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OVERVIEW AND SCRUTINY MANAGEMENT BOARD

AGENDA SUPPLEMENT PACK 2

DATE: WEDNESDAY 2 DECEMBER 2009
TIME: 2.00 PM
PLACE: COUNCIL HOUSE (NEXT TO THE CIVIC CENTRE)

Committee Members –

Councillor James, Chair
Councillor Mrs Watkins, Vice Chair
Councillors Coker, Fox, Purnell, Roberts, Thompson, Viney and Wildy

Co-opted Representative –

Mr D Fletcher (Chamber of Commerce)

Substitutes–:

Named substitutes from the Panels may act as a substitute member provided that they do not have a personal and prejudicial interest in the matter under review.

Members are invited to attend the above meeting to consider the items of business overleaf.

Members and Officers are requested to sign the attendance list at the meeting.

BARRY KEEL
CHIEF EXECUTIVE

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

10. QUARTERLY REPORTS (TO FOLLOW):

- 10a To receive quarterly reports from each Panel and O & S Management Board **(Pages 1 - 4)**

CITY OF PLYMOUTH

Subject: Overview & Scrutiny Management Board Quarterly Scrutiny Report
Committee: Overview & Scrutiny Management Board
Date: 2 December 2009
CMT Member: Ian Gallin (Assistant Chief Executive)
Author: Giles Perritt, Head of Policy, Performance and Partnerships
Contact: giles.perritt@plymouth.gov.uk
Ref:
Part: Part I

Executive Summary:

This report sets out a review of the performance of the Overview and Scrutiny Management Board for the first two quarters of 2009/10.

Corporate Plan 2009-2012:

The Overview and Scrutiny Management Board provides management of strategic scrutiny of all Corporate Improvement Priorities and is the lead scrutiny body for the Corporate Plan

**Implications for Medium Term Financial Plan and Resource Implications:
Including finance, human, IT and land**

The Board is responsible for the scrutiny of the Council's progress against the Medium Term Financial Plan, and receives recommendations from scrutiny panels regarding all key strategies, including HR, IT and asset management.

Other Implications: e.g. Section 17 Community Safety, Health and Safety, Risk Management, Equalities Impact Assessment, etc.

As above

Recommendations & Reasons for recommended action:

That the report is noted

Alternative options considered and reasons for recommended action:

N/A

Background papers:

Overview and Scrutiny Management Board minutes and work programme

Sign off: N/A

CITY OF PLYMOUTH

Overview & Scrutiny Management Board Quarterly Report

1. Introduction

- 1.1 This report sets out a review of the Overview and Scrutiny Management Board for the first two quarters of 2009/10, incorporating the meetings of 5 August, 2 September, 7 October and 4 November 2009.

2. Scope of the Overview and Scrutiny Management Board

- 2.1 The Overview and Scrutiny Management Board replaced the Commission following changes to the Council's scrutiny structure agreed in July 2009. The Board's remit was enhanced to include a more pro-active management role for the scrutiny process as a whole, a greater emphasis on the scrutiny of partnerships, and the lead scrutiny role for finance and performance management.
- 2.2 The O & S Management Board consists of the following members and officers

Title	Name	Attendance (4 meetings)
Councillor (Chair)	D.James	4
Councillor (Vice Chair)	Mrs Watkins	4
Councillor	Coker	4
Councillor	Fox	3
Councillor	Purnell	3
Councillor	Roberts	3
Councillor	Thompson	4
Councillor	Viney	4
Councillor	Wildy	4
Co-opted representative	D Fletcher	2 (100% since co-option)
Lead Officer	Giles Perritt	3
Democratic Support	Rachel Watson	3

- 2.3 The Panel, through its strategic management of the Council's scrutiny function, including monitoring of finance and performance, focuses on the role of the following Cabinet Members and CMT officers

Title	Name
Cabinet Member (Finance, Property, People and Governance)	Cllr. Ian Bowyer
Cabinet Member (Customer Services, Performance and Partnerships)	Cllr. Steven Ricketts
Director for Corporate Support	Adam Broome
Chief Executive	Barry Keel
Leader of the Council	Cllr Mrs Pengelly

3. Key achievements to date

3.1 *Oversee workloads, including approval of work programmes, task and finish groups and monitor the performance of panels*

A proactive approach has been taken to the management of work programmes, for example:

- Forward plan items have been reviewed at each meeting and added to work programmes where appropriate, such as the Citybus share proposal
- A calendar for the production of all strategies in the budget and policy framework has been produced to promote better planning of scrutiny of these items
- Resources available to support panels in delivering against work programmes have been reviewed, resulting in the allocation of lead officers to each panel
- A revised approach to finance and performance management, involving both the Board and Panels at the appropriate levels of detail is in the process of being put in place

3.2 *Manage relationships between panels, Cabinet members, Theme Group Chairs and Partners*

- The Board has worked with most members of the Cabinet over the last five months, either through specific invitations to meetings, through task and finish groups, or over call-ins
- Meetings have taken place with Theme Group chairs to discuss better alignment with the Council's scrutiny process, and draft protocols have been produced as a result
- Through the work of the Board and the panels, partners have embraced overview and scrutiny as a key part of the Local Strategic Partnership's governance arrangements.

3.3 *To monitor performance, including that of partner organisations*

- Revised arrangements in place for bi-monthly finance and performance reporting, and overview of the Local Area Agreement

3.4 *To monitor Call-ins, Councillor Call for Action and Petitions*

- As a result of the Call-in of the Rival Markets Policy, arrangements for more robust implementation and review of the Compact Code of Practice on consultation have been put in place

3.4 *To agree recommendations to Cabinet/Council/LSP Board*

- The Board has recommended to the Cabinet/Council approval the following issues –
 - protocol for establishing joint Health Overview and Scrutiny Committee;
 - Emergency Response Plan - request for allocation of funding for training;
 - amendments to scrutiny terms of reference;
 - People's Strategy;
 - Business Improvement District Veto

3.5 *To agree appointments of Co-optees and promote publicity for scrutiny*

- Appropriate co-optees have been agreed for panels, and the Board has secured the membership of the Chair of the Chamber of Commerce, and lead for the Local Strategic Partnership's Wealthy Theme Group, Douglas Fletcher.
- Effective publicity for scrutiny projects across all panels has included post office closures, flytipping in the city, the restructure of residential homes provision and provision for gypsies and travellers

4. **On the Horizon**

4.1 The O & S Management Board will focus on –

- Effective scrutiny of the 2010-11 budget and Corporate Plan
- development of Councillor Call for Action and petitions protocol
- further development of LSP protocols
- press communications to achieve greater public engagement with the public
- scrutiny response to Comprehensive Area Assessment and other corporate inspections
- ensure the delivery of effective training and development for scrutiny members

5. **Recommendation**

5.1 That the progress of the Overview and Scrutiny Management Board be noted.

Giles Perrit, Head of Policy, Performance and Partnerships
Lead Officer Overview and Scrutiny Management Board
November 2009