

# Public Document Pack



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## **OVERVIEW AND SCRUTINY MANAGEMENT BOARD**

**DATE: WEDNESDAY 26 JANUARY 2011**  
**TIME: 2 PM**  
**PLACE: COUNCIL HOUSE (NEXT TO THE CIVIC CENTRE)**

### **Committee Members –**

Councillor James, Chair.  
Councillor Ball, Vice-Chair.  
Councillors Browne, McDonald, Nicholson, Ricketts, Stevens, Thompson and Wildy.

### **Co-opted Representatives –**

Mr. D. Fletcher (Chamber of Commerce)  
Mr. J. Paget (Young People)

PLEASE FIND ATTACHED ADDITIONAL INFORMATION SUBMITTED IN RESPECT OF AGENDA ITEM NOS. 3, 5, 9, 10, 11, 12A AND 12B.

BARRY KEEL  
CHIEF EXECUTIVE

## OVERVIEW AND SCRUTINY MANAGEMENT BOARD

### **3. MINUTES (Pages 1 - 2)**

The Overview and Scrutiny Management Board will be asked to agree the minutes of the meetings held on 24 November and 22 December, 2010, and 5, 12 and 17 January, 2011.

### **5. TRACKING DECISIONS (Pages 3 - 6)**

The Overview and Scrutiny Management Board will monitor progress on previous decisions.

### **9. RECOMMENDATIONS (Pages 7 - 8)**

To receive and consider recommendations from panels, Cabinet or Council.

### **10. BUDGET AND CORPORATE PLAN SCRUTINY 2011 (Pages 9 - 24)**

The Overview and Scrutiny Management Board will receive for approval the Budget and Corporate Plan scrutiny report prior to its consideration by Cabinet on 8 February, 2011.

### **11. QUARTERLY SCRUTINY REPORTS (Pages 25 - 36)**

The Overview and Scrutiny Management Board will receive quarterly reports from each of the scrutiny panels.

#### **12a To consider and approve work programmes for each of the Panels, to include a progress update from each of the Chairs (Pages 37 - 38)**

#### **12b To consider and approve Project Initiation Documents (Pages 39 - 40)**

- Transforming Community Services

## Overview and Scrutiny Management Board

Wednesday 5 January 2011

### PRESENT:

Councillor James, in the Chair.

Councillor Ball, Vice Chair.

Councillors Browne, McDonald, Nicholson, Ricketts, Stevens, Thompson and Wildy.

Co-opted Representatives: Jake Paget

Also in attendance: Giles Perritt - Head of Performance, Policy and Partnerships

The meeting started at 1.00 pm and finished at 2.15 pm.

*Note: At a future meeting, the committee will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.*

#### 74. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Councillors in accordance with the code of conduct.

#### 75. **CHAIR'S URGENT BUSINESS**

There were no items of chair's urgent business.

#### 76. **CALL-IN : TO AGREE TO THE DISPOSAL OF LAND AT ROCKY PARK ROAD**

The Overview and Scrutiny Management Board considered the call-in of the Cabinet Member decision: Approval to Dispose of Land at Rocky Park Road, Plymstock, to Plymouth Judo Club.

The Overview and Scrutiny Management Board heard –

- (a) from Councillors Ken and Wendy Foster, having called the decision in with Councillor Berrow, on the grounds that –
- part of the land disposed, a gravel area which was used as a car park, was, as both Members were aware, public open space for which the relevant consents for the disposal to proceed had not been sought or secured;
  - the land being used as a car park did not form part of the surplus property declaration in 2007 so it was not a surplus asset available for disposal;

(b) from Councillor Bowyer, Cabinet Member for Finance, Property, People and Governance, Phil Jones, Principle Development Surveyor and Ron Williams, Senior Lawyer, who responded that –

- a surplus property declaration was signed by Councillor Bowyer, as Cabinet Member, in September 2008 for the Forresters Hall, Rocky Park Road site – this declaration was accompanied by a location map which included the gravelled area recently used as a car park;
- the surplus property declaration was circulated to all Members, including Plymstock Radford ward Councillors Ken and Wendy Foster and Michael Leaves in October 2007. Records indicated that the email notification was read by Councillors Wendy Foster and Michael Leaves;
- a planning application for the transfer of the Rocky Park Road site was submitted to the Planning Committee in October 2010 – after the meeting Councillor Bowyer emailed Councillors Michael Leaves and Ken Foster as they had objected to application, in an attempt to resolve the issue and asked for evidence to highlight that the decision was incorrect however this was not provided;
- in their opinion the decision was taken correctly, as the gravelled area, recently used as the car park, was included in the surplus property declaration made in 2008, Ward Councillors were consulted and were given a further opportunity to provide evidence to the Cabinet Member that the decision was incorrect.

Agreed that -

- (1) the original decision be implemented;

Recommended that –

- (2) careful consideration of residents needs be taken into account when implementing this decision.

77. **EXEMPT BUSINESS**

There were no items of exempt business.

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD  
26 JANUARY 2011**

**TRACKING DECISIONS**

Bold target date = outstanding by more than 2 months

Grey = Completed

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD 2010/11 DECISIONS**

Minute number	Decision	Date agreed	Action by	Progress	Target date	Comments
15/02/10 86 R2.9	<b>Budget 2010/2011</b> <u>Recommended</u> - that, in the interests of openness and transparency, governance arrangements for the allocation of 'spend to save' resources, including the role of scrutiny panels are prepared and published.	15/02/10	Cabinet	In the absence of a satisfactory response the Board's Lead Officer, Giles Perritt is take a pro-active approach in following this recommendation through to a satisfactory conclusion.		
27/10/10 53	<b>Urgent Executive Decisions - 'Final sign-off of Devonport Regeneration Company Partnership (DRCP) Succession Strategy'</b> <u>Agreed</u> that post-decision scrutiny on the matter would take place.	27/10/10		Date to be agreed.		
24/11/10 59	<b>Joint Performance and Finance Report</b> <u>Agreed</u> – (1) to request that the Children and Young People Overview and Scrutiny Panel look into the performance issues around Special Educational Needs Statements and the current review of the Schools' Transport Policy at their meeting on 6 January 2011; (2) that the Cabinet Member for Community Services (Street Scene, Waste and Sustainability) is reminded of the benefits of publicising recycling services over the Christmas period; (3) to request that the Chief Executive provide an e-mailed response to Members of the Board advising them about what core services would be impacted on as a result of the loss of external funding to some previously recurring grants.					

