

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

TRACKING RESOLUTIONS

Bold target date = outstanding by more than 2 months

Grey = Completed

OVERVIEW AND SCRUTINY COMMISSION RESOLUTIONS

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. Scrutiny and LSP theme group interworking protocols considered at Management Board on 6.1.10 and 3.3.10. Completed.	14.7.09 2.12.09 31.3.10	Not yet ready (2.9.09)
37 (5) Minutes of OSPs	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 in order to help promote and disseminate awareness of the information contained within the report of Health Visitor Surveys 2002-2008; (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	Acting 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. See minute 91, resolution (1). Completed.	5.8.09 2.12.09 26.4.10	

OVERVIEW AND SCRUTINY MANAGEMENT BOARD 2009/10 RESOLUTIONS

Minute number	Resolution	Date agreed	Action by	Progress	Target date	Comments
29a (3)	Discussions regarding the report format/content be held by Members at a future time	7.10.09	Board Members	Consider at planning meeting for 3.2.10 meeting.	27.1.10	
31 (2)	Regarding R & P OSP minute 112 (4) (08/09), the Head of Policy, Performance & 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 Policy, Performance & Partnerships/ Ass. Director Services for CY&P (Performance & Policy)	By next meeting of the Children & Young People OSP. To be discussed at next CYP OSP's agenda setting meeting. Completed.	19.11.09 3.3.10	
32(c) 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	To be considered at Children & Young People OSP March meeting. Completed.	19.11.09 8.4.10	
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	Discussions taken place and Cabinet Members had apologies for scrutiny not being included on the Forward Plan items. Completed.	2.12.09	
46 (a) (4)	With regard to Safer & Stronger OSP minute 5, 'terms of reference', resolution (1), the Head of Policy, Performance & 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 Policy, Performance & 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. See minute 91 (3). Completed.	6.1.10	

Minute number	Resolution	Date agreed	Action by	Progress	Target date	Comments
58 (a) (2)	Regarding Customers & Communities OSP minute 39, 'CIPs', the Head of Policy, Performance & Partnerships be requested to take forward the issue of finance and performance reporting to Panels with the Panel Lead Officers.	2.12.09	Head of Policy, Performance & Partnerships	Agreed with Lead Officers that the relevant CIP score card extract from the joint finance and performance report will be provided to each Panel. Completed.	6.1.10	
67 (b) (2)	O & S Panel Chairs and Theme Group Chairs will continue to work closely together and take an overview role in the development of theme group delivery plans.	6.1.10	Peter Honeywell / Democratic Support Staff	Scrutiny and LSP Theme Group inter-working protocols submitted to 3.3.10 meeting. See minute 93. Completed.		
76 (1) Tracking Resolutions	Regarding minute 53(b) above, 'driving speeds at the Hoe', this issue to wait until the Councillor Call for Action toolkit had been agreed;			See minute 91(1) Completed.	31.3.10	
80(a) 2)	Regarding Customers & Communities OSP minute 56 rec regarding Councillor Call for Action toolkit, the draft toolkit to be circulated to all Members for consideration and comments then to be collated and presented to O & S Management Board; if there was agreement to the toolkit then it will be confirmed, if dissent then it will go to a Customers & Communities OSP task and finish group.	3.2.10	Acting DMS Manager	Circulated to all Members.	31.3.10	
81 (c) new Forward Plan items	That a presentation on the Plymouth Local Investment Plan (FP 42 09/10) be requested for the meeting on 31 March 2010, subject to the decision date.	3.2.10	Democratic Support Staff	Cabinet decision on 6.4.10. This item therefore deferred until first meeting of the new municipal year.	31.3.10 June 2010	
88 (3) and (4) Minutes	(3) the O & S Management Board's disappointment that the list of grants not applied for that they had requested at the budget scrutiny meeting had not yet been provided be noted; (4) the Director for Corporate Support's response in respect of the list of grants not applied for be requested for the next meeting, to include information regarding the on-going process for the monitoring of grant take up.	3.3.10	Director for Corporate Support	On agenda for 31.3.10 Completed.	31.3.10	
91 (1) Tracking resolutions	With regard to O & S Commission minute no. 37(5), officers be requested to set up a presentation to be held on the day of the next City Council meeting, i.e. 26.4.10, on Care Quality Commission for all Members with an invitation extended to Theme Group members, and to consult with the Supporting Members Group and group whips on the timing of the presentation.	3.3.10	Democratic & Member Support Manager	Presentation held on 26.4.10. Completed.	26.4.10	

