

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD
27 OCTOBER 2010**

TRACKING DECISIONS

Bold target date = outstanding by more than 2 months

Grey = Completed

OVERVIEW AND SCRUTINY MANAGEMENT BOARD 2010/11 DECISIONS

Minute number	Decision	Date agreed	Action by	Progress	Target date	Comments
20	<p>Proposed Legislative Changes</p> <p>(1) <u>Agreed</u> that the Chair and Vice Chair of the Scrutiny Management Board together with key stakeholders, plan a series of workshops to develop revised scrutiny and governance proposals to address the changing legislative and partnership agenda;</p> <p>(2) Councillor Williams would be included as the Labour representative in the planning of the workshops.</p>	28/07/10		The workshop event will be held on 29 November 2010.	10/11/10	
23	<p>Annual Scrutiny Report</p> <p>(1) <u>Agreed</u> that Panel Chairs contribute to the Annual Scrutiny report throughout the year by highlighting successful areas of work to their lead officer;</p> <p>(2) section 3.2 would be developed to highlight how scrutiny involvement in the preparation of the Corporate Plan was a good example of the scrutiny process at its best;</p> <p>(3) section 3.3 would be reworded to better reflect member development achievements;</p> <p>(4) a list of Task and Finish groups which had taken place during the period that the report covers would be included in the report.</p>	28/07/10	<p>Chairs</p> <p>Giles Perritt</p> <p>Giles Perritt</p> <p>Giles Perritt</p>	Chair presented report to Cabinet on 19 October, 2010.		
32	<p>Chair's Urgent Business</p> <p>Co-opted Representative</p> <p><u>Agreed</u> that Jake Paget be invited to join the Overview and Scrutiny Management Board as a co-opted member to represent young people.</p>	22/09/10	DSO	Jake accepted invitation and attended first meeting of Overview and Scrutiny Management Board on 6 October, 2010.		
39	<p>Quarterly Scrutiny Reports</p> <p>(1) <u>Agreed</u> that there should be consistency in the way Members were addressed across all reports;</p> <p>(2) the format and content of the quarterly reports be reviewed. Panel Chairs, in liaison with Lead Officers, to work toward developing a new and interesting format and style for future reports, examples of which to be trialled when the next quarterly updates were due.</p>	22/09/10	All Panels	First draft of revised format reports due in November, 2010.		

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40	<p>Recommendations</p> <p>(1) <u>agreed</u> that with regard to Cabinet Minute 36 (7) – Accommodation Strategy Business Case – the matter be referred to the Support Services Overview and Scrutiny Panel as it was already included within its work programme;</p> <p>(2) Customers and Communities Overview and Scrutiny Panel Minute 30 – Reporting of Police Authority Meetings – the Chief Constable’s report be submitted to future meetings of the Panel.</p>	22/09/10	<p>SSOSP</p> <p>CCOSP</p>	<p>Programmed for consideration in November, 2010.</p> <p>Added to work programme.</p>		
41	<p>Work Programmes</p> <p>(a) To consider and approve work programmes for each of the panels <u>agreed</u> that the format of the work programmes for Growth and Prosperity and Support Services were preferable to the others and that this style should be adopted by all.</p> <p>(b) To agree Project Initiation Documents / Task and Finish Groups <u>Agreed</u> the PID for Young Carers in Plymouth.</p>	22/09/10	<p>All Panels</p> <p>CYPOSP</p>	<p>New format adopted.</p> <p>Young Carers Task and Finish Group meeting took place on 15 October, 2010.</p>		
45	<p>Councillor Call for Action – Budshead Trust</p> <p>(1) <u>Recommended</u> to Cabinet that Phil Mitchell, as the Localities Manager, for the north-west of the City is urgently requested to take the strategic lead in working with high-level partner representatives to identify ways of supporting the Budshead Trust to enable, in the first instance, identification of core funding to deliver its current projects and then, in the longer term, to examine –</p> <ul style="list-style-type: none"> • the Trust’s governance arrangements • potential future funding opportunities <p>A report on how this is progressing with timescales be submitted to the next meeting of the Overview and Scrutiny Management Board;</p> <p>(2) the Trust takes up the Council’s offer of assistance in preparing future funding bids and Officers contact the University on behalf of the Trust to see if it can offer similar support;</p> <p>(3) the University is approached about undertaking a cost-benefit analysis to demonstrate the benefit of the work undertaken by the Trust and compare it to the cost of dealing with the problems that could arise in the neighbourhood should the Trust cease operating;</p>	06/10/10		To be considered by Cabinet on 16 November, 2010.		

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(4)	subject to the Community Grant Scheme criteria being met, the Honicknowle ward councillors be encouraged to donate their allocation to the Trust as a short-term funding solution;					
(5)	the Council's Head of Capital and Assets is asked to investigate further the possibility of the Trust taking a temporary lease of the disused University sports facilities to help them generate income;					
(6)	enquiries are made concerning a potential reduction in premises rental costs to the Budshead Trust.					