



**Democratic Support**

Plymouth City Council  
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#coopscrutiny

## **CO-OPERATIVE SCRUTINY BOARD SUPPLEMENT I**

Wednesday 23 July 2014  
4.00 pm  
Council House (Next to the Civic Centre)

**Members:**

Councillor James, Chair

Councillor Mrs Aspinall, Vice Chair

Councillors Mrs Beer, Bowie, Darcy, Philippa Davey, Jordan, Sam Leaves, Murphy, Jon Taylor and Kate Taylor.

Please find attached additional information for your consideration under agenda items 5, 11 and 15.

**Tracey Lee**

Chief Executive

# **CO-OPERATIVE SCRUTINY BOARD**

## **AGENDA**

### **PART I – PUBLIC MEETING**

#### **5. WORK PROGRAMMES (Pages 1 - 2)**

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

#### **11. COSTS AND BENEFITS MONITORING INFORMATION FOR TRANSFORMATION (TO FOLLOW) (Pages 3 - 6)**

The Board will receive monitoring information for the costs and benefits of the transformation programme.

#### **15. CO-OPERATIVE REVIEW(S) (Pages 7 - 10)**

The Co-operative Scrutiny Board will be asked to consider cooperative review(s) (if any).

**AMBITIOUS PLYMOUTH****DRAFT**

Work Programme 2014 - 2015


**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 Lynn Young, Democratic Support Officer, on 01752 304163.

Date of meeting	Agenda item	Purpose of the agenda item	Reason for consideration	Responsible Officer
9.6.2014	Overview of Priorities for Ambitious Plymouth	To help inform the work programme and cooperative review discussion		Carol Burgoyne – Strategic Director for People
	Presentation on POD Transformation Business Case	To help inform Members of the POD business case	Overview presentation to update Members	Les Allen - POD Programme Manager
	Plymouth Education Catering Services – Local Authority Trading Company	To enable Members to scrutinise the business case before it is submitted to Cabinet on 17 June 2014	Transformation Key Decision	Craig Williams
1.9.2014	Missing, Intervention and Support Team (MIST)	To review the service and delivery of the 'Be-Wise to Sexual Exploitation' training programme, in preparation for a review	Service Review	John Miller, Head of Youth Services and Stuart Palmer, Assistant Director for Homes and Communities
	Safeguarding	To provide Members with an overview of the work carried out by the Safeguarding Team	Performance and provision	Simon White, Safeguarding Children's Board Manager
	Children's Social Care	To receive an update of the Children's Social Care Service	Performance and Provision	Alison Botham, Assistant Director for Children's Social Care
	PACLS	To provide Members with an update on the transformation of PACLS	Overview report to update Members prior to Cabinet	Tracy Hewett – Principal Senior Education Officer
13.10.2014	Youth Services	To receive an update following the completion of the restructure of Youth Services	Service review	John Miller, Head of Youth Services and Stuart Palmer, Assistant Director for Homes and Communities
	City of Culture Bid	To review the provision and use of the city's libraries and museums, Mount Edgumbe House and Country Park, and other leisure facilities, with a focus on future City of Culture bids	Service review	David Draffan, Assistant Director for Economic Development and Nicola Moyle, Head of Arts and Heritage
	Presentation on POD Transformation Business Case	To provide Members with an update of the POD business case, in particular details of workforce development	Overview presentation to update Members	Les Allen - POD Programme Manager

Date of meeting	Agenda item	Purpose of the agenda item	Reason for consideration	Responsible Officer
8.12.14	Plymouth Education Catering Services - Local Authority Trading Co-operative Company	To receive an update on Plymouth Education Catering Services and the creation of a Local Authority Trading Co-operative Company, following the panel's presentation on 9.6.14	Service review	Brad Pearce, Education Catering Manager
19.1.2015				
30.3.2015				
<b>NEW – items not yet allocated a date</b>				
Children's Centre Contract				
School organisation/Published Admission Numbers (PAN)				
<b>Items already agreed by the Cooperative Scrutiny Board 2013/14</b>				
<b>Scrutiny Review Proposals</b>				
		<b>Description</b>		
'Be-wise to Child Sexual Exploitation'				

