

**Performance, Finance and Customer Focus Overview and Scrutiny Committee – Tracking Decisions 2021/22**

<b>Minute No.</b>	<b>Resolution</b>	<b>Target Date, Officer Responsible and Progress</b>
<p>1 December 2021</p> <p>Minute 25 Finance and Capital Monitoring Report September 2021</p>	<p>It was agreed that –</p> <ol style="list-style-type: none"> <li>1. Members note the Finance and Capital Monitoring Report September 2021;</li> <li>2. Members were advised that a written response would be provided detailing the risk and affordability of the council’s business cases, specifically regarding construction.</li> </ol>	<p><b>Date:</b> December 2021 <b>Progress:</b></p> <ol style="list-style-type: none"> <li>1. Complete</li> <li>2. Information requested</li> </ol>
<p>2 March 2022</p> <p>Minute 38 Corporate Plan Performance Report</p>	<ol style="list-style-type: none"> <li>1. to note the Corporate Plan Quarter Three Performance Report;</li> <li>2. that a breakdown of the numbers and different types of staff sickness would be provided to Members;</li> <li>3. that a response would be provided to Members as well as to Members of the Brexit, Infrastructure and Legislative Change Overview and Scrutiny Panel regarding an explanation as to why there had been a significant decrease in inward investment and what actions were being taken to address this;</li> <li>4. that a response regarding how many families were currently housed in bed and breakfast, including the number of children, and how long had they been there would be provided to Members as well as Members of the Education and Children’s Social Care Overview and Scrutiny Committee for their information;</li> <li>5. that a detailed response specifying what actions were being taken to mitigate the risk of Plymouth being below average for early years settings deemed to be ‘good or above’, and how the Council was monitoring progress now that data was no longer being provided to the local authority from these</li> </ol>	<p><b>Date:</b> March 2022 <b>Progress:</b></p> <ol style="list-style-type: none"> <li>1. Complete</li> <li>2 - Complete</li> <li>3– Complete</li> <li>4 – Complete</li> <li>5 – Complete</li> <li>6 – Complete</li> <li>7 – Complete</li> </ol>

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	<p>settings, would be provided to Members as well as Members of the Education and Childrens Social Care Overview and Scrutiny Panel;</p> <p>6.that a report should be scheduled on the panel’s work programme for the next scheduled meeting detailing what support the Council was providing for those seeking resettlement from Syria, Afghanistan and Ukraine;</p> <p>7.a response would be provided to Members detailing the drop in the council’s customer experience score and reasons as to why this was the case.</p>	
<p>29 June 2022 Minute 6 Policy Brief</p>	<p>Members agreed to recommend that:</p> <ol style="list-style-type: none"> <li>1. a central tracking system is established to assure Councillors that available funding opportunities are taken advantage of and that the implications are fully considered;</li> <li>2. an update on the Government’s £300m commitment to local authorities to prevent youth offending would be provided to Members when available.</li> </ol>	<p><b>Date:</b> August 2022 <b>Progress:</b> 1.Complete, response emailed. 2.Response requested</p>
<p>29 June 2022 Minute 9 Corporate Plan Performance Report Q4</p>	<p>It was agreed that –</p> <ol style="list-style-type: none"> <li>1 a written response would be provided to Members providing more detail as to why there was a 39% target set for recycling as this was considered rather low;   <p style="color: blue;">Response (26/08/22): “Targets are reviewed at the start of each financial year. Plymouth’s recycling rate is consistently below the national average, which was 44% in 2021/22, while ours was 37%. Although we aspire to close this gap, our highest rate in recent years was 38.2% in 2018/19. Targets that are unrealistically high can have a negative impact on motivation to achieve. Therefore, a target that is between national rates and our historical performance is more realistic and achievable for Plymouth, while still aiming for an improvement in performance.”</p> </li> <li>2 a written response would be provided to Members as to whether all recyclables collected were able to be recycled;</li> </ol>	<p><b>Date:</b> August 2022 <b>Progress:</b> Complete</p>