Minute number	Decision	Date agreed	Action by	Progress	Target date	Comments
60	<p><b>Medium Term Financial Strategy</b></p> <p>(1) <u>Agreed</u> that a full report on the Transformational Change Programme is provided at a meeting of the Overview and Scrutiny Management Board in early 2011.</p> <p>(2) <u>Recommended</u> that –</p> <p>the Cabinet Member for Finance, Property, People and Governance review the insurance General Fund reserve provision for future years;</p> <p>the updated Medium Term Financial Strategy for the period 2010-14 is adopted by the City Council.</p>					
64	<p>Councillor Call for Action</p> <p><u>Agreed</u> that –</p> <p>(1) the comments from the Cabinet report of 16 November, 2010 be noted;</p> <p>(2) the Cabinet Member for Community Services (Safer and Stronger and Leisure, Culture and Sport) be advised that the Neighbourhood Profiles should be a central element for consideration in all decision-making including funding allocations.</p>					
66	<p><b>Forward Plan</b></p> <p><u>Agreed</u> that –</p> <p>(1) the Children and Young People Overview and Scrutiny Panel's work programme be amended to reflect that the Children and Young People's Plan 2011-2014 would be scrutinised by the panel at their meeting on 24 February, 2011;</p> <p>(2) with regard to the Cost and Volume Fostering Framework, the Children and Young People Overview and Scrutiny Panel be provided with a written update to a future meeting.</p>					
67	<p><b>Recommendations</b></p> <p><u>Agreed</u> –</p> <p>(1) that with regard to Audit Committee minute 50 15/11/10, the Support Services Overview and Scrutiny Panel monitor and review the revenues and Benefits Service and add this to its work programme;</p> <p>(2) that with regard to Audit Committee minute 53 15/11/10, the Overview and Scrutiny Management Board monitor the Citybus Review and the Joint Strategic Needs Assessment and add this to its work programme;</p>					

Minute number	Decision	Date agreed	Action by	Progress	Target date	Comments
	<p>(3) that with regard to Audit Committee minute 55 15/11/10, the Support Services Overview and Scrutiny Panel consider the ICT related problems within the Devon Audit Partnership and add this to its work programme;</p> <p>(4) to approve the appointment of the nominated co-opted member to the Children and Young People Overview and Scrutiny Panel (minute 47 11/11/10 refers);</p> <p>(5) that the Children and Young People Overview and Scrutiny Panel be linked to the new Children and Young People Trust Theme Group (minute 53 11/11/10 refers);</p> <p>(6) to include the recommended items on the Children and Young People Overview and Scrutiny Panel's Work Programme (minute 57 11/11/10 refers).</p>					
68	<p><b>Work Programmes</b>  <b>(b) To receive an update from the non-chair Member Working Group</b>  <u>Agreed</u> that –</p> <p>(1) recommendation one be communicated to all producers of reports and documents by Democratic Support Officers and Scrutiny Lead Officers;</p> <p>(2) recommendation two be adopted and further recommended to Cabinet;</p> <p>(3) recommendation three be communicated to all officers attending scrutiny by Democratic Support Officers and Scrutiny Lead Officers;</p> <p>(4) recommendation four be further recommended to Cabinet and Corporate Management Team;</p> <p>(5) recommendation five be acknowledged and the function adopted by all scrutiny chairs;</p> <p>(6) recommendation six be acknowledged by all scrutiny chairs; recommendation seven be amended to read “Panel Members should be encouraged from each panel to attend the relevant partnership and theme group meetings as observers”;</p> <p>(7) with regard to recommendation seven, the Head of Policy, Performance and Partnerships would seek to arrange discussions between scrutiny Chairs and LSP Theme Group Chairs to foster better links;</p>					

Minute number	Decision	Date agreed	Action by	Progress	Target date	Comments
(8)	with regard to recommendation eight, the Chairs of the Scrutiny Panels who sit on the Overview and Scrutiny Management Board would form the membership of the Task and Finish Group to undertake a review about how the scrutiny function can better engage with the media; the Task and Finish Group would be held after January 2011;					
(9)	prior to the Task and Finish Group commencing, the Head of Policy, Performance and Partnerships would seek to find out how many scrutiny led press releases had gone out over the past year.					



**OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 26 JANUARY, 2011**

**RECOMMENDATIONS**

<b>Date/min number</b>	<b>Resolution / Recommendation</b>	<b>Explanation / Minute</b>	<b>Response</b>
<b>Customers and Communities Overview and Scrutiny Panel</b>			
20/01/11			
Minute 58	<p><b>Allotment Service Overview</b>                      The panel <u>agreed</u> to <u>recommend</u> to the Overview and Scrutiny Management Board that the following matters are referred Cabinet –</p> <p>(1) that the panel support all efforts being made to find additional land for allotment plots and recommend all channels are explored including direct discussions with public and private land owners eg the National Trust;</p> <p>(2) that officers establish the funding available in the medium term to contribute towards the allotment service from capital receipts and Section 106 monies;</p> <p>(3) that rents are reviewed on an annual basis but any rent increase should not be such to disadvantage enterprise and other groups using the allotments (for example schools, community groups, groups with special needs, those on low incomes and also making good use of the neighbourhood profiles);</p> <p>(4) that a review of the plot sizes is undertaken.</p>	<p>The Customers and Communities Overview and Scrutiny Panel considered a review of the Allotment Service.</p>	

Date/min number	Resolution / Recommendation	Explanation / Minute	Response
Minute 59	<p><b>Review of Policing and Safety Following Plymouth Argyle Football Match against Exeter City</b></p> <p>The panel <u>agreed</u> to <u>recommend</u> to the Overview and Scrutiny Management Board that the following matters are referred to Cabinet –</p> <p>(1) that Ward Councillors should be consulted by the Safety Advisory Group;</p> <p>(2) that a review of the traffic management at the park and ride car park is undertaken on Plymouth Argyle match days and consideration is given to a proposal to open the bottom end of the car park on match days to relieve congestion.</p>	<p>The Customers and Communities Overview and Scrutiny Panel heard from representatives of the Devon and Cornwall Constabulary following public disorder at a recent football match.</p>	

