

# Overview and Scrutiny Management Board

Wednesday 23 March 2011

## PRESENT:

Councillor James, in the Chair.

Councillor Ball, Vice-Chair.

Councillors Browne, McDonald, Nicholson, Ricketts, Thompson, Wildy and Williams.

Co-opted Representative: Doug Fletcher.

Apology for absence: Jake Paget, Co-opted Representative.

Also in attendance: Councillor Mrs. Pengelly, Leader, Councillor Bowyer, Cabinet Member for Finance, Property, People and Governance, Councillor Sam Leaves, Cabinet Member for Performance and Transformation, Anthony Payne, Acting Chief Executive, Adam Broome, Director for Corporate Support, Patrick Hartop, Policy and Performance Officer, Giles Perritt, Lead Officer, and Katey Johns, Democratic Support Officer.

The meeting started at 2 pm and finished at 5.15 pm.

*Note: At a future meeting, the committee will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.*

## 109. DECLARATIONS OF INTEREST

The following declarations of interest were made in accordance with the code of conduct –

Name	Minute No. and Subject	Reason	Interest
Councillor Browne	114 – Joint Performance and Finance Report	Director of Plymouth Community Homes	Personal
Councillor McDonald	114 – Joint Performance and Finance Report	Director of Plymouth Community Homes	Personal
Councillor Thompson	114 – Joint Performance and Finance Report	Director of Plymouth Community Homes	Personal
Councillor Wildy	114 – Joint Performance and Finance Report	Member of the Devonport Neighbourhood Board	Personal

## 110. MINUTES

Agreed the minutes of the meetings held on 26 January and 23 February 2011.

111. **CHAIR'S URGENT BUSINESS**

**Invest to Save Initiatives**

The Chair reported that a report outlining details of a number of 'invest to save' initiatives was being submitted to the next meeting of Cabinet on 29 March 2011. In order to enable scrutiny to comment on these proposals, he suggested that the provisional meeting scheduled for 6 April 2011 be activated.

Agreed that the provisional meeting of the Overview and Scrutiny Management Board scheduled for 6 April 2011 is activated in order to consider 'invest to save' initiatives.

(In accordance with Section 100(B)(4)(b) of the Local Government Act 1972, the Chair brought forward the above item of business because of the need to inform and consult Members).

112. **LEADER AND CHIEF EXECUTIVE**

The Leader and Acting Chief Executive were in attendance to report on current Council issues and respond to questions. Highlights of the report included that –

- (a) the draft prospectus for the Local Enterprise Partnership (LEP) comprising Plymouth, Devon, Somerset and Torbay had been formulated and submitted to Government ;
- (b) the LEP had a focus on the urban agenda and had strong links to the City's Local Economic Strategy;
- (c) in addition to the above, work was also under way with the University of Plymouth and Chamber of Commerce to try and achieve Enterprise Zone status for Plymouth. The idea behind enterprise zones being to cut taxes and strip back planning rules in small areas to attract new businesses and create new jobs;
- (d) representatives of the Devonport Task Group would be meeting Liam Fox, Secretary of State for Defence, on 4 April 2011 to put forward their views on safeguarding the future of Devonport Dockyard and Naval Base;
- (e) the Life Centre was progressing well and an announcement was expected on the preferred bidder next week;
- (f) the City Council had been working closely with the Chamber of Commerce to support four private sector-led funding bids to the regional growth fund. If all bids were successful, they had the potential to bring in £16 million of public investment to the City. An announcement from central government was expected early in the summer;

- (g) Proposals to establish a Plymouth Growth Fund were being presented to Cabinet next week. The Growth Fund, which would initially be established by ringfencing the New Homes Bonus, and then built up over time, would make best use of available regeneration resources, such as –
- Government initiatives
  - Council and wider public assets
  - Private sector investment
- (h) Cabinet was due to consider a number of plans and strategies for the City at its next meeting, including –
- Central Park Masterplan
  - Children and Young People's Plan 2011-2014
  - Plymouth's Third Local Transport Plan

