

Co-operative Scrutiny Board

Wednesday 23 April 2014

PRESENT:

Councillor James, in the Chair.

Councillor Mrs Aspinall, Vice Chair.

Councillors Mrs Beer, Bowie, Philippa Davey, Sam Leaves, Murphy, Kate Taylor and Tuffin.

Apology for absence: Councillor Darcy.

Also in attendance: Mike Hirst (Head of Finance, Transformation/Portfolio Accountant), Phil Morgan (Senior Policy, Performance and Partnerships Adviser), David Northey (Head of Corporate Strategy), Giles Perritt (Head of Policy, Performance and Partnerships) and Helen Wright (Democratic Support Officer).

The meeting started at 4.00 pm and finished at 6.00 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.

149. **DECLARATIONS OF INTEREST**

In accordance with the code of conduct, the following declarations of interest were made –

Name	Reason	Interest
Councillor Samantha Leaves	Employed by NEW Devon Clinical Commissioning Group	Private
Councillor Mrs Beer	Employed by Devon and Cornwall Police	Private

150. **MINUTES**

Agreed that the minutes of the meeting held on 26 March 2014 are confirmed as a correct record.

151. **CHAIR'S URGENT BUSINESS**

There were no items of Chair's urgent business.

152. **WORK PROGRAMMES**

The work programmes of the Co-operative Scrutiny Board and the Caring Plymouth Panel were submitted for consideration and approval.

The Chair of the Caring Plymouth Panel raised issues relating to the timeline for the submission of the Plymouth Hospitals NHS Trust Quality Accounts.

The Board agreed to –

- (1) activate its provisional meeting scheduled for 11 June 2014, in order to scrutinise fairer charging;
- (2) draft a letter to Plymouth Hospitals Trust relating to the timeline for the submission of the Quality Accounts.

153. **TRACKING DECISIONS**

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

154. **FORWARD PLAN OF KEY DECISIONS AND PRIVATE BUSINESS**

The Board considered the following executive key decisions in the Forward Plan which were scheduled to be discussed at the Cabinet meetings between 10 March 2014 – 10 July 2014 –

- concession for a wireless network in Plymouth;
- Strategic Economic Plan Heart of the South West Local Enterprise Partnership;
- award of building contract for Langage employment units and to agree any associated financial increases within the capital programme;
- review and prioritisation of capital programme;
- cost and volume for fostering;
- purchase of land from the Ministry of Defence at Seaton;
- award the contract for the provision of low energy street lighting luminaires;
- fairer charging.

The Board noted the key decisions.

155. **CORPORATE MONITORING REPORT**

The Board received the provisional outturn position which outlined the finance monitoring position of the Council and HR information. The Head of Corporate Strategy provided an overview of the report, which outlined the following key areas –

- (a) the provisional outturn position for the year end reported an overspend of £58,000 (compared to the previous month's figure of £885,000);
- (b) a worsening position had been reported for the Joint Commissioning and Adult Social Care, which was attributed to the following –

- the current overspend could be attributed to unexpected sustained pressures including winter and summer ‘spikes’ from Derriford Hospital;
 - an increase in the overall number and cost of Supported Living Learning Disability clients with increasing complexity of need and the increase to care home fees;
- (d) there had been a reduction in the number of days sickness against a target of 7.59 to 6.79 per full time equivalent post.

The Board noted the report.

156. **CORPORATE PLAN PERFORMANCE MONITORING REPORT**

The Transformation Programme Manager presented the corporate plan performance monitoring report, which highlighted the following key points –

- (a) the quarter four report outlined progress and emerging trends against key actions and the supporting performance measures;
- (b) the majority of the ‘key actions’ remained on target to achieve their milestones and outcomes by the end of 2016/17;
- (c) of the 42 ‘key actions’ reported, 10 percent were not on target and had challenges in achieving their milestones;
- (d) of the 42 Key Actions -
 - three (deliverables that are delayed but had mitigation in place)
 - 38 (on target to achieve outcomes)
 - one (not on target)
- (e) of the 25 performance measures tracking outcomes of the Corporate Plan, the majority were performing well; seven of the performance measures were able to be updated on a quarterly basis, however others were updated on an annual basis or other frequencies;
- (f) not all data for the seven quarterly updatable measures was available; therefore the latest position remained the same as reported in quarter three; there was one performance measure which was to be developed and currently no data existed;
- (g) the targeting of the Council’s efforts to win competitive bids for additional external funding for the city had become vital to offset the decline in conventional government funding for Council services;
- (h) in recent years the Council had a proven successful with bids to agencies such as –

- Big Lottery;
 - Sport England;
 - Coastal Communities;
 - Stepping Stones to Nature;
 - Sustrans;
- (i) due to the uncertainty over the next three years targets for future years had still to be set.