**Overview and Scrutiny  
Management Board**

**Scrutiny Review Report**

**January 2011**



## **Budget and Corporate Plan Scrutiny 2011**

**Plymouth City Council**

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## Foreword

1. The Council's Overview and Scrutiny Management Board, formed in July 2009, has responsibility for holding the Cabinet to account for its decisions with respect to the corporate budget and policy framework, as set out in the Council's constitution. Its members, drawn from both parties and assisted by co-opted members with expertise from the business and education sectors, are charged with independent scrutiny of the Council's decisions with respect to financial and performance management matters, as well as the Council's key strategies.
2. The Overview and Scrutiny Management Board has planned its programme carefully to challenge whether:
  - the Council's Corporate Priorities within the draft Corporate Plan are properly tested as being fit for purpose in delivering the city's strategic objectives and achieving the Council's vision
  - the proposed budget, both capital and revenue, is both deliverable and supports the priorities;
  - arrangements are in place to deliver the stated priorities within the financial framework set out in the budget.
3. We would like to extend our thanks to members of the Board, both councillors and co-opted members, for their commitment in conducting this scrutiny review. We would also like to thank the officers who supported us, Cabinet Members, Directors and Assistant Directors who took part in the review. We would also like to express our appreciation of the contribution made by colleagues from NHS Plymouth, the Community and Voluntary Sector, City College, Devon and Cornwall Constabulary and the Culture Board.



**Councillor James, Chair**



**Councillor Ball, Vice-Chair**

## Scrutiny Approach

4. The Board convened over two and a half days to hear from Partners, Cabinet Members, Directors and Senior officers to consider the Draft Corporate Plan 2011 – 2014 and the Revenue and Capital Budgets 2011/12. As part of their considerations the Board received a number of documents which supported the scrutiny process, including –
  - Key Performance Indicators 10/11
  - Level 1 and 2 priority indicators;
  - An update on the financial settlement and grant changes
  - Annual audit letter 2009/10
  - Public budget consultation results
5. The first session on 5 January saw members probe the city's strategic partners about their views on the council's plans and the impact that these plans would have on their own service provision. Prior to the meeting partners had received the indicative budget and draft corporate plan and had been involved in the process for agreeing the city priorities. Partners welcomed the opportunity to participate in the process and representations were received in person from NHS Plymouth, the Community and Voluntary Sector and City College Plymouth as well as in writing from Devon and Cornwall Constabulary the Culture Board and the Chamber of Commerce
6. Issues raised within the various representations were taken forward by members of the board and used to inform a more robust challenge over the two-day scrutiny session with Cabinet Members. Board members also used the information to form recommendations on how the Council could work better with its partners in the future.
7. The session on 12 January included an overview of the shared city vision, the vision for the council and the city priorities. This overview was presented by the Leader, Chief Executive, Director for Corporate Support and the Assistant Chief Executive and was followed by separate sessions for each corporate service area over 12 and 17 January. The programme of scrutiny culminated in a concluding session with the executive team of the Leader, Cabinet Member for Finance, Property, People and Governance, the Chief Executive, the Assistant Chief Executive and the Director for Corporate Support.
8. The meetings were public and recommendations were agreed, drafted and generated in a dynamic manner throughout each session.
9. At the beginning of each departmental session individual Cabinet Members provided an overview of their portfolio and were then interviewed alongside the accompanying Directors and Assistant Directors, where the impact of delivery plans on service provision was explored as well as some more detailed issues.

## Process Recommendations

<b>To the Overview and Scrutiny Management Board –</b>	
<i>R 1.1</i>	That the Director for Public Health, as a joint appointment, should contribute to the budget and corporate plan scrutiny process in future years

## Findings

### Challenge of the Overview

The Leader, the Cabinet Member for Finance, Property, People and Governance, the Chief Executive, the Director for Corporate Support and the Assistant Chief Executive set the scene for the budget scrutiny and gave an overview of the Draft Corporate Plan and Indicative Budget. Board Members were advised that -

**10.** The Council is facing an enormous financial challenge and has to make efficiency savings from its overall budget totalling £30m over the next three years. This is quite unprecedented given the current economic climate and the requirement to make savings in the public sector to reduce the deficit. Despite this, the Council remains committed to its ambition to make Plymouth one of Europe's finest, most vibrant waterfront cities where an outstanding quality of life is enjoyed by everyone. In consultation and agreement with its key strategic partners, the shared priorities for delivering the vision have been reduced from 14 to four -

- Deliver Growth
- Raise Aspiration
- Reduce Inequality
- Provide Value for Communities

**11.** Key to achieving these savings are –

- stronger and integrated operational delivery of services with partners
- better use of assets
- focusing on departmental delivery plans
- modernising the Council to improve customer services, including establishment of a single point of contact (SPOC)
- cutting out duplication and “working smarter”

**12.** The Council is starting this challenge on a strong and sound base having achieved many successes during 2010, highlights of which include the Municipal Journal award for Best Achieving Council of the Year and strong performance assessments in respect of child protection and adult social care. In addition, £4m of in-year savings have already been achieved.



Following the introduction and at the end of the budget scrutiny process, Board Members challenged the Executive on the overview of the process and documents before them.

- 13.** The Board noted the different approach being taken in this budget to direct the burden of the savings to be achieved to service areas not identified as being crucial to delivery of the four city priorities as opposed to sharing the cuts equally across all departments.
- 14.** The Board welcomed the formation of the Peninsula Group to look at ways of working in partnership with Plymouth and other local authorities in Cornwall, Devon and Torbay, particularly around the possibility of shared services. However, Members were concerned at the lack of scrutiny involvement in this process to date and reinforced the importance of engagement with all partners at the earliest opportunity.
- 15.** Whilst noting the continuation of a number of major projects within the capital programme, the Board expressed concern at the changes made to its format, having gone from a rolling list to only including those projects which were funded. This meant that there was no public record of what the other projects were, where they sat in order of priority or when they may come to fruition.
- 16.** It was acknowledged that because the draft budget had been prepared earlier this year than in the past, it had not been possible to provide comprehensive detail in respect of the equalities impact assessments. However, concern was expressed that, whilst equalities impact assessments were useful, it would have been better to undertake some form of modelling to establish the differential effect of this budget on individuals (single, unemployed, elderly), households and neighbourhoods and the cumulative impact on those which are affected by more than one change.
- 17.** Despite the fact that working with partners and sharing services with other authorities was highlighted as being a key factor to ensuring delivery of the budget and that fundamental to this was the reliance on excellent ICT and data compliance, it remained unclear how the ICT provision was being managed or on what basis it was being prioritised.

