.		Dave Simpkins – Interim AD for Joint Commissioning
	Health & Well Being Strategy	To receive a progress report on the development of the Health and Wellbeing Strategy.	To note	Ross Jago – Research and Policy Officer
	Disabled Parking at Derriford Hospital	To look at the plans for disabled parking at Derriford Hospital.	Part of the consultation process prior to plans being submitted to Planning for approval.	Andrew Davis

Date of meeting	Agenda item	Purpose of the agenda item	Reason for consideration	Responsible Officer
14.11.13	Carers Strategy	To be provided with an update on the strategy.	Strategy due for a refresh in 2013.	Debbie Butcher
	Dementia Strategy	To be provided with an update on the strategy.		Debbie Butcher
	Pledge 90 – Mental Health Review	To receive a further update on the progress on the mental Health Review.	Review of findings.	Craig McArdle
13.02.14 Date to be changed	Integrated Transformation Fund	To review the plan prior to submission to the Department of Health on 15.02.14.	Review the plan.	Craig McArdle and Paul O'Sullivan
	Children's Health	To give the panel an understanding of children's health – - Vaccinations - School nursing/health visitors - Referrals - breastfeeding	Children's Health previously addressed by the CYP OSP.	Public Health School Nurse Service Health Visitor
	Health and Social Care Transformation			Carole Burgoyne
	Review of Car Parking Charges at Derriford Hospital	To have input into the consultation process on car parking charges at the hospital.		Andrew Davies – Derriford Hospital Trust
06.03.14	Recommendations from Budget Scrutiny			
	Safeguarding Adults Board			
	Continuing Health Care	Process/Costs to PCC		
03.04.14	Unused Prescription Drugs	Pre-meeting to take place as to whether this item should be looked at by the panel.	Raised as a concern by a councillor.	David Bearman

Scrutiny Review Proposals	Description
Health Accountability Forum	The forum is an opportunity for Plymouth Hospitals NHS Trust (PHNT) to answer any questions on any concerns and issues raised by members of the public and members of the Caring Plymouth Panel. The forum may lead to more specific items to be explored further in a Co-operative Review.
Dementia Strategy Review	PID to be produced.
Carers Strategy Refresh	PID to be produced.
Pledge 90 – Mental Health Review	In May 2012, Plymouth City Council announced 100 pledges around

	the 10 priority areas identified in the Corporate Plan. Pledge 90 was to 'conduct a wide ranging review of the adequacy of mental health service and support in the city alongside mental health providers and charities'.
Maternity Services	
Stroke Services Pathway	
Cancer Waiting Times	

One-off session

To cover the relationship between the Health and Wellbeing Board, NEW Devon CCG and Local Area Team to look at roles and responsibilities.

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# **COOPERATIVE SCRUTINY BOARD**

Corporate Monitoring Report (as at 30 September 2013)



