



**Barry Keel**  
Chief Executive

Plymouth City Council  
Civic Centre  
Plymouth PL1 2AA

[www.plymouth.gov.uk/democracy](http://www.plymouth.gov.uk/democracy)

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Please ask for: Ross Johnston, Democratic Support Officer  
T: 01752 307990 E: [ross.johnston@plymouth.gov.uk](mailto:ross.johnston@plymouth.gov.uk)

## **SUPPORT SERVICES OVERVIEW AND SCRUTINY PANEL**

**Date:** Thursday 9 February 2012

**Time:** 4pm

**Venue:** Marlborough room, Council House

**Members:**

Councillor James, Chair

Councillor Lowry, Vice Chair

Councillors Berrow, Casey, Delbridge, Evans, Lock, Murphy, Rennie, Reynolds, Stark and Stevens.

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.

Please note that unless the chair of the meeting agrees, mobile phones should be switched off and speech, video and photographic equipment should not be used in meetings.

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# **SUPPORT SERVICES OVERVIEW AND SCRUTINY PANEL**

## **AGENDA**

### **PART I – PUBLIC MEETING**

#### **1. APOLOGIES**

To receive apologies for non-attendance by panel members.

#### **2. DECLARATIONS OF INTEREST**

Members will be asked to make declarations of interest in respect of items on this agenda.

#### **3. MINUTES (Pages 1 - 12)**

To confirm the minutes of the Support Services Overview and Scrutiny Panel meetings held on 24 November 2011.

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

To receive reports on business which, in the opinion of the Chair, should be brought forward for urgent consideration.

#### **5. INVEST TO SAVE PROJECTS UPDATE (Pages 13 - 18)**

The panel will receive an update from the Assistant Director for Finance, Assets and Efficiencies on invest to save projects.

#### **6. SOCIAL NETWORKING AND COMMUNICATION REVIEW**

The panel will receive an update from the Assistant Director for ICT on social networking and communication.

#### **7. PROCUREMENT SERVICE UPDATE (Pages 19 - 22)**

The panel will receive an update on the Procurement Service.

#### **8. EXTRACT FROM PERFORMANCE AND FINANCE REPORT (Pages 23 - 58)**

To receive an extract from the Performance and Finance report.

**9. SCRUTINY TRAINING REPORT (Pages 59 - 62)**

The panel will receive a report summarising the scrutiny training session held on 24 November 2011.

**10. TRACKING RESOLUTIONS AND FEEDBACK FROM OVERVIEW AND SCRUTINY MANAGEMENT BOARD (Pages 63 - 70)**

To receive a copy of the panel's tracking resolutions and any feedback from the Overview and Scrutiny Management Board on issues which concern this panel.

**11. WORK PROGRAMME (Pages 71 - 72)**

To receive the panel's work programme for 2011 - 2012.

**12. EXEMPT BUSINESS**

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for the following item(s) of business on the grounds that it (they) involve the likely disclosure of exempt information as defined in paragraph(s) of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

**PART II (PRIVATE MEETING)**

**AGENDA**

**MEMBERS OF THE PUBLIC TO NOTE**

that under the law, the Panel is entitled to consider certain items in private. Members of the public will be asked to leave the meeting when such items are discussed.

NIL.