In response to questions raised, Members were advised that –

- (i) whilst Plymouth was not among the ten Cities to have been awarded Enterprise Zone status in the first tranche of announcements, it was hoped that the joint submission would have enough credence and strength to be amongst one of the 11 remaining zones yet to be confirmed;
- (j) as part of the New Homes Bonus, the government will match the additional council tax raised on new homes for six years. Councils that build new affordable homes will receive a higher level of funding;
- (k) like many other cities in the Country, Plymouth had an increasing problem with potholes and a report was being taken to the next meeting of Cabinet setting out proposals to increase the highways maintenance capital and revenue budgets by £750k. Officers would work with Amey to ensure this money was targeted at the appropriate areas with proper repairs being undertaken rather than short-term, temporary reinstatements;
- (l) the number of applications received in the first round of Growth Fund bids had been higher than anticipated and it was quite possible that the second round of bids may be put back;
- (m) the Cabinet Member for Children and Young People was working very hard to ensure that monies that were earmarked under the Building Schools for the Future (BSF) programme would still be obtained in the city in the future. However, this would be dependent on the outcome of the James' review from which a decision was still awaited;
- (n) a social economic study on the Plymouth travel-to-work area in relation to Devonport Dockyard was being undertaken with a view to establishing the possible impact of future changes on the current job

market, skills etc. Whilst this was a private sector initiative being led through the Growth Board there would be opportunity for Member involvement via the scrutiny process;

- (o) a review of the Council's current scrutiny arrangements was under way and a proposal for a new structure, where the focus of scrutiny work would be undertaken by task and finish groups, was currently being put together. Consultation with all members would take place prior to any decision being taken;
- (p) consideration was still being giving to whether or not the Council would take on any Regional Development Agency assets. A decision either way would need to be made by the end of June.

On behalf of the Members of the Board, the Chair thanked the Leader and Acting Chief Executive for their report and attendance.

### 113. **CABINET RESPONSE TO BUDGET SCRUTINY RECOMMENDATIONS**

The Leader commented that Cabinet had welcomed the challenge on the budget and corporate plan by scrutiny and was pleased to report that many of the recommendations had been taken on board. Members of the Board then questioned the Leader and Acting Chief Executive on Cabinet's response, drawing attention to the fact that –

- a number of the response deadlines set out in the report had already passed, and
- some of the responses had been duplicated and linked to recommendations which had been formulated from entirely different issues

In response to questions raised, Members were advised that –

- (a) work had been undertaken to include 'family group' information within the performance management report and the changes required to reflect this would be implemented in the next reporting cycle;
- (b) the proposal to develop a small grants scheme for community and voluntary groups to be jointly implemented with Plymouth 2020 was on the agenda for discussion by the LSP Executive at its meeting on 30 March 2011;
- (c) mapping was under way to try and establish where in the City the increased requirement for school places would be.

### 114. **JOINT PERFORMANCE AND FINANCE REPORT - THIRD QUARTER**

The Cabinet Member for Finance, Property, People and Governance, the Cabinet Member for Performance and Transformation, the Director for Corporate Support and a Policy and Performance Officer, were in attendance to present the Joint Performance and Finance report, as submitted to Cabinet on 8 February 2011.