Minute number	Resolution	Date agreed	Action by	Progress	Target date	Comments
91 (2)	With regard to 46(a)(2), the Head of Performance, Policy & Partnerships be requested to liaise with the Assistant Dir. For Safer Communities as a matter of urgency so that a response can be provided to Councillor Ball in respect of the particular problem he has raised, with clarification to be provided to the Customers & Communities OSP meeting being held soon.	3.3.10	Head of Performance, Policy & Partnerships		29.3.10	
91 (3)	With regard to 46 (a) (4), terms of reference issues including responsibility for CIPs be added to the work programme, to be considered at the first O & S Management Board meeting of the new municipal year.	3.3.10	Democratic Support Staff	On draft work programme for 2010/11, submitted to 31.3.10 meeting.. Completed.	June 2010	
93 (b) monitor SIP / Development of Protocols	The protocols be endorsed, with recommendation 4 being amended to read – 'scrutiny chairs and vice-chairs and theme group chairs and vice chairs set up quarterly one to one working sessions to align agendas going forward and discuss experience from the last quarter's work'.	3.3.10	CIP Programme Management/ Interim LSP Manager	Completed.		
94 (a) (1) recs from Panels	With regard to Health and Adult Social Care OSP draft minute no. 56 – Joint Strategic Needs Assessment, it is noted that, prior to any confirmation of the recommendation, the Chair of Health & Adult Social Care will report back to the Board on the meeting she will have with the Chief Executive of NHS Plymouth and the Director for Community Services to discuss the best way forward with this issue.	3.3.10	Councillor Mrs Watkins		31.3.10	
94 (a) (2) (a)	With regard to Growth & Prosperity OSP draft minute no. 51 – PCC Housing Services – (a) in line with the scrutiny terms of reference, it be confirmed that the Growth & Prosperity OSP is the main panel for considering strategic housing issues	3.3.10	Democratic Support Staff	Confirmation passed to Panel on 22.3.10. Completed.	22.3.10	

Minute number	Resolution	Date agreed	Action by	Progress	Target date	Comments
94 (a) 2 (b)	(b) Officers be requested to liaise with the Monitoring Officer to establish what was formally agreed when the housing stock was transferred to Plymouth Community Homes regarding scrutiny of the service.	3.3.10	Assistant Dir. for Strategic Housing	<p>Response from Assistant Dir. For Strategic Housing – <i>Firstly :</i></p> <ul style="list-style-type: none"> <i>Quarterly partnership meetings (monitoring promises - legal and financial delivery - operational delivery - SLAs - proceeds of transfer- N Prospect progress)</i> <i>Internal core meetings separate arrangement for both organisations to co-ordinate their business</i> <i>Operational liaison meetings between officers of both agencies to ensure smooth delivery of services</i> <p><i>Secondly</i> <i>The CE of PCH (or his nominated rep) will present a twice yearly report to the council hosted either by the cabinet member with responsibility for strategic housing, or by the appropriate chair of scrutiny . This will be open to all council members and board members of the association and tenants representatives will also be invited to attend.</i> Plymouth Housing Stock Transfer post transfer governance and terms of reference and Schedule 9 monitoring protocol attached to this schedule for information. Completed.</p>	31.3.10	
94 (a) 2 (c)	(c) The Support Services OSP join with the Growth & Prosperity OSP to help with scrutiny of homelessness and housing needs issues.	3.3.10	Democratic Support Staff	Item for new municipal year's work programme – add to draft work programme	31.3.10	

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94 (a) 2 (d)	(d) The Growth & Prosperity OSP invite the Chair and Vice-Chair of the Support Services OSP to meet with the Cabinet Member for Planning, Strategic Housing and Economic Development to discuss how best to take scrutiny of housing issues forward.	3.3.10	Democratic Support Staff		Prior to scrutiny of 94 (a) 2 (c)	
94 (a) 3	In view of the lack of clarity regarding Member interface with children locality teams and the implementation of locality working, the Head of Performance, Policy & Partnerships be requested to speak with the Assistant Director for Safer Communities and seek a locality working project plan for Members.	3.3.10	Head of Performance, Policy & Partnerships		31.3.10	
95 (a) work programmes	A 'breakfast' meeting with LSP theme group chairs be held on 31 March 2010 at 8.30am, venue to be identified, to discuss the way forward now that the scrutiny and LSP inter-working protocols had been agreed.	3.3.10	Democratic Support Staff	Meeting to take place on 31.3.10 a.m. Completed.	31.3.10	
95 (c) new items from the Forward Plan	The O & S Management Board's concerns regarding the lack of openness and transparency in respect of the Place Management Strategy Forward Plan item, as demonstrated by the short deadline for returning written representations to the Assistant Dir. For Economic Development or the Cabinet Member for Planning, Strategic Housing and Economic Development, as well as the lack of consultation with Scrutiny or Ward Members, be expressed by the Chair to Cabinet.	3.3.10	Councillor James	Following discussions, amendments have been made to the report being submitted to Cabinet, as advised to Members on 10.3.10. Completed.	31.3.10	
95 (e) (3) updates on Task and Finish Groups	The Head of Performance, Policy & Partnerships be requested to consider enabling a photo-opportunity involving the Task and Finish Group members, police and skateboarders when the skateboarding signs were changed.	3.3.10	Head of Performance, Policy & Partnerships		Prior to skateboarding signs being changed.	