### **Corporate Support/Chief Executive's Challenge**

- 18.** The Board noted the continuation of last year's policy to reduce back office spend and, whilst commending the fact that to date there had only been a total of 14 redundancies arising from the deletion of 170 posts, concern was expressed at the fact that a number of posts were still being covered by agency staff. Bearing in mind that it was the Council's intention to cut a total of 500 posts from the structure over the next three years, clarification was sought in writing as to the exact number of posts being covered by agency staff, in which service areas they were situated and on what grade.
- 19.** Within Democratic Services, Members voiced concerns at the proposals to reduce the level of civic engagements and queried the degree to which the Lord Mayoralty and civic functions would be cut and how these cuts would be determined. A written response was provided in this regard. Clarification was also sought on what was meant as a 'core' committee and Members were advised that they would be ones that were required by statute. However, this would ultimately be a decision for Full Council to debate and determine.

- 20.** Members were concerned at the effect of job losses on service provision. Whilst it was acknowledged that savings could be achieved through the introduction of smarter working practices without having to reduce staff numbers – one example being Revenues and Benefits where despite a reduction in service spend, staff numbers and performance had been maintained against an increase in customer contact – Members felt more should be done to demonstrate how these savings and performance were being measured and whether or not they offered value for money.
- 21.** Consideration was given to the opportunities provided to partners to engage in the budget setting process through the 11 theme-based budget groups. Whilst it was appreciated that this would not be appropriate in all service areas. Members heard that there was a discrepancy of views about the extent to which NHS Plymouth had been involved in Social Care delivery plans.
- 22.** The Board queried the ‘green’ status of the feasibility and risk element of the delivery plan relating to debt management. This indicator related to how effectively income was collected overall, it was felt by Members that there should be pre-adoption scrutiny of the Corporate Income Recovery Plan, including cash collection options.
- 23.** Concerns were raised over a lack of scrutiny involvement with procurement initiatives which would amount to £4m worth of savings over the next three years, particularly given that this amount made up 12 per cent of the total delivery plan savings.
- 24.** Given the current economic climate, the Board acknowledged that the capital programme would inevitably be subject to change, however, in doing so, they felt that present governance and scrutiny arrangements were not sufficient to allow this to happen in an open and transparent way, particularly around invest-to-save schemes.
- 25.** Whilst the Board appreciated that longer term budget planning would always be subject to change, Members felt that in order to have a more joined up budget and corporate plan both should span the same period. At present the Corporate Plan ran for five years, whereas the budget predictions covered just three.
- 26.** Following consultation with the Plymouth Third Sector Consortium, members became aware of the difficulties faced by community and voluntary groups in obtaining grants for small schemes. The current system had been identified as overly bureaucratic which caused some groups severe difficulties, and in some cases even prevented, in them obtaining grants.
- 27.** Members were concerned at the funding shortfall with respect to the Volunteer Centre and infrastructure support to community and voluntary groups and the impact that this would have on the sector.
- 28.** In terms of reporting, Members felt that representing people as a percentage did not always give the best picture in terms of the actual impact when it came to an increase or decrease in service provision. They therefore suggested that when such information is presented in future actual numbers as well as a percentage are included. Due to the differences in communities across Plymouth measures of dispersion were also important where possible.

29. Given the significance of the Local Strategic Partnership (Plymouth 2020) and the fact that its existence and purpose was promoted in a public manner, it was felt that the work and decisions of the Partnership, as well as how it represented community view, should be made more open and transparent.

## Recommendations

<b>To Cabinet -</b>	
R 2.1	Where <b>shared service arrangements with other local authorities</b> are being developed, the Overview and Scrutiny Management Board be given an oversight role. Partners should be involved at the earliest opportunity to ensure a more joined up approach in delivery of shared services.
R 2.2	Where delivery plans will result in a <b>reduction of service to citizens</b> , modelling should be undertaken to assess the impact on individuals, households and communities. This should include both the differential impact on those groups within each neighbourhood and the cumulative impact on those who are affected by more than one change. Account should be taken in undertaking the modelling of income levels.
R 2.3	<b>Value for Money and performance benchmarking</b> information against the Council's 'family group' should form part of the performance management reporting that is submitted to the Overview and Scrutiny Management Board.
R 2.4	The <b>Corporate Income Recovery Plan</b> relating to how the Council collects the money owed to it from a variety of sources should be the subject of pre-adoption scrutiny by the Support Services scrutiny panel. Options relating to cash collection as set out in the Corporate Support Services budget delivery plan should be included.
R 2.5	That the Overview and Scrutiny Management Board receive a progress report on the <b>Council's new procurement initiatives</b> , namely Procure to Pay, buyer rollout, and 'sell to Plymouth'. The Board will monitor, through the quarterly performance and finance monitoring reports, ongoing work around these projects which equate to £4m savings over the next 3 years.
R 2.6	That governance and scrutiny arrangements are agreed between the Scrutiny Management Board and the Cabinet and the Corporate Management Team with regard to the <b>prioritisation of the capital programme and the 'invest to save' programme.</b>
R 2.7	That <b>draft proposals for years 3, 4 &amp; 5 of the capital programme</b> be prepared for this budget and as part of the ongoing budget setting process.
R 2.8	That a proposal for a <b>small grants scheme for community and voluntary groups</b> is developed and implemented jointly with Plymouth 2020

R 2.9	That urgent consideration is given to addressing the <b>funding shortfall for the Volunteer Centre and infrastructure support for community and voluntary groups</b> created by the ending of Local Area Agreement Performance Reward Grant.
R 2.10	In making <b>savings to the cost of senior management</b> , a risk analysis of potential loss of capacity within the Council to deliver its change agenda should be undertaken.
<b>To the Corporate Management Team –</b>	
R 2.10	That Directors and Assistant Directors should ensure that <b>reporting of service provision</b> which affects people (for example adults' and children's social care) should include statistics as both a percentage and in terms of actual numbers of people. Where possible, measures of dispersion – geographic / neighbourhood information should be included.
R 2.11	Cabinet and delegated decision reports include provision to indicate where an <b>Equality Impact Assessment</b> is required, and, if so, this is listed as one of the background papers.
<b>To the Local Strategic Partnership -</b>	
R 2.10	That consideration should be given to ensuring that there is better public understanding of the role of the <b>Plymouth 2020 Partnership</b> and how community views are represented on it.

