

Public Document Pack



Bob Coomber
Interim Chief Executive

Plymouth City Council
Civic Centre
Plymouth PL1 2AA

www.plymouth.gov.uk/democracy

Date: 20 July 2012

Please ask for: Helen Wright, Democratic Support Officer
T: 01752 304022 E: helen.wright@plymouth.gov.uk

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

AGENDA SUPPLEMENT

Date: Wednesday 25 July 2012

Time: 4 pm

Venue: Council House (next to the Civic Centre)

Members:

Councillor Mrs Aspinall, Chair.

Councillor Tuffin, Vice-Chair.

Councillors Bowie, Bowyer, Casey, Philippa Davey, James, Monahan, Murphy, Mrs Nelder, Nicholson and Wigans.

Please find attached information for consideration under agenda item no 13b.

Bob Coomber
Interim Chief Executive

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

13. WORK PROGRAMMES:

13b To consider and approve Project Initiation Documents **(Pages 1 - 6)**

REQUEST FOR SCRUTINY WORK PROGRAMME ITEM



PLYMOUTH
CITY COUNCIL

	Title of Work Programme Item	Library Modernisation
2	Responsible Director (s)	Adam Broome (Director for Corporate Services)
3	Responsible Officer	Chris Goddard, Acting City Librarian
	Tel No.	Tel ext 5916
4	Relevant Cabinet Member(s)	Cllr Peter Smith (Deputy Leader)
5	Objectives	<p>Public libraries are changing nationally and internationally at great speed. Many different approaches are being trialled, some with the intention of reducing expenditure and the level of services. The aim of this review is to achieve consensus and cross-party support for the future development of Plymouth's public library service at a time of great change and diverse opinions. Objectives are:</p> <ul style="list-style-type: none"> • To maintain and enhance the citywide network of library buildings and services • To expanding the role of libraries to provide wider Council information and services and those of its key partners, such as the NHS • To establish a blueprint for development which improves literacy, and by improving literacy improves employability • To create a service which remains sustainable in the face of future reductions in expenditure • To embed the "Co-operative Council" concept in the way communities contribute to decision-making about the service • To consider an approach to the use of volunteers which is appropriate to Plymouth and its communities
6	Who will benefit?	The scrutiny is an opportunity to consider how we use libraries in the city to the benefit of library users, council departments and partners. This will enhance the consultation process underway and will provide a particular opportunity for members and others to contribute prior to recommendations being made to cabinet/council.

7	Criteria for Choosing Topics (see table at end of document)	<ul style="list-style-type: none"> • High budgetary commitment • Issue consistently identified by Members as key through constituency activity • Public interest issue covered in local media
8	What will happen if we don't do this review?	There would be no independent scrutiny of the library modernisation programme.
9	What are we going to do?	Task and finish group
10	How are we going to do it? (witnesses, site visits, background information etc.)	Background information Scrutiny reports supplied by officers Potential site visits Witnesses.
11	What we won't do.	N/A
12	Timetable & Key Dates	Task and Finish Group meetings – Sept/Oct 2012 Task and Finish Group report to Customers and Communities OSP – 7 Nov 2012 Task and Finish Group report to Overview and Scrutiny Management Board (Delegated authority required) Task and Finish Group report to Cabinet – 13 Nov 2012
13	Links to other projects or initiatives / plans	Corporate plan
14	Relevant Overview and Scrutiny Panel / Membership if Task and Finish Group (to be decided by OSP before submission to OMB)	Customers and Communities Overview and Scrutiny Panel Task and Finish Group – Councillors Casey, Jarvis, Jordan, Martin Leaves and Tuffin
15	Where will the report go? Who will make the final decision	Task and Finish Group report to be considered by Cabinet on 13 November 2012 who will make final decision.
16	Resources (staffing, research, experts, sites visits and so on)	Staffing – particularly from library services Research Witnesses
17	Is this part of a statutory responsibility on the panel?	N/A
18	Should any other panel be involved in this review? If so who and why?	N/A
19	Will the task and finish group benefit from co-opting any person(s) onto the panel.	Yes – Co-opted person to be decided.
20	How does this link to corporate priorities?	The library modernisation programme links directly to Raising Aspiration, Reducing inequalities and Value for Communities.

