

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
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. 'Life Centre and related projects including outsourcing management' on Customers & Communities OSP work programme for 23.11.09.	2.12.09	

2009/2010

Minute number	Resolution	Date agreed	Action by	Progress	Target date	Comments
33 (1) Governance and Accountability of Local Strategic Partnership	The above comments be referred to Cabinet for consideration (see minute 33(i)-(xiv), attached to this schedule).	2.7.09	Head of Corporate Planning	Management Board received update on 5.8.09 that LSP Executive had considered the draft governance arrangements, and scrutiny arrangements were to be added to that, Cabinet had not yet considered this, report possibly next Management Board meeting. Management Board received update on 7.10.09 that LSP Board wished to consult those affected and had deferred the item, to be considered before December.	14.7.09 2.12.09	Not yet ready (2.9.09)
37 (5)	With regard to Health & Wellbeing OSP minute 87 resolutions (1), it be agreed that the Democratic and Member Support Manager be requested to set up presentations for all Members and LSP theme groups. (A presentation on – <ul style="list-style-type: none"> • how the Care Quality Commission would operate • what the change of inspectorate would mean for the service • how the changes would feed into the Comprehensive Area Agreement) 	2.7.09	DMS Manager	Management Board received update on 7.10.09 that the presentation for all Members and LSP theme groups on the Care Quality Commission would be delayed until the outcome of the recent Adult Social Care inspection was known.	5.8.09 2.12.09	

Resolutions b/f from Resources & Performance OSP

Minute number	Resolution	Date agreed	Action by	Progress	Target date	Comments
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	Members and Lead Officers requested to consider CIPs and cross-cutting CIPs – see minute no. 46 (a) (4) below. Completed.	11.6.09	

Resolutions of Overview and Scrutiny Management Board 2009/10

Minute number	Resolution	Date agreed	Action by	Progress	Target date	Comments
6g Quarterly reports	The quarterly scrutiny reports be added to the work programmes of all Panels, with the first quarterly report to be considered by Panels at their September meetings and submitted to Management Board on 7 October 2009.	5.8.09	Democratic Support Staff/ Head of Policy, Performance & Partnerships/ Lead Officers	Included in all work programmes. Delay to first quarterly report as dependent on Lead Officer appointments. All Panels meeting in September requested to approve delegated authority in respect of approving first quarter scrutiny reports to lead officers in consultation with Chair & Vice-Chair, in order to meet agenda deadline of 26.10.09. Lead officer role definition required, deferred to November Panel dates.	4.11.09 2.12.09	
29a (2) bi-monthly finance and performance report	All high level budgetary risks be referred to Panels for monitoring, including – <ul style="list-style-type: none"> Children's Services: 'looked after children'; Development and Regeneration: income levels in respect of rentals, planning applications, building control and car parking 	7.10.09	Democratic Support Staff	Referred to Panels. Completed.	2.12.09	
29a (3)	Discussions regarding the report format/content be held by Members at a future time	7.10.09	Board Members			
29b (1) timetable of key dates re drafting of 2010/11 budget and Corporate Plan, together with a table of consultation events	Support Services OSP be requested to develop proposals for achieving public engagement consultation on the proposed budget, at the earliest opportunity.	7.10.09	Democratic Support Staff	On Support Services OSP agenda for 21.10.09. See Management Board agenda 2.12.09 item regarding recommendations from Panels. Completed.	4.11.09	