### Department for Services for Children and Young People Challenge

**30.** In addition to previous comments made around impact assessments (paragraph 16 and R2.2), it was felt that further consideration was particularly important in terms of children's services delivery plan proposals which were more likely to have a cumulative impact on households, for instance a family in receipt of services for a child with a disability and special educational needs who also received school transport provision could be affected by three separate elements of the delivery plan for the Children and Young People service.

**31.** The Board acknowledged that the department was awaiting clarity from government around grants and resources, the outcome of impending announcements would inevitably affect the capital projects currently listed. Members felt that once confirmation of funding was received the prioritised list of capital projects should be prepared and published. In addition to this, a list of services which would not be continuing as a result should also be published along with details of the alternatives to be put in place.

### Recommendations

<b>To Cabinet -</b>	
R 3.1	That <b>impact assessments</b> with regard to delivery plan proposals be prepared, as (2.2) above, in respect of: <ul style="list-style-type: none"> <li>• Schools transport</li> <li>• Locality restructure</li> </ul>

	<ul style="list-style-type: none"><li>• Disability Service restructure</li><li>• Changes to Special Educational needs policies</li><li>• Reduction in contribution to Youth Offending Service</li><li>• Financial support and non-statutory payments to Care Leavers</li></ul>
R 3.2	That a prioritised list of capital projects in Children's Services be prepared and published pending clarity from Government about the availability of resources
R 3.3	That a review of all grants relating to the provision of children's services that are not continuing, with succession arrangements, is published

## Department for Community Services Challenge

- 32.** Members noted with concern the comparatively low recycling target for the City and felt that, in order to improve at a rate that would match Plymouth's aspiration for excellence, a more challenging target was required.
- 33.** The Board noted the intention of the Localism Bill to transfer assets to communities and the Council's desire to utilise this provision. However, concern was expressed that there was little evidence, particularly given the current economic climate, that community groups would be interested or have the ability to take this responsibility on board. Members suggested that in-depth scrutiny of any proposals would be beneficial.
- 34.** It was acknowledged that not all grants received by the department would continue and that this may affect service provision. Further detail of which schemes would be affected, together with details of succession arrangements, where appropriate, should be published.
- 35.** In a similar vein to issues highlighted during discussions with Children's Services (paragraph 30) around the cumulative impact of delivery plan proposals, Members reiterated concerns raised and suggested that the same modelling investigations should be undertaken by Community Services.
- 36.** Members welcomed the use of community payback resources in the City to address street cleansing issues but felt that more could be done to maximise use of the probationary service as well as other voluntary groups to address reduced resources as a result of funding cuts. Establishment of a Volunteering Plan for the City would set guidelines for the use of this resource and encourage take-up where consideration has not previously been given.
- 37.** The Board was aware of the requirement to establish a Police and Crime Panel by 2012 and expressed concern that Plymouth's needs as a City may be diluted if a proactive approach is not taken in its establishment at an early stage.
- 38.** Board members were concerned that whilst Plymouth compared favourably with neighbouring authorities with respect to the personalisation agenda, a more productive and worthwhile comparison might be with the family group and the national picture.
- 39.** Members were aware, through budget consultation with partners, that substantial amounts of government funding had become available through various streams, e.g. the Health Fund and Winter Pressures Fund. As proposals for the use of this funding were yet to be confirmed, Members requested that the Health and Adult Social Care Overview and Scrutiny Panel be consulted over the spending proposals.
- 40.** Concern was raised at the impact of the cultural strategy on the City's vision. Whilst the Corporate Plan promotes the importance of the City's cultural offering, the departmental delivery plan appeared to reduce it. Members felt that a more detailed proposal in terms of savings relating to events, grants and other initiatives would be beneficial.

## Recommendations

<b>To Cabinet -</b>	
R 4.1	That the <b>recycling target</b> be reviewed in the light of Plymouth's aspirations for excellence and the benchmarks for similar authorities within the Council's 'family group'.
R 4.2	That a policy with respect to <b>community transfer of assets</b> in line with the provisions within the Localities and Decentralisation Bill be developed and submitted to the Scrutiny Management Board. Specifically the feasibility of asset transfers referenced within Community Services budget delivery plans should be quantified.
R 4.3	That a review of all <b>grants relating to the Community services</b> that are not continuing, with succession arrangements, is published.
R 4.4	That <b>impact assessments</b> with regard to delivery plan proposals be prepared, as (2.2) above, in respect of: <ul style="list-style-type: none"> <li>• Cemeteries and Crematoria fees</li> <li>• Rationalisation of Environmental Services structure</li> <li>• Changes to library opening hours</li> </ul>
R 4.5	That a <b>Volunteering Plan</b> for the city is produced, including provision for the increased use of Community Payback resources to undertake work on behalf of the Council and partners to increase efficiency savings.
R 4.6	Plymouth takes a lead role in establishing a <b>Crime Panel</b> in line with legislative proposals.
R 4.7	That <b>targets for the Personalisation agenda</b> be set in line with 'family group' authorities rather than regional comparators.
R 4.8	Proposals for use of the <b>£3.5m health fund</b> , and any other related unallocated resources be brought to the Health and Adult Social Care scrutiny panel.
R 4.9	Details are provided of the specific proposals about <b>savings related to events, grants and other initiatives</b> as set out in the Culture, Sports and Leisure budget delivery plan.

## Development and Regeneration Challenge

41. The Board was concerned at the lack of clarity in the department's delivery plan which referred to a 'package of transport options' amounting to £300k. The proposals gave examples of what these options might be rather than the specific detail of which options would be selected.
42. Following discussions around the establishment of a Local Economic Partnership for Plymouth, Members were concerned that progress appeared to be slow and suggested that the Growth and Prosperity Overview and Scrutiny Panel be involved in monitoring its progress.
43. As per previous discussions with Children's Services (paragraph 30) and Community Services (paragraph 35) around the cumulative impact of delivery plan proposals, Members suggested that the same modelling investigations should be undertaken by Development and Regeneration.
44. Given the amount of money paid out in compensation on slips, trips, falls and potholes, Members were of the opinion that consideration should be given to an invest-to-save scheme around the highways maintenance and improvement programme.
45. In relation to discussions around job creation for the City, Members commented that to set a target for 2026 without interim targets or milestones would make it difficult to monitor progress effectively. Whilst it was appreciated that it would be challenging to set interim targets, it was thought to be necessary as job creation was a key element in delivering the City's growth agenda.