**PLYMOUTH**  
CITY COUNCIL

<b>WORK FORCE: FULL TIME EQUIVALENTS</b>																	
Sep-13	2010/11	2011/12	2012 / 13	Change 2012/13	Oct 12	Nov 12	Dec 12	Jan 13	Feb 13	Mar 13	Apr 13	May 13	June 2013	July 2013	Aug 2013	Sept 2013	Change in rolling 12 months
	3671.60	3248.50	3063.00	-185.50	3239.60	3235.10	3212.40	3193.90	3163.70	3063.00	3111.00	3077.21	3028.70	3013.40	2995.40	3002.60	(237.00)
<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	22.90	21.90	21.90	21.04	22.00	23.00	24.00	25.00	1.10
<b>Total</b>	<b>35.90</b>	<b>35.90</b>	<b>34.90</b>	<b>33.90</b>	<b>33.90</b>	<b>33.90</b>	<b>33.90</b>	<b>33.90</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>36.00</b>	<b>37.00</b>	<b>1.10</b>
<b>Corporate Services</b>																	
Customer Services					142.20	144.10	170.10	169.10	169.60	161.20	166.10	162.26	157.60	159.70	158.50	150.70	8.50
Democracy and Governance					87.90	89.50	87.60	89.20	87.20	86.50	87.50	89.74	90.30	88.30	87.30	87.20	(0.70)
Finance, Efficiencies, Technology & Asst					510.80	510.00	481.90	482.70	478.50	467.50	463.20	462.53	446.40	443.20	436.90	450.80	(60.00)
Human Resources and Organisational Dev					86.90	86.90	86.90	84.70	84.70	83.30	83.30	79.76	79.90	80.00	79.60	79.80	(7.10)
Management and Support					2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	1.00	0.00	(2.00)
<b>Total</b>	<b>829.80</b>	<b>832.50</b>	<b>828.50</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>763.30</b>	<b>768.50</b>	<b>768.50</b>	<b>763.30</b>	<b>768.50</b>	<b>(61.30)</b>	
<b>People</b>																	
Childrens Social Care					339.40	339.80	338.10	329.10	310.40	310.20	305.20	288.89	279.20	279.60	284.00	285.10	(54.30)
Education, Learning & Families					563.60	564.70	553.70	544.20	539.30	539.60	542.00	513.40	506.90	504.70	499.00	492.90	(70.70)
Homes & Communities					226.60	225.50	224.50	225.00	240.50	239.40	244.40	250.61	247.70	248.50	248.20	251.90	25.30
Joint Commissioning & Adult Social Care					446.00	443.80	439.20	433.90	416.40	344.00	386.10	376.88	373.90	370.10	365.50	371.00	(75.00)
Lifelong Learning					3.00	3.00	3.00	3.00	3.00	3.00	3.00	6.00	6.00	6.00	5.00	4.00	0.00
Programmes Director					1.00	1.00	1.00	1.00	1.00	1.00	1.00	11.93	11.90	11.90	12.90	12.70	12.70
Public Health					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
Management and Support					1579.60	1577.80	1559.60	1536.20	1510.70	1437.20	1481.70	1448.71	1426.60	1421.70	1415.60	1418.60	(161.00)
<b>Place</b>																	
Business Team (Dev & Reg)					7.70	7.70	7.70	7.70	7.70	7.70	7.70	6.71	6.80	6.80	6.80	6.40	(1.30)
Economic Development					106.00	105.80	104.80	102.30	105.30	105.30	105.30	105.88	106.00	105.00	105.00	105.00	(1.00)
Environmental Services					484.80	479.20	478.40	475.20	470.70	467.10	464.10	471.89	467.90	463.50	460.50	457.00	(27.80)
Planning Services					71.00	71.80	72.00	72.50	77.50	77.50	79.50	79.40	78.40	77.40	77.40	78.10	7.10
Strategic Housing																	
Transport & Infrastructure					120.70	120.50	121.70	131.30	133.60	129.70	133.60	133.28	130.80	128.80	128.90	130.10	9.40
Waste PFI					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	1.00	1.00	1.00	1.00	1.00	(1.00)
<b>Total</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>779.60</b>	<b>777.60</b>	<b>779.60</b>	<b>777.60</b>	<b>779.60</b>	<b>777.60</b>	<b>(15.60)</b>



