

# Overview and Scrutiny Management Board

Wednesday 14 December 2011

## PRESENT:

Councillor James, in the Chair.

Councillor Nicholson, Vice-Chair.

Councillors Bowie (substitute for Councillor Wildy), Mrs Bowyer, Coker, Lock, Lowry, McDonald, Stark and Thompson.

Co-opted Representative: Mr D Fletcher.

Apologies for absence: Councillors Mrs Aspinall, Browne and Wildy.

Also in attendance: Councillor Bowyer (Cabinet Member for Finance, Property and People), Malcolm Coe (AD for Finance, Assets and Efficiencies), David Northey (Head of Finance), Patrick Hartop (Senior Policy Performance and Partnership Advisor), Judith Shore (Democratic and Member Support Manager), Giles Perritt (Lead Officer) and Katey Johns (Democratic Support Officer).

The meeting started at 2 pm and finished at 4 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.*

## 59. **DECLARATIONS OF INTEREST**

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

## 60. **MINUTES**

Agreed the minutes of the meetings held on 7 and 21 September 2011.

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

The Chair –

(a) reminded Members of the dates of the upcoming budget scrutiny process as follows –

- budget scrutiny workshop - 21 December 2011
- budget scrutiny day 1 – 11 January 2012
- budget scrutiny day 2 – 16 January 2012
- budget scrutiny day 3 – 18 January 2012

(b) sought approval to the appointment of the following three advisors to the Board to help in the budget scrutiny process –

- Deb Lapthorne, Joint Director of Public Health
- George Plenderleith, Chair, Community and Social Action Plymouth
- David Parlby, Chief Executive, Chamber of Commerce

(c) sought approval to the following changes to the agenda for this meeting –

- bringing forward of item 9 for consideration after agenda item 5;
- deferral to the next meeting of agenda item 7.

The Board agreed the proposals put forward by the Chair at (b) and (c) above.

(In accordance with Section 100(B)(4)(b) of the Local Government Act 1972, the Chair brought forward the above item of business in order to inform and consult with Members).

## 62. **PERFORMANCE AND FINANCE REPORT**

The Board considered the second monitoring report for 2011/12 which outlined the performance and finance monitoring position of the Council, as at the end of September 2011, and included an update on the Capital Programme.

Members were informed that the overall performance position continued to have no highly critical issues with the 2011/12 budget delivery plans being 90% on track. A number of positive outcomes were quoted such as –

- the success of the America's Cup World Series event;
- the completion and opening of the Eastern Corridor Phase I scheme.

In response to questions raised, Members were advised that –

- (a) the Council continued to actively pursue the recovery of its total Icelandic investments and was hopeful that 100% of monies in Glitnir and 95% of monies in Landsbanki would be returned along with a percentage of interest;
- (b) significant in-roads had already been made in reducing staff sickness across the authority and these efforts would continue until the 6% target was reached. A breakdown of the savings cost to the Council of 1 working day per FTE and the total savings cost should the 6 day target be achieved would be circulated to Members in writing after the meeting;
- (c) there had been a slight improvement in performance following the restructuring of the revenues and benefits section, however, time taken to

process claims remained unacceptable. The Support Services Overview and Scrutiny Panel would shortly be undertaking a task and finish group to look at this;

- (d) the money received from the sale of Citybus had been amalgamated into the capital receipt programme. This had avoided the need for the Council to take out unsupported borrowing. Invest to save projects continued to be delivered such as the Accommodation Strategy, upgrade of the MRF, West Hoe Pier and replacement of refuse collection vehicles;
- (e) a breakdown of the £158m spend over the next four years, together with an indication of whether or not it was on track, would be circulated to Members in writing after the meeting.

### 63. **LORD MAYORALTY BRIEFING PAPER**

The Board considered a briefing paper on the Lord Mayoralty services as presented by the Democratic and Member Support Manager.

Agreed that –

- (1) a task and finish group is set up to look at the overall budget provision for the Lord Mayoralty service, the criteria for attending events and engagements and to undertake a review of how this had been working since the criteria had been introduced;
- (2) Membership of the task and finish group will comprise Councillors James, Nicholson, Stark, Mrs Aspinall, Coker and McDonald;
- (3) approval of the Project Initiation Document is delegated to the Lead Officer, in consultation with Chair and Vice-Chair.
- (4) additional information relating to the number invitations received for events out of the City, how many had been attended and how this compared to previous years be circulated to Members in writing after the meeting.

### 64. **DEVONPORT REGENERATION COMPANY PARTNERSHIP (DRCP) SUCCESSION STRATEGY**

As agreed at minute 61 above, this item was deferred for consideration at next meeting.

### 65. **TRACKING DECISIONS**

The Board considered the schedule of decisions made and noted the latest position.

