

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

TRACKING RESOLUTIONS

Bold target date = outstanding by more than 2 months

Grey = Completed

OVERVIEW AND SCRUTINY COMMISSION RESOLUTIONS

2008/09

Minute number	Resolution	Date agreed	Action by	Progress	Target date	Comments
60 (1) Performance Management Arrangements for Plymouth's LAA 2008-11	The current arrangements for reporting performance against LAA targets be noted and further discussion regarding exception management reporting, how information should be reported to relevant scrutiny panels and how communications between theme group chairs and panels could be improved be discussed at the breakfast meeting and considered at the next Commission meeting.	16.10.08	Commission and LSP Theme Group Chairs	<p>The LSP's Executive Group's proposals will be submitted to the LSP Board meeting due to take place in March and a project plan for each proposal is being developed.</p> <p>Development of linkages between the LAA and scrutiny will be included in the Scrutiny Improvement Plan under the terms of reference section.</p> <p>Breakfast meeting held on 16.7.09. Item on O & S Management agenda for 5.8.09.</p> <p>Completed.</p>	<p>19.3.09</p> <p>16.7.09</p>	
127 Decisions Called In: Increase in Fees Charged by the Public Protection Bereavement Service	<p>the resolution and recommendation included in sections 6 and 7 of the Commission's report (attached as an appendix to these minutes) be accepted -</p> <p>6.1 Members of the Commission <u>resolved</u> not to refer the decision back for reconsideration and that the original delegated decision (increase in fees charged by the public protection bereavement service) is to be upheld and implemented as outlined below:</p> <p>(1) the cremation fee to £495;</p> <p>(2) chapel fees to £50 for each half hour slot booked in addition to that included in the cremation service;</p> <p>(3) all other fees by 5 per cent.</p> <p>7.0 Recommendations</p> <p>7.1 <u>Resolved</u> that a recommendation go to Cabinet Members and the Corporate Management Team outlining that all reports should contain accurate information and should specify if consultation had taken place and with whom.</p>	12.3.09	CMT (Head of Performance, Policy & Partnerships)	<p>DMS Manager report to OSC on 2 July that Director for Corporate Support would be taking the matter forward to CMT and to Cabinet shortly.</p> <p>Written response submitted to O & S Management Board meeting of 5.8.09.</p> <p>Completed.</p>	<p>New municipal year</p>	

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135 Forward Plan 1 March – 30 June 2009	A request for Commission to undertake a review of the Forward Plan and Cabinet Member delegated decision templates, which required to be improved to take into account the Plymouth Compact and relevant Codes of Practice relating to consultation, once adopted, be considered.	19.3.09	DMS Manager		In due course	
138 (2)	With regard to R16, the Children & Young People and Health & Wellbeing OSPs be requested to provide a report on teenage pregnancy and NEET issues to the Resources & Performance OSP	19.3.09	Children & Young People and Health & Wellbeing OSPs / Democratic Support Staff	At Commission on 11 June, the following comments were made: <ul style="list-style-type: none"> The Chair advised that a Children & Young People and Health & Wellbeing OSP joint task and finish group to consider teenage pregnancies was due to be arranged shortly and it was agreed that there also needed to be one arranged for NEET; The Chair of Health & Wellbeing OSP advised that she would like to see Plymouth taking a lead in trying to change the term 'Sexual and Relationship Education' to 'Relationship and Sexual Education' in order to achieve the appropriate emphasis. 		
145 Scrutiny Improvement Plan	Commission confirm their support for the Resources & Performance OSP's approach to the problem of Cabinet resistance to scrutiny of the Life Centre project and that an update on the outcome of the informal meeting (with the Chair of R & P OSP, Cabinet Member and Head of Legal Services) be provided to Commission in due course.	16.4.09	Chair of Resources & Performance OSP	Chair of R & P OSP reported to Commission on 11 June 2009 that there had been better paperwork and debate on the Life Centre at their meeting on 10 June 2009. Completed.	In due course	
146 Forward Plan 1 April – 31 July 09	The Democratic and Member Support Manager would investigate Members' queries raised above (see minute 146).	16.4.09	DMS Manager		New municipal year	
153 (1) Deputy Leader and Chief Executive	The outcome of discussions at Cabinet regarding consideration of including a basic commercial operation in the Life Centre project be provided to Commission in due course.	7.5.09	Democratic Support Staff / Chief Executive	Will present after appointment of contractor.	In due course	