<b>WORKFORCE: HEADCOUNT (NUMBER OF EMPLOYEES)</b>												
Establishment Report (Headcount)	Change in rolling 12 months											
	Mar-10	Mar-11	Mar-12	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Change in rolling 12 months	
Council Wide	4,751	4,713	4,155	3,838	2012/13	2012/13	2012/13	2012/13	2012/13	2012/13	2012/13	2012/13
Executive Office												
Corporate Communications												
Management & Support (Chief Executive)												
Policy, Performance and Partnerships												
<b>Total</b>	<b>(3)</b>	<b>(3)</b>	<b>(3)</b>	<b>(3)</b>	<b>(3)</b>	<b>(3)</b>	<b>(3)</b>	<b>(3)</b>	<b>(3)</b>	<b>(3)</b>	<b>(3)</b>	<b>(3)</b>
<b>Corporate Services</b>												
Customer Services												
Democracy and Governance												
Finance, Efficiencies, Technology & Asst												
Human Resources and Organisational Dev												
Management and Support												
<b>Total</b>	<b>(82)</b>	<b>(82)</b>	<b>(82)</b>	<b>(82)</b>	<b>(82)</b>	<b>(82)</b>	<b>(82)</b>	<b>(82)</b>	<b>(82)</b>	<b>(82)</b>	<b>(82)</b>	<b>(82)</b>
<b>People</b>												
Childrens Social Care												
Education, Learning & Families												
Homes & Communities												
Joint Commissioning & Adult Social Care												
Lifelong Learning												
Programmes Director												
Public Health												
Management and Support												
<b>Total</b>	<b>(115)</b>	<b>(115)</b>	<b>(115)</b>	<b>(115)</b>	<b>(115)</b>	<b>(115)</b>	<b>(115)</b>	<b>(115)</b>	<b>(115)</b>	<b>(115)</b>	<b>(115)</b>	<b>(115)</b>
<b>Place</b>												
Business Team (Dev & Reg)												
Economic Development												
Environmental Services												
Planning Services												
Strategic Housing												
Transport & Infrastructure												
Waste PFI												
Management and Support												
<b>Total</b>	<b>(49)</b>	<b>(49)</b>	<b>(49)</b>	<b>(49)</b>	<b>(49)</b>	<b>(49)</b>	<b>(49)</b>	<b>(49)</b>	<b>(49)</b>	<b>(49)</b>	<b>(49)</b>	<b>(49)</b>

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

Sep-13

Directorate	Department	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Target	Threshold	
Corporate Services	Democracy and Governance	11.82	10.95	10.81	8.93	9.35	9.04	8.42	7.14	6.60	7.01	7.41	0.00	9.00	10.50	
	Finance, Efficiencies, Technology & Asst	9.87	9.99	9.92	10.23	9.63	9.26	9.47	9.05	8.94	8.95	8.18	7.22	9.00	10.50	
	Human Resources and Organisational Dev	6.56	7.77	8.76	9.59	9.09	9.11	9.10	8.90	8.84	8.84	8.54	8.02	6.97	7.00	
	Customer Services	6.97	6.99	7.11	6.90	6.47	6.40	6.84	6.56	6.71	7.22	6.91	7.15	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	3.00	0.00	5.00	
	<b>DIRECTORATE TOTAL</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>7.80</b>	<b>7.11</b>	<b>8.50</b>		
Executive Office	Policy, Performance and Partnerships	5.22	6.73	10.82	12.95	9.98	8.11	7.98	8.22	7.17	6.25	7.26	6.38	7.00	8.00	
	Corporate Communications	5.33	5.25	5.25	5.33	5.17	5.58	5.58	5.00	3.42	1.58	0.50	0.50	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>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>4.87</b>	<b>4.46</b>	<b>7.00</b>	
People	Joint Commissioning & Adult Social Care	14.44	15.11	15.11	14.74	13.69	13.23	13.14	12.38	11.75	12.01	11.72	11.06	11.00	12.00	
	Homes & Communities	8.03	7.63	7.85	8.02	8.16	8.42	7.45	7.18	6.68	6.82	6.78	6.50	7.00	8.00	
	Childrens Social Care	11.54	11.89	11.67	11.70	10.86	10.23	10.39	10.32	10.46	10.74	11.16	11.07	9.00	10.50	
	Education, Learning & Families	7.91	8.21	8.86	9.15	9.06	8.68	8.88	7.91	7.98	7.98	8.13	7.86	7.76	9.00	
	Programmes Director	3.67	3.67	2.33	2.33	3.33	3.33	3.33	1.67	1.67	1.67	1.50	5.20	7.00	7.00	
	<b>DIRECTORATE TOTAL (excluding Schools)</b>	<b>10.53</b>	<b>10.83</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>9.25</b>	<b>9.02</b>	<b>9.45</b>		
Place	Planning Services	4.18	3.35	4.96	3.86	4.79	3.45	4.26	4.73	4.74	5.09	4.58	5.13	7.00	9.00	
	Business Team (Dev & Reg)	1.42	1.03	3.49	6.33	8.91	13.54	16.02	22.30	22.30	22.30	22.13	18.98	7.00	7.00	
	Environmental Services	10.31	10.32	10.15	10.24	9.84	9.58	9.80	9.77	8.96	8.78	7.28	7.50	9.00	10.00	
	Economic Development	4.41	4.45	4.80	5.10	5.45	5.78	6.12	6.49	4.58	4.33	4.37	4.20	7.00	9.00	
	Strategic Housing															
	Transport & Infrastructure	9.45	10.47	9.46	9.12	7.84	7.18	6.86	3.46	7.53	8.07	8.39	7.45	9.00	10.50	
	<b>DIRECTORATE TOTAL</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>6.91</b>	<b>6.89</b>	<b>8.50</b>		
	<b>COUNCIL TOTAL (excluding Schools)</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>8.22</b>	<b>7.90</b>	<b>8.49</b>		