### 66. **CAPITAL PROGRAMME APPROVALS**

Further to City Council minute no. 59, the Cabinet Member for Finance, Property and People and the Assistant Director for Finance, Assets and Efficiencies were in attendance to explain how the Capital Approval Board operated and the manner in which schemes were brought forward. Members were advised that –

- (a) the funding of the capital programme was constantly under review by officers as funding streams become more certain and the outcome of grant bids were determined;
- (b) it was important that the most efficient use of the Council's resources was made and this required review and flexibility of the use of both borrowing and capital receipts, linked with grant and S106 funding. A schedule of S106 funding had recently been shared with the Growth and Prosperity Overview and Scrutiny Panel and arrangements would be made for it to be circulated to members of the Board;
- (c) consideration was currently being given to expanding membership of the Capital Approval Board to include two members of Cabinet;
- (d) departments would submit proposals to the Capital Approval Board and, if endorsed, would then need to prepare a detailed business case for submission to and approval by Cabinet and finally Council;
- (e) the Capital Programme was not a wish list and only those schemes with secured funding would be included. Schemes for which the Council had had no realistic chance of delivering would not be considered.

67. **CALL-INS**

There were no call-ins for consideration at this meeting.

68. **URGENT EXECUTIVE DECISIONS**

The Board noted that two urgent decisions had been taken since its last meeting, namely –

- Recognition of Unison to local collective bargaining arrangements
- Acquisition of Lease – 41 Estover Close (First Floor)

69. **FORWARD PLAN**

The Board noted that there had been fifteen additions to the Forward Plan since its last meeting, namely –

- Services for Children and Young People Basic Need Programme
- Plymouth Argyle Football Club
- Business Improvement District for Plymouth Waterfront
- Community Infrastructure Levy: Draft Charging Schedule
- Local Development Framework: Hoe and East End Sustainable Neighbourhoods Consultation

- Local Development Framework: Planning Obligations and Affordable Housing Supplementary Planning Document Second Review
- Council Tax Base 2012/13
- Contract Award: Supported Living Services Adults with a Learning Disability and who have Complex Needs
- Contract Award: Supported Living Services Adults with a Learning Disability and who are at risk of Perpetrating Harmful Behaviour
- Policy Framework Item: Corporate Plan 2012-15
- Policy Framework Item: Local Development Framework: Submission of Derriford Road and Seaton Area Action Plan
- Budget Item: Setting the 2012/13 Budget and the Council Tax
- Budget Item: Medium Term Financial Strategy
- Services for Children and Young People Primary Basic Need Programme
- Mount Edgcumbe Country Park – Sale of Picklecombe Cottage

70. **RECOMMENDATIONS**

With regard to recommendations from –

- (a) Growth and Prosperity relating to apprenticeships, this recommendation was withdrawn.
- (b) Support Services relating to Lord Mayoralty issues, this recommendation was not approved as the matter was to be considered by the Overview and Scrutiny Management Board.

The Board endorsed and agreed the following recommendations –

Customers and Communities Overview and Scrutiny Panel

- (1) **Strategic Framework for Information and Advice Services Framework**  
the adoption of the Strategic Framework for Information and Advice Services is commended to Cabinet;
- (2) **Work Programme**  
the issue of provision of training for councillors outside of normal working hours should be reviewed;

(3) **Plymouth Life Centre and Leisure Related Projects Programme Update**

that other scrutiny panels and the Health and Wellbeing Board consider the wider benefits to the community of the Plymouth Life Centre in delivering the city's priorities;

Children and Young People's Overview and Scrutiny Panel

(4) **Progress Update on Previous Tracking Resolutions**

that Matthew Currie is invited to be a young person co-opted representative on the Children and Young People's Overview and Scrutiny Panel;

(5) that the panel undertake a task and finish group on the Youth Service;

Support Services Overview and Scrutiny Panel

(6) **Sickness Policy Review – Present and Productive Workforce**

that the Overview and Scrutiny Management Board review the results of the interim staff survey 2011 when they become available and determine whether the Support Services Overview and Scrutiny Panel should take any further action;

(7) **Work Programme**

School Transfers to Academies is added as an item to the work programme for a future meeting after April 2012.

Cabinet

(8) a review of the Waterfront BID proposals be added to the work programme of the Overview and Scrutiny Management Board with a view to making a recommendation to the City Council regarding exercising its power of veto.

71. **BI-ANNUAL REPORTS**

The Board noted the Bi-Annual Scrutiny reports as submitted.

72. **WORK PROGRAMMES**

The work programmes of the Overview and Scrutiny Management Board and scrutiny panels were approved as submitted, subject to recommendation (8) at minute 70 above.

73. **PROJECT INITIATION DOCUMENTS (PIDS)**

The Board considered and agreed the following Project Initiation Documents –

- Identification of lessons to be learned from the process of derecognition of UNISON from collective bargaining arrangements (nb – task and finish group on this issue to be referred to Support Services Overview and Scrutiny Panel)
- Youth Unemployment in Plymouth (tabled as a result of motion on notice no. 15 to City Council on 5 December 2011) – Membership to comprise Councillors Nicholson, Coker, Stark, Wildy and K Foster, with another member to be identified by the Labour Group.

74. **TASK AND FINISH GROUP REPORTS / UPDATES**

The Board considered task and finish group reports from the Children and Young People and Growth and Prosperity Overview and Scrutiny Panels.

With regard to –

- (a) the Children’s Emotional Well Being and Mental Health, the report was endorsed and referred on to a future meeting of Cabinet;
- (b) Winter Maintenance Preparation (Gritting), the report was noted, having already been submitted to Cabinet.

75. **EXEMPT BUSINESS**

There were no items of exempt business.