2009/2010

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7 (1) Forward Plan 1 June to 30 September 2009	The Chair of Commission take up issues referred to above with Cabinet Members (see minute 7 (i) – (v)).	11.6.09	Chair of Commission		2.7.09	

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7 (2)	Cabinet and the CMT be requested, in future, to tag Forward Plan items involving capital projects to clearly identify which project it was in relation to the capital programme.	11.6.09	Democratic Support Staff / Head of Policy, Performance & Partnerships	To be considered at Cabinet on 11.8.09.	2.7.09	
9 (1) Plymouth Citybus Limited Shareholding	The progress of the project be monitored by the Growth and Prosperity OSP who could consider inviting the Chair and Vice Chair of the Support Services OSP.	11.6.09	Democratic Support Staff		6.7.09	
9 (2)	A written response be provided by the Director for Corporate Support in respect of the Coypool Action Plan	11.6.09	Director for Corporate Support	Written response submitted to O & S Management Board meeting of 5.8.09. Completed.	First meeting of Management Board	
10 (1) Proposed Scrutiny Structure and Terms of Reference	Council be requested to refer the following to Cabinet to consider – in respect of resources for dedicated scrutiny support: (a)resources be identified from with the TCP Reserve budget as soon as practicable to fund two dedicated scrutiny support posts, subject to the agreement of suitable role profiles and remuneration, for a period of 12 months, pending the mainstreaming of these resources; (b)funded secondment opportunities, to coincide with (a) above, be created to facilitate the provision of three further scrutiny support posts from the Community Services, Children & Young People Services and Development & Regeneration Depts to complete a dedicated scrutiny support team serving each of the five panels; (c)contributions to the scrutiny support function to be sought from statutory LSP partners.	11.6.09	Democratic Support Staff / Council	Agreed at Council, to be referred to Cabinet (11 August 09).	6.7.09	
10 (2)	Council be recommended to adopt the Revised Scrutiny Structure and Terms of Reference.	11.6.09	Democratic Support Staff / Council	Adopted at Council 6.7.09 Completed.	6.7.09	

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11 Scrutiny Work Programme 2009/10	The Head of Policy, Performance & Partnerships and the Democratic & Members Support Manager be requested to draw up an appropriate draft work programme for the new Scrutiny Management Board.	11.6.09	Head of Policy, Performance & Partnerships and DMS Manager	Work programmes submitted to O & S Management Board meeting of 5.8.09. Completed.	First meeting of Management Board	
17 Call-in: Rival Markets Policy	The resolution and recommendations included in section 6 of the Commission's report (attached as an appendix to these minutes) is accepted. Resolved that the following recommendations are submitted to the Cabinet – (1) clarification is sought on the impact on charities, organisations and the local community on the proposal to restrict the number of car boot sales within a 12 month period to 12 with not more than one market being held on a Sunday in any 28 day period and planning permission issues; (2) further consultation with providers, charities and the third sector is undertaken and the implementation of the policy is deferred to allow the assessment of the feedback; (3) raise awareness throughout the authority of the third sector compact.	23.6.09	Cabinet	Response from Cabinet Member submitted to O & S Management Board meeting of 5.8.09. Completed.		
18 Call-in: Accommodation Strategy	That the resolution included in section 6 of the Commission's report (attached as an appendix to these minutes) is accepted. Resolved not to refer the decision back for reconsideration and that the original Cabinet decision (Accommodation Strategy) is to be upheld and implemented as outlined below: (1) the strategy is adopted as a way to reduce the Council's future accommodation costs.	23.6.09	Cabinet	Completed.		