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	<p>Response (26/08/22): “Not all waste deposited in the green bins can be recycled and the reject rate is calculated each month from tonnage data and split into two distinct types:</p> <ul style="list-style-type: none"> <li>• Front end rejects which are recovered from the waste before it enters the MRF. This consists mostly of non-recyclable materials such as entire bags of waste, food waste, nappies electrical goods etc. These ‘front end’ rejects are currently averaging about 10% of total inputs.</li> <li>• Back-end rejects which are materials rejected during the process. This will be fines, smaller contaminants, contaminated paper etc. These back-end rejects average around 8% of total inputs.”</li> </ul> <p>3 a written response would be provided to Members upon carbon emissions emitted by the Council;</p> <p>Response (26/08/22) “The Council’s response to the Climate Emergency is scrutinised by the Growth and Infrastructure Overview and Scrutiny Committee. The link below is to the most recent update to this committee”</p> <p><a href="https://democracy.plymouth.gov.uk/ieListDocuments.aspx?CId=1251&amp;MId=10083&amp;Ver=4">https://democracy.plymouth.gov.uk/ieListDocuments.aspx?CId=1251&amp;MId=10083&amp;Ver=4</a></p> <p>4 a written response would be provided to Members regarding if the Council received revenue from composting;</p> <p>Response (26/08/22): “If this refers to green waste collected at the HWRCs and garden waste collections, then the answer is no. Nevertheless, it is cheaper to dispose of at £30 per tonne, rather than £90 per tonne.”</p> <p>5 a workshop is held so Members can understand and help the positively influence the process of target setting regarding key performance indicators and discuss what performance information is most appropriate for the scrutiny function (this would be listed as an item for consideration at the Scrutiny Management Board);</p> <p>Response (26/08/22): “Workshop is being organised by the Performance and Risk Team along with the Head of Governance, Performance and Risk. This workshop will happen in September or October 2022.”</p> <p>6 the Corporate Plan Quarter Four Performance Report is noted.</p>	
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<p>29 June 2022 Minute 10 Capital and Revenue Outturn Report 2021/22</p>	<p>It was agreed that –</p> <ol style="list-style-type: none"> <li>1. the contents of the Capital and Revenue Outturn Report 2021/2022 was noted;</li> <li>2. a written response would be provided to Members on whether savings in the budget were made as a result of reduced demand or restricted demand;</li> <li>3. a written response would be provided to Members on the £4m savings target in the Children’s Services directorate and how this would be delivered;</li> <li>4. information, as a result of the deep dive into Children’s Services by the Strategic Director for Finance, the Portfolio Holder for Finance and Children’s Services, and the Shadow Portfolio Holder for Finance, would be provided to Members of the Performance, Finance and Customer Focus Overview and Scrutiny Panel as well as the Children and Young People Overview and Scrutiny Panel.</li> </ol>	<p><b>Date:</b> August 2022 <b>Progress:</b> 1.complete 2.information requested 3.information requested 4. a meeting is due to be arranged to discuss this issue.</p>
<p>29 June 2022 Minute 11 Member Development Update</p>	<p>It was agreed that Members –</p> <ol style="list-style-type: none"> <li>1. note the activity undertaken and planned development opportunities;</li> <li>2. support the ambition to gain Member Development Charter Status and necessary strategy development;</li> <li>3. support the creation of a Councillor Development Steering Group to report to the Audit and Governance Committee of the Council;</li> <li>4. receive further updates outside of the meeting (via email etc);</li> <li>5. receive for scrutiny at a future meeting of the Committee, a draft Member Development Strategy in advance of its approval (Reason: for the Council to formalise its approach);</li> </ol>	<p><b>Date:</b> August 2022 <b>Progress:</b> 1 – 6 = complete</p>

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	<p>6. recommend that the Councillor Development steering group:</p> <ul style="list-style-type: none"> <li>• considers what training could become mandatory;</li> <li>• looks at proactive ongoing organic type development of specific skills and understanding for Councillors</li> <li>• looks at how to improve the induction programme for new or returning Councillors.</li> </ul>	
<p>29 June 2022 Minute 12 Leisure Services Contract</p>	<p>The Committee agreed that –</p> <ol style="list-style-type: none"> <li>(1) a report would be provided at the next meeting to consider financial profit and loss for each leisure facility, including membership details, investment information and opportunities and risk (part 2 report required);</li> <li>(2) Officers consider the feasibility of bringing all of the Council’s leisure facilities into one contract to enable better management and potential cost saving opportunities.</li> </ol>	<p><b>Date:</b> August 2022 <b>Progress:</b> 1.report requested 2.recommendation forwarded to Officers.</p>
<p>29 June 2022 Minute 13 Bereavement Services Update</p>	<p>Members agreed to recommend that:</p> <ol style="list-style-type: none"> <li>1. Cabinet were encouraged to act swiftly in signing a design and build contract for the construction of the Crematorium works;</li> <li>2. an updated business case for the Crematorium project was submitted to the Performance, Finance and Customer Focus Overview and Scrutiny Committee to be discussed under part 2;</li> <li>3. a governance board was established by Cabinet with cross party membership as a matter of urgency for the Crematoria project.</li> </ol>	<p><b>Date: June 2022</b> <b>Progress:</b> 1.complete – sent to Cabinet 2.Complete – item on 12 September agenda 3.request forwarded to officers.</p>