

Co-operative Scrutiny Board

Wednesday 25 June 2014

PRESENT:

Councillor James, in the Chair.

Councillor Mrs Aspinall, Vice Chair.

Councillors Mrs Beer, Darcy, Philippa Davey, Sam Davey, Jordan, Sam Leaves, Murphy, Stevens and Kate Taylor.

Apologies for absence: Councillors Bowie and Jon Taylor

Also in attendance: Ross Jago (Performance and Research Officer), David Northey (Head of Corporate Strategy), Giles Perritt (Assistant Chief Executive) and Helen Wright (Democratic Support Officer).

The meeting started at 4.00 pm and finished at 5.45 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.

1. NOTE THE APPOINTMENT OF THE CHAIR AND VICE CHAIR

The Board noted the appointment of Councillor James as its Chair and Councillor Mrs Aspinall as its Vice Chair for the forthcoming municipal year 2014/15.

2. DECLARATION OF INTEREST

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

3. MINUTES

The Board agreed that the minutes of the meetings held on 9 April and 23 April 2014 are confirmed as a correct record.

4. CHAIR'S URGENT BUSINESS

There were no items of Chair's urgent business.

5. TERMS OF REFERENCE

The Board noted its terms of reference which included a change in its membership from 10 members to 11.

6. **APPOINTMENT OF CO-OPTED REPRESENTATIVES**

The Board considered the appointment of co-opted representatives for the forthcoming municipal year and agreed to appoint co-opted representatives for specific items on the work programme and for co-operative reviews.

7. **WORK PROGRAMMES**

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

The Board agreed the work programmes for -

- (1) the Caring Plymouth Panel with the inclusion of implementing the Care Act 2014 project brief and that scrutiny of maternity services will be undertaken jointly with Devon and Cornwall;
- (2) the Working Plymouth Panel; however, scrutiny of the following items from the GAME transformation programme will be undertaken jointly with the Your Plymouth Panel –
 - Waste management
 - Recycling and street cleansing
 - Climate change and sustainability
 - Parks (including playgrounds and green spaces)
- (3) the Your Plymouth Panel with the inclusion of the following items –
 - Waste management
 - Recycling and street cleansing
 - Climate change and sustainability
 - Parks (including playgrounds and green spaces)

(these items formed part of the GAME Transformation Programme would be scrutinised jointly with the Working Plymouth Panel, to prevent duplication of work (as these items formed part of Your Plymouth Panel's terms of reference).

The Board considered that it would be unable to scrutinise all of the following transformation programme items at its meeting scheduled for 13 August 2014 –

- Strategic Centre Project Full Business Case
- Commissioning and Procurement Project Full Business Case
- HR, Finance and Corporate Services Project Full Business Case
- FM and business support full business case

The Board agreed –

- (4) its work programme;
- (5) that it will activate its provisional meeting scheduled for 27 August 2014 to consider two of the transformation programmes businesses cases.

The Performance and Research Officer presented the scrutiny of the transformation programmes (including the timetable) which provided information relating to –

- the budget scrutiny process and recommendation;
- summer scrutiny;
- objectives;
- approach;
- allocation of work to the Board and the Panels;
- timetable.

The Board agreed –

- (1) the timetable for the transformation programme;
- (2) that the additional meetings to consider the transformation programme items will be held as reviews rather than extra ordinary business meetings and a set of minutes will be drafted rather than a report, in order to meet the restricted timescales for consideration of these items.

8. **TRACKING DECISIONS**

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

With regard to minute 104, following the Board's decision to formally request Cabinet to re-adopt a four month forward plan of key decisions and private business, the plan now included items for consideration up until November 2014.

9. **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 and September 2014 –

- award of building contract for Langage employment units and to agree any associated financial increases within the capital programme;
- review and prioritisation of the capital programme;
- a framework for working with our citizens and communities;
- controlled parking zones: on street parking review;
- co-operative children and young people's services outline business case;
- integrated community health and social care delivery – detailed business case;

- fairer charging;
- integrated commissioning – detailed business case;
- implementing the Care Act 2014 – project brief;
- award of a contract extension for the ongoing management of landfill gas at Chelson Meadow landfill site;
- street services review project final business case;
- waste collection reorganisation project final business case;
- commercialisation project final business case;
- category management: fleet services project final business case;

The Board agreed to include on the Caring Plymouth Panel's work programme implementing the Care Act 2014 project brief.

10. **FINANCIAL OUTTURN 2013/14 INCLUDING CAPITAL PROGRAMME UPDATE**

The Head of Corporate Strategy presented the financial outturn 2013/14 which included an update on the capital programme, which highlighted the following key points –

- (a) the revenue position for the year, assuming that the transfers to and from reserves as proposed were approved, was a net spend of £212.618m;
- (b) following approval there would be a requirement for a transfer from the Working Balance, leaving a net working balance of £10.739m at 31 March 2014;
- (c) the final capital outturn position for 2013/14 was £47.217m;
- (d) the 2013/14 budget had set an ambitious target of reducing spend by £17.6m, which was over 8 percent of the total budget; the final outturn overspend at the end of the year was just £0;058m which was more than the target set;
- (e) it was proposed to transfer to the Transformation Reserve a total of £0.950m;
- (f) the main overspend was Co-operative Commissioning and Adult Social Care, with a final outturn position of £2.1m overspend; other savings within the People Directorate had reduced the overall overspend to £0.862m.
- (g) following the time limited introduction of the Voluntary Release Scheme (VRS) a total of 45 members of staff had left the authority's employment which resulted in a saving in excess of £0.150m for 2013/14;

- (h) a total of £1.483m additional unbudgeted income had been achieved through the Devon wide Business Rate Pool and the Small Business Rates Relief Fund.