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22 Call-in: Transfer of Brickfields Management	<p>The Cabinet be recommended to reconsider its decision about the transfer of the Brickfields management made on 2 June 2009 and accept the recommendations included in Section 6 of the Commission's report (attached as an appendix to these minutes).</p> <p>Resolved to refer the decision back to the Cabinet for the following reasons –</p> <p>(1) the consultation with local residents is not yet complete and the results of the consultation should be considered prior to a final decision about the transfer of the Brickfields facility;</p> <p>(2) firm assurances should be received from the agencies that funded the Brickfields Leisure management, if the proposed transfer option is implemented they will not require the return of any part of the funding.</p>			<p>Response from Cabinet Member submitted to O & S Management Board meeting of 5.8.09.</p> <p>Completed.</p>		
26 Call-in: Plymouth CityBus Limited Shareholding	<p>The resolution included in section 6 of the Commission's report (attached as an appendix to these minutes) be accepted.</p> <p>Resolved that the Cabinet decision to seek, and negotiate proposed terms with, potential purchasers of shares in Plymouth CityBus Limited subject to full Council approval of any final recommendation for sale be not referred back to the decision maker (Cabinet). (For full decision see resolutions of Cabinet minute no. 4 09/10.</p>		Cabinet	Completed.		
33 (1) Governance and Accountability of Local Strategic Partnership	The above comments be referred to Cabinet for consideration (see minute 21 (i)-(xii)).	2.7.09	Head of Corporate Planning		14.7.09	
33 (2)	The Audit Commission guidance be emailed to Members of the new O & S Management Board by the Head of Corporate Planning, bullet point format if possible.	2.7.09	Head of Corporate Planning		5.8.09	
35 (b) Work Programme request (PID)	The work programme request in respect of a review of Plymouth Skateboarding Byelaw be approved, to be added to the work programme of the Growth & Prosperity OSP	2.7.09	Democratic Support Staff	<p>To report to Growth & Prosperity OSP.</p> <p>On Growth & Prosperity OSP work programme.</p> <p>Completed.</p>	20.7.09	

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37 (1) Minutes of OSPs	In respect of Sustainable OSP minute 5 (i) and (iii), the Customers & Communities OSP be requested to submit work programme requests (PIDs) to the first meeting of the Management Board in respect of – <ul style="list-style-type: none"> Waste Collection The Hoe Foreshore 	2.7.09	Democratic Support Staff / Customers & Communities OSP	To action at Customers & Communities OSP. Hoe Foreshore considered by Sustainable Task and Finish Group on 3 July 2009 – see Management Board agenda item regarding Recommendations from Panels.	27.7.09	
37 (2)	In respect of Sustainable OSP minute 6.1 (1), the Customers and Communities OSP be identified as responsible for the anti social behaviour issue.	2.7.09	Democratic Support Staff	To report to Customers & Communities OSP. On terms of ref submitted to C & C OSP meeting of 27.7.09. Completed.	27.7.09	
37 (3)	Sustainable OSP minute 6.1 resolutions (2) and (3) be approved re operational housing services (Customers & Communities OSP) and strategic housing (Growth & Prosperity OSP).	2.7.09	Democratic Support Staff	To report to Growth & Prosperity OSP and Customers & Communities OSP. Completed.	20.7.09 27.7.09	
37 (4)	Regarding Sustainable OSP minute 6.1, resolution (4), the Growth & Prosperity OSP be identified as the appropriate Panel for strategic future waste disposal arrangements and the Customers & Communities OSP be identified as the appropriate panel consider the day to day running of the service.	2.7.09	Democratic Support Staff	To report to Growth & Prosperity OSP and Customers & Communities OSP. Completed.	20.7.09 27.7.09	
37 (5)	With regard to Health & Wellbeing OSP minute 87 resolutions (1) and (2), it be agreed that the Democratic and Member Support Manager be requested to set up presentations for all Members and LSP theme groups.	2.7.09	DMS Manager	In progress	5.8.09	
37 (6)	The resolution of Health & Wellbeing OSP minute 88 'to promote partnership working in the context of the developing localities agenda in order to support improved health outcomes' be agreed.	2.7.09	Democratic Support Staff	To report to Health & Adult Social Care OSP at next meeting. Completed.	29.7.09	

Resolutions b/f from Resources & Performance OSP

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112 (3)	A breakdown of a structure of resources for scrutiny be provided.	13.5.09	Head of Policy, Performance and Partnerships		6.7.09	
112 (4)	A diagram of existing policy and performance personnel within the Children's Services directorate be provided.	13.5.09	Head of Policy, Performance and Partnerships		6.7.09	

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112 (6)	Cross-cutting CIPs and themes, e.g. CIP 4, be identified for each panel and measures be put in place for Panels to monitor these as part of their work programme.	13.5.09	DMS Manager		11.6.09	
112 (8)	The scrutiny budget to be made open and transparent.	13.5.09	DMS Manager			
6 (09/10) CAA arrangements for Plymouth	A workshop/seminar on the subject of CAA be arranged for all Members.	10.6.09	Head of Policy, Performance & Partnerships/ DMS Manager	Tracking forwarded to Management Board	5.8.09	
9 Joint Finance and Performance Report	A schedule of sources from where the agreed transfers of £8.6m had come from be provided to the Panel Members.	10.6.09	Arthur Simons, Deputy Head of Finance	Response to be provided to Management Board	5.8.09	