2014/15 Transformation Expenditure Forecast @ 1st July 2014

£k

	Actual			Forecasted									Total	Budget	Variance: Under / (over) budget
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar			
<b>1) Programme costs</b>															
CCO	46	44	35	49	80	80	52	38	38	29	29	29	550	1,000	450
IHWB	22	23	26	55	82	82	53	40	40	40	40	39	542	500	(42)
GAME	33	31	33	64	176	177	146	55	49	48	48	48	908	800	(108)
CST	12	11	18	41	121	120	51	38	38	29	29	29	539	600	61
P&OD	36	35	38	41	78	61	52	30	30	30	30	30	489	400	(89)
Non-Allocatable central costs	73	73	74	77	90	93	81	70	70	70	70	70	909	700	(209)
<b>Total Human investment costs</b>													3,937	4,000	63
<b>2) Other costs</b>	4	4	8	155	135	188	123	122	121	121	121	153	1,255	1,300	45
													Projected costs	Budget	Variance
<b>3) Grand Total</b>	227	223	232	482	762	800	557	392	386	367	366	397	5,192	5,300	108

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Transformation Income / Benefits	April	May	June	July	August	September	October	November	December	January	February	March	Annual Total
	1	2	3	4	5	6	7	8	9	10	11	12	
<b>IHWB</b>													
<b>CCG contribution to Programme costs</b>													
CCG contribution to Programme costs				(22,222)	(22,222)	(22,222)	(22,222)	(22,222)	(22,222)	(22,222)	(22,222)	(22,222)	(200,000)
<b>Subtotal CCG contribution to Programme costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(22,222)</b>	<b>(22,222)</b>	<b>(22,222)</b>	<b>(22,222)</b>	<b>(22,222)</b>	<b>(22,222)</b>	<b>(22,222)</b>	<b>(22,222)</b>	<b>(22,222)</b>	<b>(200,000)</b>
<b>Integrated Commissioning</b>													
Strategic review of all existing people directorate functions				(36,111)	(36,111)	(36,111)	(36,111)	(36,111)	(36,111)	(36,111)	(36,111)	(36,111)	(325,000)
<b>Subtotal Strategic review of existing people directorate functions</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(36,111)</b>	<b>(36,111)</b>	<b>(36,111)</b>	<b>(36,111)</b>	<b>(36,111)</b>	<b>(36,111)</b>	<b>(36,111)</b>	<b>(36,111)</b>	<b>(36,111)</b>	<b>(325,000)</b>
<b>Integrated Provision</b>													
Review all remaining in house provision across people directorate				(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(58,333)	(525,000)
<b>Subtotal Review all remaining in house provision</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(58,333)</b>	<b>(58,333)</b>	<b>(58,333)</b>	<b>(58,333)</b>	<b>(58,333)</b>	<b>(58,333)</b>	<b>(58,333)</b>	<b>(58,333)</b>	<b>(58,333)</b>	<b>(525,000)</b>
<b>Integrated CYP</b>													
Progression of ELAFS Projects				(61,000)	(61,000)	(61,000)	(61,000)	(61,000)	(61,000)	(61,000)	(61,000)	(62,000)	(550,000)
<b>Subtotal Progression of ELAFS Projects</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(61,000)</b>	<b>(61,000)</b>	<b>(61,000)</b>	<b>(61,000)</b>	<b>(61,000)</b>	<b>(61,000)</b>	<b>(61,000)</b>	<b>(61,000)</b>	<b>(62,000)</b>	<b>(550,000)</b>
<b>Total IHWB Income / Savings</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(177,667)</b>	<b>(177,667)</b>	<b>(177,667)</b>	<b>(177,667)</b>	<b>(177,667)</b>	<b>(177,667)</b>	<b>(177,667)</b>	<b>(177,667)</b>	<b>(178,667)</b>	<b>(1,600,000)</b>
<b>CST</b>													
<b>FTE savings</b>													
FTE savings across shop, customer service and customer options		(50,131)					(162,902)	(12,193)	(12,193)	(12,193)	(12,193)	(12,193)	(274,000)
<b>Total CST Savings</b>	<b>0</b>	<b>(50,131)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(162,902)</b>	<b>(12,193)</b>	<b>(12,193)</b>	<b>(12,193)</b>	<b>(12,193)</b>	<b>(12,193)</b>	<b>(274,000)</b>
<b>CCO</b>													
<b>ICT savings</b>													
Staff member retiring	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(30,000)
Staff requested VRS	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(60,000)
Staff savings estimated by DELT Re-Org				(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(225,000)
Existing Management Action re: TP contracts	(1,666)	(1,666)	(1,666)	(1,666)	(1,667)	(1,667)	(1,667)	(1,667)	(1,667)	(1,667)	(1,667)	(1,667)	(20,000)
Savings generated from re- tender of Mobile Contract & Telephony review	(5,833)	(5,833)	(5,833)	(5,833)	(5,833)	(5,833)	(5,833)	(5,833)	(5,834)	(5,834)	(5,834)	(5,834)	(70,000)
<b>Subtotal ICT Savings</b>	<b>(14,999)</b>	<b>(14,999)</b>	<b>(14,999)</b>	<b>(39,999)</b>	<b>(40,000)</b>	<b>(40,000)</b>	<b>(40,000)</b>	<b>(40,000)</b>	<b>(40,001)</b>	<b>(40,001)</b>	<b>(40,001)</b>	<b>(40,001)</b>	<b>(405,000)</b>
<b>Concierge savings</b>													
Salary Savings	(20,908)	(20,908)	(20,908)	(11,130)	(11,130)	(11,130)	(11,130)	(11,130)	(11,130)	(11,130)	(11,130)	(11,130)	(162,895)
<b>Subtotal Concierge Savings</b>	<b>(20,908)</b>	<b>(20,908)</b>	<b>(20,908)</b>	<b>(11,130)</b>	<b>(11,130)</b>	<b>(11,130)</b>	<b>(11,130)</b>	<b>(11,130)</b>	<b>(11,130)</b>	<b>(11,130)</b>	<b>(11,130)</b>	<b>(11,130)</b>	<b>(162,895)</b>
<b>Total CCO savings</b>	<b>(35,907)</b>	<b>(35,907)</b>	<b>(35,907)</b>	<b>(51,129)</b>	<b>(51,130)</b>	<b>(51,130)</b>	<b>(51,130)</b>	<b>(51,130)</b>	<b>(51,131)</b>	<b>(51,131)</b>	<b>(51,131)</b>	<b>(51,131)</b>	<b>(567,895)</b>
<b>GAME</b>													
<b>Growth Dividend</b>													
New Home Bonus	(1,189,000)												(1,189,000)
Council Tax												(500,000)	(500,000)
Business Rates (NNDR)												(850,000)	(850,000)
<b>Subtotal Growth Dividend</b>	<b>(1,189,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,350,000)</b>	<b>(2,539,000)</b>
<b>Income streams new/increases/contract renegotiation</b>													
Income streams new/increases/contract renegotiation										(133,333)	(133,333)	(133,333)	(400,000)
<b>Subtotal Income streams new/increases/contract renegotiation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(133,333)</b>	<b>(133,333)</b>	<b>(133,333)</b>	<b>(400,000)</b>
<b>Street Service review + Fleet</b>													
Fleet services consolidation							(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(300,000)
Street services restructure								(68,000)	(108,000)	(108,000)	(108,000)	(108,000)	(500,000)
<b>Subtotal Street Service review + Fleet</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(50,000)</b>	<b>(118,000)</b>	<b>(158,000)</b>	<b>(158,000)</b>	<b>(158,000)</b>	<b>(158,000)</b>	<b>(800,000)</b>
<b>Commercialisation</b>													
Extension of commercial waste collection service							(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(300,000)
<b>Subtotal commercialisation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(50,000)</b>	<b>(300,000)</b>
<b>Total GAME Income / Savings</b>	<b>(1,189,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(100,000)</b>	<b>(168,000)</b>	<b>(208,000)</b>	<b>(341,333)</b>	<b>(341,333)</b>	<b>(1,691,333)</b>	<b>(4,039,000)</b>
<b>Total Transformation Income / Savings</b>	<b>(1,224,907)</b>	<b>(86,038)</b>	<b>(35,907)</b>	<b>(228,796)</b>	<b>(228,797)</b>	<b>(228,797)</b>	<b>(491,699)</b>	<b>(408,990)</b>	<b>(448,991)</b>	<b>(582,325)</b>	<b>(582,325)</b>	<b>(1,933,325)</b>	<b>(6,480,895)</b>