The Board was advised that subsequent to the report being submitted to Cabinet on 17 June 2014, it had agreed a further recommendation 'that the Chief Executive meets with Councillor Lowry (Cabinet Member for Finance) and Councillor Tuffin (Cabinet Member for Health and Adult Social Care) to review the budget with a view to providing additional support for adult social care and to report back to Cabinet on any findings'.

The Board requested that a report on the movements within the budgets could be provided, in order to fully understand the financial position of the Council.

The Chair took the opportunity to thank the finance team for their hard work in reducing the overspend to £58,000.

11. **CALL-INS**

There were no call-ins to consider.

12. **URGENT EXECUTIVE DECISIONS**

There were no urgent executive decisions to consider.

13. **RECOMMENDATIONS**

The Board endorsed and agreed the following –

(1) Working Plymouth Panel -

- with regard to minute 4, the following items which formed part of the GAME Transformation Programme would be scrutinised jointly with the Your Plymouth Panel, to prevent duplication of work (as these items formed part of Your Plymouth Panel's terms of reference) –
 - ▶ waste management
 - ▶ recycling and street cleaning
 - ▶ climate change and sustainability
 - ▶ parks (including playgrounds and green spaces)
- with regard to minute 6, provisional monthly meetings are set up in order to undertake the anticipated high level of work;
- with regard to minute 10, the Board recommends to Cabinet the Growth and Assets Full Business Case;

- with regard to minute 11 (2), items relating to the Plymouth Plan (once known) would be scheduled in to the Panels' work programmes;
- the review request and scrutiny review project plan for electoral services (specifically looking at the help provided to those residents who were unable to read or write but wished to vote and were eligible to do so) to be taken under delegated authority with the Lead Officer, Chair and Vice Chair of the Board.

(2) Your Plymouth Panel -

- with regard to minute 5, Steve Meakin, Money Advice Co-ordinator, Devon and Cornwall is appointed as its co-opted representative for the municipal year 2014/15;
- with regard to minute 6 (1), Cabinet delays consideration of the Framework for Working with Citizens and Communities on 15 July 2014 and defers it to its next meeting;
- with regard to minute 6 (2), pre decision scrutiny in the form of a co-operative review takes place to –
 - ▶ explore using community organisations, for example existing community economic development trusts (CEDTs), to hold and deploy neighbourhood budgets and commission services such as youth services and health projects;
 - ▶ explore incorporating public health funding into devolved neighbourhood budgets so that communities can commission services projects and initiatives to improve the health and wellbeing of their neighbourhoods and tackle highly localised public health issues;
- with regard to minute 8, a cross panel and transformation focussed co-operative review is undertaken into the Customer Access Strategy;
- with regard to minute 9, the work programme subject to the inclusion of the following –
 - ▶ the Safer Plymouth Partnership; Crime Figures Update scheduled for September to include details of incidents of anti-social behaviour and hate crime;
 - ▶ a further update in respect of Safer Plymouth Partnership: Crime Figures to be scheduled for

consideration by the Panel at its meeting on 16 March 2014;

(3) Caring Plymouth Panel –

- with regard to minute 8, the panel forwards comments to the lead officer on the strategy so that a response to the draft strategy is prepared and the panel will be able to consider it at its meeting on 2 July 2014, prior to the strategy being submitted to NEW Devon CCG on 8 July 2014;
- NEW Devon CCG to bring back the draft locality plan for health and wellbeing hubs to include the service model and procurement process to select community providers (once developed but before it is undertaken). Timescale to be confirmed;
- provide further information about the adequacy of personalised budgets and regularity of reviews/assessments.

14. **CO-OPERATIVE REVIEW**

Councillor Darcy, the Chair of the review, presented the controlled parking zones: on street parking scrutiny report for the Board's endorsement. At present there was no policy in place and as such controlled parking zones were implemented on an informal basis. The report and recommendations would therefore help to inform the policy.

Councillor Darcy took this opportunity to thank the members and officers involved in the review and paid particular thanks to Gill Peele (Lead Officer) and Helen Rickman (Democratic Support Officer) for their support.

Following discussions the Board highlighted the following key areas –

- (a) with regard to 5.1.1 (aa), there had been little or no response from residents living in the East End, relating to the on street parking consultation undertaken in 2011, as at that time there were no controlled parking zones in operation in this area;
- (b) with regard to recommendation 3, concerns were raised relating to whether ward councillors should use their Living Streets budgets to pay for incidental expenses incurred whilst undertaking the initial and informal consultation with residents;
- (c) with regard to recommendation 5, concerns were raised that the proposal to radically reduce the zones and time restrictions may have a detrimental effect in Wards; any restrictions imposed would need to complement neighbouring areas/Wards;

- (d) with regard to recommendation 11, the proposal to seek clarification on whether households that were exempt from council tax could be considered separately and be exempt from parking permits, would specifically penalise students in the city;
- (e) whilst it was recognised that across the city there were currently 53 resident parking zones in operation, caution was urged relating to rationalisation of the schemes, as each area had its own unique issues;
- (f) concerns of Ward Councillors with regard to the frequency of consultation with residents on proposals for controlled parking zones and the possibility of imposing a time limit before conducting another consultation.

The Board agreed that the recommendations outlined in the controlled parking zones – on street parking scrutiny report are referred to Cabinet for consideration together with the comments of the Board.

The Board further agreed the co-operative review into the Fairer Charing Policy and the Integrated Health and Wellbeing Transformation Programme submitted by the Caring Plymouth Panel.

15. **EXEMPT BUSINESS**

There were no items of exempt business.