REQUEST FOR SCRUTINY WORK PROGRAMME ITEM



PLYMOUTH
CITY COUNCIL

	Title of Work Programme Item	Social Fund replacement
2	Responsible Director (s)	Carole Burgoyne (Director of People)
3	Responsible Officer Tel No.	Peter Aley (Head of Safer Communities) Telephone Ext 4044
4	Relevant Cabinet Member(s)	Cllr Chris Penberthy (Portfolio holder for Cooperatives and Community Development)
5	Objectives	To advise the Council on the delivery options for the new scheme.
6	Who will benefit?	In April 2013 the Social Fund (SF) is going to be abolished. The Department for Work and Pensions (DWP) will hand partial funding to Local Authorities (LA) to design and deliver a localised welfare assistance scheme. Funding is based on figures from 2005/6 and 2010/11 and PCC will have approximately £750,000 to spend. The scrutiny panel will have the opportunity to influence how this money should and could be spent on the new Social Fund replacement scheme.
7	Criteria for Choosing Topics (see table at end of document)	<ul style="list-style-type: none"> • High budgetary commitment • New government guidance or legislation • Issue consistently identified by Members as key through constituency activity • Public interest issue covered in local media
8	What will happen if we don't do this review?	This review enables us to get as wide a consultation base as possible. Without this review, the consultation audience would be good, but not as varied.
9	What are we going to do?	Task and finish group.
10	How are we going to do it? (witnesses, site visits, background information etc.)	Background information Scrutiny reports supplied by officers Witnesses.
11	What we won't do.	Scrutinise the principles of the new scheme as this would have already been agreed by Cabinet in August 2012.

12	Timetable & Key Dates	<ul style="list-style-type: none"> Principles of scheme – cabinet planning – 28th August 2012 Stakeholder consultation – August to September 2012 Delivery method – cabinet planning – 27th November 2012 Final decision on overall scheme – Cabinet – 15th Jan 2013 Social Fund scheme delivered from PCC – 1st April 2013
13	Links to other projects or initiatives / plans	This is part of the Welfare Reform big ticket item in the new Corporate Plan
14	Relevant Overview and Scrutiny Panel / Membership if Task and Finish Group (to be decided by OSP before submission to OMB	Customers and Communities Overview and Scrutiny Panel Task and Finish Group – Councillors Ball, Damarell, Jarvis, Ricketts and Tuffin
15	Where will the report go? Who will make the final decision	Customers and Communities – 7 November 2012 Cabinet – 13 November 2012 or 15 January 2013
16	Resources (staffing, research, experts, sites visits and so on)	Staffing from across several departments Scrutiny reports supplied by officers Witnesses.
17	Is this part of a statutory responsibility on the panel?	N/A
18	Should any other panel be involved in this review? If so who and why?	The Scrutiny Management Board is undertaking a task and finish group on the overall Welfare Reform programme and it may be appropriate that this piece of work is aligned with that.
19	Will the task and finish group benefit from co-opting any person(s) onto the panel.	Yes – Co-opted person to be decided.
20	How does this link to corporate priorities?	The Social Fund replacement scheme has direct links with Reducing inequalities, and Value for Communities.

REQUEST FOR SCRUTINY WORK PROGRAMME ITEM



	Title of Work Programme Item	Finance and Performance Reporting
2	Responsible Director (s)	Chief Executive: Bob Coomber
3	Responsible Officer Tel No.	Head of Policy, Performance and Partnerships Giles Perritt
4	Relevant Cabinet Member(s)	Cabinet Member for Finance: Cllr Mark Lowry
5	Objectives	<p>To enable performance management rather than performance monitoring</p> <p>To focus on key areas where improvements are necessary to achieve city priorities</p> <p>To provide appropriate information to scrutiny members to enable effective performance management</p> <p>Provide clarity about accountabilities for performance across the council and its principle partnerships</p> <p>Avoid duplication of effort between those with performance management accountabilities</p> <p>Clarify reporting relationships between finance, HR and performance services</p>
6	Who will benefit?	<p>The Council and partners will receive appropriate input from scrutiny in managing performance</p> <p>Communities will benefit from improved outcomes if performance management arrangements are improved</p> <p>Scrutiny members be better equipped to fulfil their support and challenge duty</p>
7	Criteria for Choosing Topics (see table at end of document)	A number of key drivers, including supporting corporate priorities, potential high budgetary and performance impact, major interest from members and reflecting changes in legislation, including those to the regulatory regime

8	What will happen if we don't do this review?	Scrutiny members may be less effective in carrying out their duty to hold the executive to account with respect to performance
9	What are we going to do?	Review existing arrangements for performance and finance reporting, review the feedback from key stakeholders Agree formats and processes for future finance and performance management
10	How are we going to do it? (witnesses, site visits, background information etc.)	Review written evidence Interview stakeholders Review benchmarks with other Local Authorities and organisations Consider peer review
11	What we won't do.	Seek to duplicate the role of any other regulatory body
12	Timetable & Key Dates	One meeting to review existing evidence One meeting to ascertain stakeholder views One meeting to review draft proposals
13	Links to other projects or initiatives / plans	Corporate Plan Performance Management Framework
14	Relevant Overview and Scrutiny Panel / Membership if Task and Finish Group (to be decided by OSP before submission to OMB)	Overview and Scrutiny Management Board
15	Where will the report go? Who will make the final decision	Overview and Scrutiny Management Board September 2012 Cabinet October 2012
16	Resources (staffing, research, experts, sites visits and so on)	Council staff engaged in performance and finance management Other Local Authorities' resources for peer review
17	Is this part of a statutory responsibility on the panel?	Yes
18	Should any other panel be involved in this review? If so who and why?	No – management board comprised of members of other panels
19	Will the task and finish group benefit from co-opting any person(s) onto the panel.	None identified at this time
20	How does this link to corporate priorities?	Delivering Growth, Raising Aspiration, Reducing inequalities, Value for Communities.