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# REQUEST FOR A CO-OPERATIVE REVIEW



**PLYMOUTH**  
CITY COUNCIL

<p><b>What is the name of the review?</b></p>	<p><b>Creating a Brilliant Co-operative Street Service</b></p> <p><b>Growth and Municipal Enterprise Transformation Programme</b></p>
<p><b>Please provide a brief outline of the subject and scope of the review?</b></p>	<p><b>Creating a Brilliant Co-operative Street Service</b></p> <p>The panel will review the detailed business case and receive evidence from officers and stakeholders. The session will examine -</p> <ul style="list-style-type: none"> <li>• impact and outcomes of the proposed programme;</li> <li>• the costs and benefits of the proposed programme;</li> <li>• the link between the detailed business case and the Council's Values;</li> <li>• how the Council will or has engaged with partners, the community and other stakeholders to achieve the transformation objectives.</li> </ul>
<p><b>Please outline the reasons as to why you believe a review needs to take place?</b></p>	<p>Decisions on the business plan will have a potential impact on one or more sections of the community and is considered an issue of concern to the partners and stakeholders.</p> <p>The review satisfies the Co-operative Scrutiny Board and the current administration's request that the Transformation Programme and the Fairer Charging Policy are subject to pre-decision scrutiny.</p>
<p><b>What will the review attempt to achieve?</b></p>	<p>The review will –</p> <ul style="list-style-type: none"> <li>• assist the Council's executive in transforming the Council and, thereby, delivering a balanced budget;</li> <li>• hold the executive to account for the quality and impact of specific projects and initiatives within the Transformation Programme;</li> <li>• ensure that the Transformation Programme is delivered in a way that is consistent with the Council's values, particularly the need to reflect the views of residents.</li> </ul>
<p><b>Who will benefit from the</b></p>	<p>Communities and service users, members of the public, Councillors, Officers and Partners.</p>