## Recommendations

<b>To Cabinet -</b>	
R 5.1	Details are provided of the <b>transport options for savings</b> currently being considered in the budget delivery plan.
R 5.2	Following ministerial feedback, the revised <b>Local Economic Partnership</b> for Plymouth be reviewed by the Growth and Prosperity overview and scrutiny panel
R 5.3	That <b>impact assessments</b> with regard to delivery plan proposals be prepared, as (2.2) above, in respect of: <ul style="list-style-type: none"> <li>• Family Intervention Project</li> <li>• Anti-social behaviour</li> <li>• Transport options</li> </ul>
R 5.5	That interim <b>targets for job creation</b> between now and 2026, including



	monitoring and evaluation criteria with regard to sustainability should be put in place to enable more effective monitoring.
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**CITY OF PLYMOUTH**

**Subject:** Overview & Scrutiny Management Board Scrutiny Report – Second Quarter  
**Committee:** Overview & Scrutiny Management Board  
**Date:** 26 January 2011  
**CMT Member:** Ian Gallin (Assistant Chief Executive)  
**Author:** Giles Perritt, Head of Policy, Performance and Partnerships  
**Contact:** giles.perritt@plymouth.gov.uk  
**Part:** Part I

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**Executive Summary:**

This report sets out a review of the performance of the Overview and Scrutiny Management Board for the second quarter of 2010/11, incorporating the meetings of 22 September, 6 October, 27 October and 24 November, 2010.

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**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.

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

The Management Board has scrutinised the revenue and capital budgets, and Corporate Improvement Priorities relating to the above during the period of this report.

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

As above

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**Recommendations & Reasons for recommended action:**

That the report is noted

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**Alternative options considered and reasons for recommended action:**

N/A

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**Background papers:**

Overview and Scrutiny Management Board agendas and minutes.

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## CITY OF PLYMOUTH

### Overview & Scrutiny Management Board Scrutiny Report – Second Quarter

#### **1. Introduction**

- 1.1 This report sets out a review of the performance of the Overview and Scrutiny Management Board for the second quarter of 2010/11, incorporating the meetings of 22 September, 6 October, 27 October and 24 November, 2010.

#### **2. Scope of the Overview and Scrutiny Management Board**

- 2.1 The Overview and Scrutiny Management Board is primarily responsible for managing the workload of the Council's five scrutiny panels, namely -
- Health & Adult Social Care
  - Children & Young People
  - Customers & Communities
  - Growth & Prosperity
  - Support Services
- 2.2 The detailed terms of reference for the Overview and Scrutiny Management Board are contained within the Council's Constitution.
- 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 Corporate Management Team officers:

<b>Title</b>	<b>Name</b>
Cabinet Member (Finance, Property, People and Governance)	Councillor Ian Bowyer
Cabinet Member (Performance and Transformation)	Councillor Sam Leaves
Director for Corporate Support	Adam Broome
Assistant Chief Executive	Ian Gallin
Chief Executive	Barry Keel
Leader of the Council	Councillor Mrs Pengelly

#### **3. Membership and Attendance**

- 3.1 Membership of the Overview and Scrutiny Management Board comprises the following councillors, co-opted representatives and supporting officers –
- Councillor James (Chair)
  - Councillor Ball (Vice-Chair)
  - Councillor Browne
  - Councillor McDonald (appointed with effect from 6 October, 2010 to replace Councillor Williams)
  - Councillor Nicholson
  - Councillor Ricketts
  - Councillor Stevens
  - Councillor Thompson

- Councillor Wildy
- Councillor Williams (resigned after meeting on 22 September, 2010)
- Mr Douglas Fletcher, Co-opted Representative
- Mr Jake Paget (appointed with effect from 6 October, 2010)
- Giles Perritt, Lead Officer
- Katey Johns, Democratic Support Officer

3.2 The graph below demonstrates the attendance of panel members at meetings during this quarter -

		Number of Meetings			
		1	2	3	4
Panel Membership	Councillor James				
	Councillor Ball				
	Councillor Browne				
	Councillor McDonald				
	Councillor Nicholson				
	Councillor Ricketts				
	Councillor Stevens				
	Councillor Thompson				
	Councillor Wildy				
	Councillor Williams				
	Mr Fletcher				
	Mr Paget				
	Giles Perritt				
	Katey Johns				

**4. Key Achievements to Date**

4.1 Since the last performance report the panel has met on four occasions. Meetings have been well structured, efficiently managed and well attended by members. Members have continued to challenge the council’s executive and make a positive contribution to support an effective strategic and operational overview through –

(a)	questioning the Leader and Chief Executive on the impact on the Council as a result of the recent change in government;
(b)	scrutiny of the Joint Performance and Finance Report and the Medium Term Financial Strategy 2010/14;
(c)	receipt of updates/additions to the Forward Plan;
(d)	monitoring progress against recommendations arising from the 2009/10 budget scrutiny process.

4.2 In addition, the Board has appointed a second co-opted representative to its membership to represent young people in the City. As a former co-optee to the Children and Young People’s Overview and Scrutiny Panel, and a former member of the Youth Parliament, Jake Paget has considerable knowledge and experience to bring to the Board.

- 4.3 At its meeting on 6 October, 2010, the Board considered the first councillor call for action which had been submitted in respect of the Budshead Trust. The Budshead Trust was a well-established community organisation which had successfully delivered a number of youth projects around drug and alcohol misuse but was at risk of closure due to its inability to secure core funding. Members heard from a number of witnesses supporting the work of the Trust, including the Police. Whilst it was recognised that the Budshead Trust worked hard to provide an excellent service within the community and that there could be consequences should it have to close, Members were mindful that this call for action was very much a 'test case' in that other areas of the voluntary sector would be watching to see the outcome. The Board did not, therefore, want to set a precedent to open the floodgates for similar bids for financial assistance. Full details of Board's considerations can be seen in the minutes from that meeting and that of the meetings held on 27 October and 24 November, 2010.
- 4.4 A working group comprising the non-chair members of the Overview and Scrutiny Management Board has been established to review how effectively the scrutiny function is holding the executive to account and to identify ways of improved working. To date the group has met twice from which a number of recommendations have been referred back to the Board, including establishment of a Task and Finish Group to look at how scrutiny can better engage with the media.