In response to questions raised Members were advised -

- (a) that any gaps in delivery plan targets would be funded from the Council's reserves. Departments would, however, first be expected to fully explore alternative options before falling back on the Council's reserves;
- (b) of the Council's aims to reduce the direct and in-direct costs of the workforce (including agency staff);
- (c) that it was the Council's intention to continue to operate the Disabled Facilities Grant and it was proposed to carry forward funding from 2010/11 by managing the delay of non mandatory schemes. Officers were currently working on an invest to save project to develop the most viable programme to meet mandatory housing needs over the next 3 years;
- (d) that a section on sickness was now included for publication within the report at the end of each department's scorecard;
- (e) that an update on the current financial position at Mount Edgcumbe had been reported to the last meeting of the Joint Committee;
- (f) that the four high level risks relating to adult social care were being closely monitored by Cabinet who were confident that officers were keeping the situation under control;
- (g) that a package of invest to save schemes was being presented to Cabinet next week for consideration including –
  - Parent and Child Assessments
  - Intensive Support for Young People with Multiple and Complex Needs Autistic Spectrum Disorder
  - Carefirst
  - Accommodation Strategy Phase II
  - Procurement
- (h) that Cabinet were alive to the risks involved in schools becoming academies and where schools had opted out of buying Council services they were encouraged to buy local;
- (i) that a written response with regard to Councillor Wildy's question about the impact of the planning monthly budget on enforcement activities would be provided to all Board Members.

(Councillors Browne, McDondald, Thompson and Wildy declared personal interests in respect of the above item).

115. **CITYBUS REVIEW ACTION PLAN - PROGRESS REPORT**

The Director for Corporate Support submitted an update on progress against the action plan arising from the Citybus review.

In response to questions raised, Members were advised that –

- (a) the Audit Committee had been responsible for monitoring progress to date;
- (b) project management and the management of risk were areas where the Council could demonstrate that recommendations had been taken on board and improvements made;
- (c) careful consideration was given to what level of detail should go into reports when providing Part I and Part II information, particularly when dealing with commercially sensitive material.

116. **TRACKING DECISIONS**

The Board considered the schedule of previous decisions made.

With regard to minute 53, 'Final sign-off of Devonport Regeneration Company Partnership (DRCP) Succession Strategy', it was agreed that a review of the succession arrangements would be undertaken in six months' time.

117. **CALL-INS**

There were no called-in items for consideration.

118. **URGENT EXECUTIVE DECISIONS**

The Board noted that one urgent executive decision had been taken in respect of "Approval of South West Devon Waste Partnership – Final Business Case for the procurement of waste treatment services". Members expressed concern at the reasons quoted for urgency which were based around the potential to delay implementing the decision should it be called in.

The Lead Officer responded that he had discussed the matter with the Chair and, as a result, would be included on the circulation list in order to support the chair in considering the reasons for all future urgent decisions.

Agreed that the Chair and the Overview and Scrutiny Management Board Lead Officer will look at the wording in the constitution around 'reasons for urgency' in the call-in process and report back with any proposals should an amendment be required.

119. **FORWARD PLAN**

The Board noted the following new additions to the Forward Plan –

- Central Park Masterplan of Environmental Enhancement and Delivery Plan
- Local Funding Methodology for the Allocation of the Dedicated Schools Grant 2011/12 and Changes to the Funding of Special Educational Needs
- Local Sustainable Transport Fund – Funding Application

120. **RECOMMENDATIONS**

The Board considered recommendations from scrutiny panels as follows –

**Children and Young People’s Overview and Scrutiny Panel**

<b>Date and Minute No.</b>	<b>Recommendation</b>	<b>Overview and Scrutiny Management Board’s Response</b>
24/02/11 81	(3) a task and finish group be convened on a quarterly basis to monitor and evaluate the Children and Young People’s Plan;	Agreed.
	(4) a joint task and finish group looking at apprenticeships within the city;	Agreed – to be joint with Sustainable Communities OSP.
	(6) a task and finish group on children’s mental health to include input from young people.	Agreed.

**Support Services Overview and Scrutiny Panel**

<b>Date and Minute No.</b>	<b>Recommendation</b>	<b>Response</b>
27/01/11 54	that the Overview and Scrutiny Management Board receive the minutes and/or updates from the new Public Sector Board (title to be confirmed).	Agreed.
10/03/11 66	that a task and finish group is formed to undertake a review of Revenues and Benefits, Cashiers, Incomes and Creditors and Customer Services.	Agreed.