<b>review?</b>	
<b>How long do you think the review might take?</b>	A single session will be required to consider this item.
<b>When do you think the review should commence and why?</b>	<p>The scrutiny review will be chaired by the Chair of the Working Plymouth Panel. Members of both the Working Plymouth and Your Plymouth Panels will be invited to sit on the review. If Panel members are unable to resource the review councillors will be sought from the wider non-executive membership.</p> <p>The scrutiny review will take place before Cabinet consider the Full Business Case.</p>
<b>When do you think the review should be completed by and why?</b>	As above.
<b>Review requested by?</b>	This review results from the planned scrutiny of the transformation programme as agreed by the Co-operative Scrutiny Board on the 25 June 2014.

Received in Democratic Support Section:		Reviewed by the Co-operative Scrutiny Board:	
Date:		Date:	
Scrutiny Review Approved/Rejected			
If approved initial Project Plan meeting date:			

# REQUEST FOR A CO-OPERATIVE REVIEW



<p><b>What is the name of the review?</b></p>	<p><b>WASTE COLLECTION REORGANISATION PROJECT</b></p> <p><b>Growth and Municipal Enterprise Transformation Programme</b></p>
<p><b>Please provide a brief outline of the subject and scope of the review?</b></p>	<p><b>Creating a Brilliant Co-operative Street Service</b></p> <p>The panel will review the detailed business case and receive evidence from officers and stakeholders. The session will examine -</p> <ul style="list-style-type: none"> <li>• impact and outcomes of the proposed programme;</li> <li>• the costs and benefits of the proposed programme;</li> <li>• the link between the detailed business case and the Council's Values;</li> <li>• how the Council will or has engaged with partners, the community and other stakeholders to achieve the transformation objectives.</li> </ul>
<p><b>Please outline the reasons as to why you believe a review needs to take place?</b></p>	<p>Decisions on the business plan will have a potential impact on one or more sections of the community and is considered an issue of concern to the partners and stakeholders.</p> <p>The review satisfies the Co-operative Scrutiny Board and the current administration's request that the Transformation Programme and the Fairer Charging Policy are subject to pre-decision scrutiny.</p>
<p><b>What will the review attempt to achieve?</b></p>	<p>The review will –</p> <ul style="list-style-type: none"> <li>• assist the Council's executive in transforming the Council and, thereby, delivering a balanced budget;</li> <li>• hold the executive to account for the quality and impact of specific projects and initiatives within the Transformation Programme;</li> <li>• ensure that the Transformation Programme is delivered in a way that is consistent with the Council's values, particularly the need to reflect the views of residents.</li> </ul>
<p><b>Who will benefit from the</b></p>	<p>Communities and service users, members of the public,</p>

<b>review?</b>	Councillors, Officers and Partners.
<b>How long do you think the review might take?</b>	A single session will be required to consider this item.
<b>When do you think the review should commence and why?</b>	<p>The scrutiny review will be chaired by the Chair of the Working Plymouth Panel. Members of both the Working Plymouth and Your Plymouth Panels will be invited to sit on the review. If Panel members are unable to resource the review councillors will be sought from the wider non-executive membership.</p> <p>The scrutiny review will open and close on the 8<sup>th</sup> August 2014. This is to ensure that adequate time is allotted to discussion and the preparation of draft recommendations, to be provided to Cabinet in order to assist with decision making.</p>
<b>When do you think the review should be completed by and why?</b>	As above.
<b>Review requested by?</b>	This review results from the planned scrutiny of the transformation programme as agreed by the Co-operative Scrutiny Board on the 25 June 2014.

Received in Democratic Support Section:	Reviewed by the Co-operative Scrutiny Board:
Date: <input type="text"/>	Date: <input type="text"/>
Scrutiny Review Approved/Rejected	<input type="text"/>
If approved initial Project Plan meeting date:	<input type="text"/>