Minute number	Resolution	Date agreed	Action by	Progress	Target date	Comments
29b (2)	The Head of Performance, Policy & Partnerships be requested to consider how to ensure that Members are properly informed about external inspection findings in order to properly enable the setting of CIPs.	7.10.09	Head of Performance, Policy & Partnerships	Advice required in time for O & S Panel meetings to be held in November.	2.12.09	
31 (2)	Regarding R & P OSP minute 112 (4) (08/09), the Head of Performance, Policy & Partnerships be requested to discuss the proposed restructure of policy and performance personnel within the Services for Children and Young People's department with the Chair of the Children & Young People's OSP.	7.10.09	Head of Performance, Policy & Partnerships	By next meeting of the Children & Young People OSP.	19.11.09	
32c new items from the Forward Plan 1.10.09-31.1.10 with a view to identifying items for scrutiny	The Children & Young People's OSP be requested to consider the Forward Plan item no. FP 31 09/10, 'Building Schools for the Future – Governance'.	7.10.09	Democratic Support Staff		19.11.09	
33b To agree further meetings / discussions with the LSP Theme Groups	Meetings for the Chairs of Theme Groups and scrutiny panels be arranged for the following dates, 8.30 commencement time – <ul style="list-style-type: none"> • 4 November 2009 • 20 January 2010 • 31 March 2010 	7.10.09	Democratic Support Staff	Meeting of 4.11.09 cancelled due to low availability of Theme Group Chairs, but 20.1.10 meeting should be retained as protocols were being prepared and should be ready for that date.		
34 (2) to receive and consider recs from Panels for Management Board, Cabinet or Council	With regard to (xi), first bullet point (see minute 34), the Head of Performance, Policy and Partnerships be requested to provide a report on 'Councillor Call for Action' and report to the next meeting of the Customers & Communities OSP the date by which this will be available	7.10.09	Head of Performance, Policy & Partnerships	Next Customers & Communities OSP business meeting to be held on 23 November	23.11.09	
42 Tracking Resolutions	The Head of Performance, Policy & Partnerships be requested to take forward with Lead Officers the issue of quarterly scrutiny reports in time for the Panel meetings being held in November 2009.	4.11.9	Head of Performance, Policy & Partnerships	Draft quarterly reports submitted to Management Board on 2.12.09. Completed.		

Minute number	Resolution	Date agreed	Action by	Progress	Target date	Comments
43 (c) New items from the Forward Plan for 1.11.09-28.2.10 with a view to identifying items for scrutiny	The Chair of Growth & Prosperity OSP discuss with the Deputy Leader and Cabinet Member for Planning Strategic Housing & Economic Development the reason why the G & P OSP had not been included in the list of persons to be consulted with in respect of LDF: Annual Review of Planning Obligations and Affordable Housing Supplementary Planning Document.	4.11.09	Cllr Viney		2.12.09	
46 (a) (1) Recommendations from Panels for O & S Management Board, Cabinet or Council	The following resolutions from Panels be agreed – (a) Children & Young People's OSP minute 24 – Cllrs Bowie and Delbridge to be appointed as nominated substitutes for the O & S Management Board; (b) Growth & Prosperity OSP minute 19 referring to 2 red risks from the Audit Committee, the Parks/Playgrounds Risk Assessment be transferred to the Customers & Communities OSP for further consideration.	4.11.09	Democratic Support Staff	(b) Forwarded to Customers & Communities OSP. Completed.		
46 (a) (2)	With regard to Customers & Communities OSP minute 19 'update on tackling anti-social behaviour strategy including the Councillor Call for Action' the Ass. Director for Safer Communities, who was also the lead officer for the Panel, be requested to liaise with the Acting Chief Supt, Devon & Cornwall Constabulary, with a view to achieving the resources needed for – (a) research on national indicators 17 and 21; (b) mapping of intergenerational work within the city and further resources to enhance its deliver.	4.11.09	Peter Aley		23.11.09	
46 (a) (3)	With regard to Growth & Prosperity OSP minute 24, 'Business Improvement District (BID) Veto', the resolution be agreed, to be amended as follows – 'in view of the excellent results achieved by the BID to date, the City Council be recommended not to exercise the power of veto with regard to the renewed BID.	4.11.09	Democratic Support Staff	Submitted to Council 30.11.09. Completed.		
46 (a) (4)	With regard to Safer & Stronger OSP minute 5, 'terms of reference', resolution (1), the Head of Performance, Policy & Partnerships be requested to meet with the Panel Chairs and Lead Officers to identify (i) specific CIPs relevant to individual Panels and (ii) which cross-cutting CIPs were relevant to Panel(s), in time to meet deadlines for the November City Council agenda dispatch.	4.11.09	Head of Performance, Policy & Partnerships / Democratic Support Staff	All Panel Chairs and Lead Officers consulted. Further consideration by Management Board required before amended terms of reference submitted to City Council.	6.1.10	