**Customers and Communities Overview and Scrutiny Panel**

<b>Date and Minute No.</b>	<b>Recommendation</b>	<b>Response</b>
14/03/11 68	To Cabinet -  (1) to note the selection of the Preferred Bidder by the Executive Programme Board and to approve award of the Plymouth City Council Leisure	Agreed to refer to Cabinet.

Management Contract to Sports and Leisure Management Ltd. With the resolution of final clarification being delegated to the Programme Board;

- (2) to delegate authority to the Executive Board for the engagement of Sports and Leisure Management Ltd. to develop and implement early mobilisation plans as facilitated by the procurement process; Agreed to refer to Cabinet.
- (3) to delegate authority to the Executive Board to consider whether any contract savings can be used to offset future life cycle replacement costs to meet the Sport England funding requirements of the Plymouth Life Centre. This will be dependent on the final contract price and profiling of it for each year, and other Council priorities. Agreed to refer to Cabinet.

To the Overview and Scrutiny Management Board – Agreed.

that it includes the Plymouth Life Centre and related leisure projects programme (including the leisure management contract) on its 2011/12 work programme.

#### 121. **SUPPORT SERVICES QUARTERLY REPORT**

The quarterly report of the Support Services Overview and Scrutiny Panel was submitted for consideration. Further to minute 96, the Chair reminded Members that this report had not been received with the other panels at the last meeting due to the date of the Support Services Panel meeting having been changed to later in the cycle.

The colourful report was noted.

#### 122. **WORK PROGRAMMES**

**(a) To consider and approve work programmes for each of the Panels, to include a progress update from each of the Chairs**

The work programmes of the Overview and Scrutiny Management Board and scrutiny



panels were submitted for consideration and approval. With regard to the work programme of the Overview and Scrutiny Management Board –

- (a) Councillor Williams expressed an interest in helping shape the project initiation document around the ‘Supporting People (Funding Allocation)’;
- (b) Councillor McDonald drew Members’ attention to a consultation which had been launched on the Communities and Local Government website - ‘Review of Statutory Duties placed on Local Government’ - and queried whether it was something that should be looked at by the Board. The Lead Officer offered to look at the consultation and form a view as to whether it should come to the Board or be left to Members to respond individually.

Agreed –

- (1) all panel work programmes, as submitted;
- (2) that Councillor Williams be involved in helping shape the project initiation document around the ‘Supporting People (Funding Allocation)’.

**(b) To consider and approve Project Initiation Documents**

The Board considered project initiation documents (PIDs) from scrutiny panels as follows –

<u>Panel</u>	<u>Topic</u>
Customers and Communities	Localities Working
Support Services	Impact of the restructure in Revenues and Benefits, Customer Services, Cashiers and Incomes and Creditors

Agreed –

- (1) the project initiation document on Localities Working, subject to the review being undertaken by the Overview and Scrutiny Management Board and the following –
  - the title of the review being changed to ‘Localities and Neighbourhood Working’
  - Section 9 of the PID, point 1. change “success” to “progress”
  - Section 9 of the PID, point 2. include an additional bullet point ‘partnership working’
  - Section 10 of the PID, Councillors to be included as witnesses
- (2) the project initiation document on Impact of the restructure in Revenues and Benefits, Customer Services, Cashiers and Incomes and Creditors.

**(c) To receive Task and Finish Group Updates/Reports**

The Board received task and finish group reports on –

- Scrutiny and Media Relations
- Unaccompanied Asylum Seeking Young People in Care

Agreed –

- (1) that details of the Communications Code of Practice be provided to Members;
- (2) the Scrutiny and Media Relations task and finish group report, subject to deletion of recommendation seven;
- (3) the Unaccompanied Asylum Seeking Young People in Care task and finish group report.

123. **EXEMPT BUSINESS**

There were no items of exempt business.