## **5. On the Horizon**

- 5.1 Over the next year the Board will -
- continue to ensure that scrutiny and partnership governance arrangements reflect the changing local, regional and national policy agenda of the new government
  - meet on 5, 12 and 17 January, 2011, to scrutinise the revised Corporate Plan and budget setting arrangements for 2011/12
  - receive regular quarterly updates on Joint Performance and Finance
  - look at the Transformational Change Programme
  - investigate data sharing between partner agencies
  - monitor reviews in respect of Citybus and the Joint Strategic Needs Assessment
  - undertake post-decision scrutiny of the 'Final Sign Off of Devonport Regeneration Community Partnership (DRCP) Succession Strategy
  - carry out a Task and Finish Group to look at how scrutiny can better engage with the media

## **6. Recommendation**

- 6.1 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  
January 2011

**Subject:** Customers and Communities Overview and Scrutiny Panel Quarterly Scrutiny Report

**Committee:** Customers and Communities Overview and Scrutiny Panel

**Date:** 20 January 2011

**Cabinet Member:** N/A

**CMT Member:** Director for Community Services

**Author:** Pete Aley (Customers and Communities Overview and Scrutiny Panel Lead Officer)

**Contact:** Tel no: 01752 304321  
Email: [pete.aley@plymouth.gov.uk](mailto:pete.aley@plymouth.gov.uk)

**Key Decision:** No

**Ref:** PC/HLW

**Part:** I

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**Executive Summary:**

This report sets out a review of the Customers and Communities Overview and Scrutiny Panel for the first quarter of 2010/11.

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**Corporate Plan 2010-2013:**

The Customer and Communities Overview and Scrutiny Panel provides strategic scrutiny of the following Corporate Improvement Priorities and key areas:

The Customer and Communities Overview and Scrutiny Panel provides strategic scrutiny for the following City and Council Priorities –

- Reduce Inequalities
- Value for Communities

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

None.

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

None.

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**Recommendations and Reasons for recommended action:**

The report is noted.

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**Alternative options considered and reasons for recommended action:**

N/A.

**Background papers:**

Customers and Communities Overview and Scrutiny Panel minutes.

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**Sign off:** N/A



**Draft**  
**CITY OF PLYMOUTH**

**Customers and Communities Overview and Scrutiny Panel Quarterly Report**

**1. Introduction**

- 1.1 This report sets out a review of the Customers and Communities Overview and Scrutiny Panel for the second quarter of 2010/11, incorporating meetings held on 6 September 2010, 18 October 2010 and 15 November 2010.

**2. Scope of the Overview and Scrutiny Panel**

- 2.1 The Customers and Communities Overview and Scrutiny Panel is primarily concerned with the strategic scrutiny of the following City and Council Priorities and key areas –
- Reduce Inequalities
  - Value for Communities
- 2.2 The detailed terms of reference for the panel are contained in Appendix 1.
- 2.3 The panel consists of the following Members and officers;

Title	Name	Attendance (3 meetings)
Councillor (Chair)	Ball	3
Councillor (Vice Chair)	McDonald	1*
Councillor (Vice Chair)	Coker	2
Councillor	Mrs Beer	3
Councillor	Mrs Bragg	1
Councillor	Delbridge	3
Councillor	Martin Leaves	0
Councillor	Mrs Nicholson	3
Councillor	Smith	3
Councillor	Vincent	3
Lead Officer	Pete Aley	2
Democractic Support Officer	Helen Wright	3

\* Following confirmation at Full Council on 11 October 2010 the Vice Chair changed.

- 2.4 The panel, through strategic and operational scrutiny, supports the following Cabinet Members and Council Management Team member –

Title	Name
Cabinet Member for Finance, Property, People and Governance	Councillor Bowyer
Cabinet Member for Community Services (Safer and Stronger Communities and Leisure, Culture and Sport)	Councillor Brookshaw
Cabinet Member for Customer Services	Councillor Jordan
Cabinet Member for Community Services (Street Scene, Waste and Sustainability)	Councillor Leaves
Director for Community Services	Carole Burgoyne

2.5 The panel has a budget of £2,000 to support the scrutiny work.

### 3. Key Achievements to Date

3.1 The panel has now met on three occasions. Meetings have been well attended by panel members. A positive contribution has been made to support the strategic and operational overview in particular the following achievements have already been made –

- the panel continued to monitor the Plymouth Life Centre and leisure related projects. A further update would be provided to 20 January 2011 meeting on the progress to date of the project.
- following approval of the Overview and Scrutiny Management Board the panel scrutinised the Chief Constable's report from the Police Authority meetings.

the panel raised concerns relating to trouble at the match at Home Park between Plymouth Argyle and Exeter City which took place on 9 November 2010 and requested the attendance of a police representatives and other stakeholders at its next meeting, to discuss policing arrangements for this match. Superintendent David Sumner, the match commander would be attending the panel's next meeting in January.

- following consideration of a report on the overview of the allotments service, the panel requested officer attendance together with the Cabinet Member for Community Services (Street Scene, Waste and Sustainability) to respond to questions it wished to raise.
- the panel scrutinised the Licensing Act 2003 Statement of Licensing Policy which included the Cumulative Impact Policy. The panel recommended the adoption of the draft policy and in particular supported the proposals relating to the classification of films with tobacco imagery and the ratio of door supervisors required; and the Cumulative Impact policy remained in place.

the panel also recommended to Cabinet that the police were encouraged to provide evidence relating to off licences with a view to assisting consideration of whether they should be included within the Cumulative Impact policy.

- the panel gave feedback on problems with implementing Localities working arising from small sections of a few wards being in the "wrong" Neighbourhoods. As a result, the Portfolio holder and Shadow Portfolio holder held talks and some immediate minor changes to boundaries are being proposed.

**4. On the Horizon**

- 4.1 The panel will be scrutinising the leisure management contract which forms part of its monitoring of the Plymouth Life Centre and also undertaking an evaluation review of Locality Working.

**5. Recommendation**

- 5.1 That the progress of the Customers and Communities Overview and Scrutiny panel is noted by the Overview and Scrutiny Management Board.