# COOPERATIVE SCRUTINY BOARD

Recommendations from Caring Plymouth Panel



**PLYMOUTH**  
CITY COUNCIL

Date/min number	Resolution / Recommendation	Response
14.11.2013 Minute 26	<p><b>Carers Strategy</b></p> <p><u>Agreed</u> that a review of the Carers Strategy takes place in the New Year following the consultation period and to review the action plan.</p>	
14.11.2013 Minute 27	<p><b>Dementia Strategy</b></p> <p><u>Agreed</u> that a review of the Dementia Strategy takes place in the New Year to review the action plan.</p>	
14.11.2013 Minute 29	<p><b>Pledge 90 – Mental Health Review</b></p> <p><u>Agreed</u> that a review of Pledge 90, Mental Health takes place in December 2013.</p>	
14.11.2013 Minute 31	<p><b>Work Programme</b></p> <p>The Panel noted the work programme and <u>agreed</u> that the next meeting is re-arranged for the purpose of the panel having sight of the Integrated Transformation Fund Plan prior to submission to the Department of Health on 15 February 2014.</p>	

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# REQUEST FOR A COOPERATIVE REVIEW



Please submit this document to Democratic Support once complete.

The request will be submitted to the Co-operative Scrutiny Board for consideration against the approval criteria and you will be notified of its success. If the Board approve the request for a Co-operative Review on the subject matter below then a project plan will be completed and you may be asked for further information.

<b>What is the name of the review?</b>	<b>Mental Health Review – Delivering Pledge 90</b>
<b>Please provide a brief outline of the subject and scope of the review?</b>	In May 2012, Plymouth City Council announced 100 pledges around the 10 priority areas identified in the Corporate Plan. Pledge 90 was to ‘conduct a wide ranging review of the adequacy of mental health service and support in the city alongside mental health providers and charities’.
<b>Please outline the reasons as to why you believe a review needs to take place?</b>	To consider all the findings to date and ensure all groups have been properly consulted. To review – <ul style="list-style-type: none"> <li>- the needs assessment and supply of mental health services</li> <li>- performance on mental health outcomes</li> <li>- service user and carer views</li> <li>- community and stakeholder views</li> </ul>
<b>What will the review attempt to achieve?</b>	Improved Mental Health Services
<b>Who will benefit from the review?</b>	Service users, carers, family, friends, health providers and charities.
<b>How long do you think the review might take?</b>	1 Day
<b>When do you think the review should commence and why?</b>	16 December 2013 The review to be concluded by the end of December 2013 in order to inform future commissioning decisions.
<b>When do you think the review should be completed by and why?</b>	20 December 2013 The review to be concluded by the end of December 2013 in order to inform future commissioning decisions and ready for submission to the Health and Wellbeing Board Meeting on 16 January 2014.
<b>Review requested by?</b>	Councillor Mrs Aspinall

Date:		Date:	
Scrutiny Review Approved/Rejected			
If approved initial Project Plan meeting date:			