Minute number	Resolution	Date agreed	Action by	Progress	Target date	Comments
46 (a) (5)	With regard to Safer & Stronger OSP minute 5, 'terms of reference', resolution (2), City Council be recommended to agree resolution (2) which required that – 'the OSPs' terms of reference be amended to read 'to monitor the budget and performance of the Cabinet Members, Department(s) and partners to oversee delivery of the priorities of the area and with regard to better value for money.	4.11.09	Democratic Support Staff	This revision to scrutiny terms of reference submitted to Council 30.11.09. Completed.		

Overview and Scrutiny Commission 2 July 2009 (2009/10)

33. GOVERNANCE AND ACCOUNTABILITY OF LOCAL STRATEGIC PARTNERSHIP

The Head of Corporate Planning submitted a report outlining the Council's governance arrangements for the Local Strategic Partnership (LSP), together with the draft Plymouth 2020 LSP 'How we will operate' document.

The Cabinet Member for Customer Services, Performance and Partnerships and the Head of Corporate Planning advised Members that –

- the Council would be judged with partners and it was important to have an effective LSP;
- the Council must hold the LSP to account and the new scrutiny structure was aligned and supporting that aim;
- the project was starting from a reasonable position, with decision making clear, risk management in place and partners keen to continue to improve and to implement the proposals of the LSP Review.

Members raised the following points –

- (i) there were concerns that not all partners were fully committed to the partnership ethos, e.g. the Hospital Trust, and more work was needed to ensure partners were working together;
- (ii) so far, only one meeting between Overview and Scrutiny Panel (OSP) and Theme Group chairs had taken place and more consultation between OSP and LSP was required to agree protocols;
- (iii) partners needed to recognise the democratic legitimacy of the Council's role;
- (iv) OSPs had the powers to scrutinize partners performance and a greater understanding of the potential role of scrutiny and commitment to working constructively was required;
- (v) scrutiny powers in relation to Local Area Agreement (LAA) should be recognised as a tool for performance management;
- (vi) more clarity regarding reviewing what is achieved by the LAA was required, ensuring that there was no duplication between LSP and scrutiny;
- (vii) clear national guidance was required regarding links between overview and scrutiny and partners which added value to the delivery of the LAA;
- (viii) finding new ways to tackling complex problems reflected in the LAA, e.g. teenage pregnancies, was essential;
- (ix) more meetings and sharing of information, e.g. exchanging minutes between OSP and theme groups, was required, but co-options of theme group chairs to OSPs could cause a conflict of interest.

In response, Members were advised that –

- (x) information on the performance of the LAA was included in the bi-monthly finance and performance report;
- (xi) the LSP recognised that commitment to partnership became weaker further down the organisation and was aiming to address this with a recommendation to strengthen communication, by signing up to protocols and by putting in place a performance management framework;
- (xii) the Audit Commission had issued guidance in a national report providing good comparative context and an indication of what they would assess, e.g. governance, sharing resources, shared consultation;
- (xiii) co-options to scrutiny were for the Management Board to approve and relationship issues would be addressed through the Scrutiny Handbook;

(xiv) a 'breakfast' meeting had been arranged for 16 July 2009 and an agenda would be issued shortly.

Resolved that –

- (1) the above comments be referred to Cabinet for consideration;
- (2) the Audit Commission guidance be emailed to Members of the new Overview and Scrutiny Management Board by the Head of Corporate Planning, in bullet point format if possible.