## **Customers and Communities Overview and Scrutiny Panel**

### **Terms of Reference**

- To review new and existing policies and consider how they may be improved and developed;
- To monitor the budget and performance of the Cabinet Member, Department and partners to ensure that the priorities for the area are being delivered upon;
- To monitor performance against the relevant Corporate Improvement Priorities;
- To review Policies within the Budget and Policy Framework;
- To consider Equality Impact Assessments against new and existing policies;
- To investigate local issues to find out how the council and its partners can improve to meet the needs of local people;
- To make recommendations about service delivery to the Cabinet (via the Board)
- To review and scrutinise the performance of partner organisations
- To set up Ad-Hoc Working Groups as and when required;
- To produce quarterly progress reports to go to the management board

### Policy areas

- Customer Services
- Environmental Services
- Safer Communities
- Leisure, Culture and Sport
- Environmental regulation
- Crime and Disorder (This Panel will take on the role of the Crime and Disorder Overview and Scrutiny Panel)

### Cabinet Members

- Street Scene, Waste and Sustainability
- Customer Services, Performance and Partnerships
- Safer and Stronger Communities
- Leisure, Culture and Sport

### Directorates

- Community Services
- Corporate Support

### Corporate Improvement Priorities (CIPs)

- Customers Service (CIP 1)
- Culture and Leisure (CIP 6)

### LSP Link

- Safe and Strong

Membership

The Chair of the Panel shall serve on the Overview and Scrutiny Management Board. The Customers and Communities Overview and Scrutiny Panel will be chaired by a Member of the majority political group with the vice-chair from the opposition political group. All Members of the panel will adhere to the general rules of Overview and Scrutiny.

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## Customers and Communities Overview and Scrutiny Panel

### Work Programme 2010/11

Work programme	J	J	A	S	O	N	D	J	F	M	A
<b>Policies</b>											
Licensing Act (including Cumulative Impact Policy) Review 2011					18						
Sex Establishment Policy											
<b>Culture, Sport and Leisure</b>											
Plymouth Life Centre and Related Leisure Projects (including the Management Contract)		19		6		15		20		14	
Plymouth's Sports Facility Strategy Update											
Plympton Library Replacement Update		19								14	
<b>Environmental Services</b>											
Assisted Waste Collection											
Allotments						15					
Recycling Performance										14	
<b>Safer Communities</b>											
Localities Working 12 Month Review (3 Month Position Statement)		19				15				14	
Public Confidence in Tackling Crime and Disorder											
Reporting of Police Authority Meetings (Chief Constable's Report)						15		20		14	

Work programme	J	J	A	S	O	N	D	J	F	M	A
Safe and Strong Theme Group Update (Quarterly Report)								20		14	
Review of Policing and Safety at the Plymouth Argyle Football Match against Exeter City								20			
<b>Task and Finish Groups</b>											
Councillor Call for Action – Anti Social Behaviour in Compton Vale											
<b>Other</b>											
Election Annual Review Update					15						
Councillor Call for Action Tool Kit Update											
Quarterly Scrutiny Reports				6				20			
Joint Finance and Performance Monitoring including LAA Performance Monitoring (subject to the Overview and Scrutiny Management Board referring issues to the Panel)											
<b>City and Council Priorities</b>											
Reduce Inequalities											
Value for Communities											

Key:

New Item
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### Request for Scrutiny Work Programme Item

<b>1</b>	<b>Title of Work Programme Item</b>	Transforming Community Services
<b>2</b>	<b>Responsible Director (s)</b>	Steve Waite, Chief Operating Officer, NHS Plymouth
<b>3</b>	<b>Responsible Officer</b>	Steve Waite, Chief Operating Officer, NHS Plymouth
<b>4</b>	<b>Aim</b>	To review the Governance and Strategy aspects of the Plymouth Provider Services Integrated Business Plan and to provide Plymouth Provider Services with recommendations for improvement and changes.
<b>5</b>	<b>Objectives</b>	<ul style="list-style-type: none"> <li>▪ To assume a critical friend role in reviewing the following aspects of Plymouth Provider Services: <ul style="list-style-type: none"> <li>○ Vision and Purpose</li> <li>○ Values</li> <li>○ Mission</li> <li>○ Strategic Objectives</li> </ul> </li> <li>▪ To suggest improvements to the Governance, Leadership and Management section of the Integrated Business Plan.</li> <li>▪ To recommend changes to Plymouth Provider Services and provide comments to the South West Strategic Health Authority.</li> </ul>
<b>6</b>	<b>Benefits</b>	<p>The review will ensure that city priorities, as agreed by Plymouth 2020, are incorporated more fully throughout the plan.</p> <p>Elected representatives would be able to apply their experience and knowledge of governance arrangements to help develop the business plan leading to better outcomes for the general public.</p> <p>The review will highlight how the new Plymouth Provider Services would be able to engage with the Plymouth 2020 partnership in the future.</p>
<b>7</b>	<b>Beneficiaries</b>	<p>Patients, carers, staff and the general public.</p> <p>Plymouth Provider Services</p> <p>Plymouth City Council and partners.</p>

<b>8</b>	<b>Criteria for Choosing Topics</b>	Corporate priority area (Reducing Inequalities, Value for Communities and Delivering Growth and Raising Aspiration). New government guidance or legislation (Transforming Community Services Programme, QIPP). High budgetary commitment (A proposed new institution for the City and its travel to work area with a budget in excess of £90 million). Public interest issue covered in local media.		
<b>9</b>	<b>Scope</b>	The review would be restricted to part three (Strategy) and part nine (Governance, Leadership and Management) of Plymouth Provider Services Integrated Business Plan.		
<b>10</b>	<b>Exclusions</b>	All other aspects of the Integrated Business Plan.		
<b>11</b>	<b>Programme Dates</b>	February		
<b>12</b>	<b>Timescales</b>	<b>Milestones</b>  Single meeting of the task and finish group.	<b>Target Date for Achievement</b>  February	<b>Responsible Officer</b>  Ross Jago
<b>13</b>	<b>Links to other projects or initiatives / plans</b>	Plymouth Provider Services link to the Plymouth Priorities:  Delivering growth and raising aspiration Reducing inequalities Value for communities  Plymouth Provider Services integrated business plans has been developed in response to the NHS Transforming Community Services programme and key to the Quality, Innovation, Productivity and Prevention (QIPP) programme.		
<b>14</b>	<b>Relevant Overview and Scrutiny Panel</b>	Health and Adult Social Care / Children and Young People  Membership to be identified from the above panels.		
<b>15</b>	<b>Lead Officer for Panel</b>	Giles Perritt		
<b>16</b>	<b>Reporting arrangements</b>	Health OSP – 2 March 2011 (as the panel with statutory responsibilities as consultee)		
<b>17</b>	<b>Resources</b>	Officer time.		
<b>18</b>	<b>Budget implications</b>	There are no additional budget implications.		
<b>19</b>	<b>Risk analysis</b>	Not proceeding with this review would mean that proposals would not receive adequate scrutiny before being implemented in April.		
<b>20</b>	<b>Project Plan / Actions</b>	Project plan to be prepared by panel		