In response to questions raised by Members, it was reported that –

- (j) the success of the Council in winning external bids did not necessarily result in additional funding being brought into the city (as these bids were offsetting the core funding of the Council);
- (k) with regard to -
- P17 ‘percent of residents who believe they can influence decisions affecting their local area’ a benchmarking exercise had been undertaken with other local authorities relating to this issue and as a result of this new measures would be proposed;
 - P19 ‘children’s safeguarding timing of core assessments’; this target was ‘amber’ as there had been an unanticipated increase in demand for children requiring assessments and was also due in part to the availability of social workers; in the second quarter more capacity had been dedicated to this issue and the backlog of cases had been cleared;

The Chair thanked the Transformation Programme Manager for attending the meeting.

157. **PROGRESS UPDATE BUDGET SCRUTINY RECOMMENDATIONS 2013-2014**

The Head of Policy, Performance and Partnerships presented a progress update on the budget scrutiny recommendations for 2013-14.

In response to a question raised, it was suggested that the Your Plymouth Panel consider the resourcing issues surrounding the continuing provision of the Sexual Assault Referral Centre for Plymouth.

The Board agreed that the resourcing of the Sexual Assault Referral Centre, for Plymouth, is included on the Your Plymouth Panel.

The Board noted the current position regarding the budget recommendations.

158. **A PLAN FOR THE SCRUTINY OF THE TRANSFORMATION PROGRAMME**

The Board received a Plan for the scrutiny of the Transformation Programme, the aim of which was to map out the specific work that the four Panels and the Board would carry out in scrutinising the Programme in the 2014/15 municipal year. The Senior Policy, Performance and Partnerships Adviser provided an overview of the plan, which outlined the following key areas –

- the current arrangements;
- developing a scrutiny work programme;
- the allocation of work;
- protocol for effective scrutiny of the Transformation Programme;

The Head of Finance, Transformation/Portfolio Accountant provided a presentation regarding the monitoring of Transformation Programme's finances, which highlighted the following key areas –

- the role and responsibilities of the Head of Finance, Transformation/Portfolio Accountant;
- finance monitoring;
- modelling and forecasting tools;
- reporting on costs;
- reporting on benefits.

In response to questions raised by the Board, it was reported that –

- (a) monthly monitoring reports would be available (on request);
- (b) it was considered that the ICT-Delt project should be considered by the Board and not the Your Plymouth Panel;
- (c) information would be provided relating to the cost of providing all the appropriate technology required for the Transformation Programme.

The Board agreed –

- (I) the current alignment of the Panels and the Board to the five work programmes remains for -
 - (a) the purposes of relationship building between the Panel/Board and the Programme Manager;

- (b) ongoing monitoring of financial and non-financial benefits/outcomes, risks, etc;
- (2) Possible reviews of specific issues from each programme and of cross-cutting issues based on presentations provided at the April meetings, will be discussed and agreed at the first business meeting of the Board in the new municipal year, then scoped so that they can be started as soon as possible after that;
- (3) membership of all the reviews carried out of the Transformation Programme is taken from across all of the Panels with findings reported back to the Board;
- (4) the protocol outlined in section five of the Plan is discussed and agreed with the Transformation Portfolio Office.

159. **CALL-INS**

There were no call-ins to consider.

160. **URGENT EXECUTIVE DECISIONS**

The Chair informed the Board that there had been one urgent executive decision relating to the Strategic Economic Plan (SEP) – Heart of the South West Local Enterprise Partnership.

Approval had been given by Cabinet to delegate authority to the Leader to approve the final version of the SEP ahead of its submission to Government in March 2014. However, due to Cabinet preparation cycles there was insufficient time to submit the final SEP to Cabinet between it being approved by the LEP Board and submitted to Government.

161. **RECOMMENDATIONS**

There were no recommendations to consider.

162. **CO-OPERATIVE REVIEW(S)**

There were no co-operative reviews to consider.

163. **EXEMPT BUSINESS**

There were no items of exempt business.