

# Overview and Scrutiny Management Board

Wednesday 27 July 2011

## PRESENT:

Councillor James, in the Chair.

Councillor Nicholson, Vice Chair.

Councillors Mrs Aspinall, Mrs Bowyer, Browne, Coker, Lock, Lowry, McDonald, Stark, Thompson and Wildy.

Apologies for absence: Doug Fletcher and Viv Gillespie (Co-opted Representatives).

Also in attendance: Giles Perritt (Lead Officer) and Katey Johns (Democratic Support Officer).

The meeting started at 2 pm and finished at 4.20 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.*

## 17. DECLARATIONS OF INTEREST

The following declarations of interest were made in accordance with the Code of Conduct in relation to items under discussion at this meeting –

Name	Minute No. and Subject	Reason	Interest
Councillor Lock	9 – Forward Plan Items – Article 4 Direction in Respect of Houses in Multiple Occupation	Member of the Planning Committee	Personal
Councillor Mrs. Bowyer	9 – Forward Plan Items – Article 4 Direction in Respect of Houses in Multiple Occupation	Member of the Planning Committee	Personal
Councillor Browne	9 – Forward Plan Items – Article 4 Direction in Respect of Houses in Multiple Occupation	Member of the Planning Committee	Personal

## 18. MINUTES

Agreed the minutes of the meeting held on 29 June 2011, subject to an amendment to reflect the fact that Councillor Drean had been in attendance as a substitute for Councillor Mrs. Bowyer.

19. **CHAIR'S URGENT BUSINESS**

There were no items of Chair's urgent business.

20. **TRACKING DECISIONS**

The Board considered the schedule of decisions made. Members expressed concern at the –

- (a) fact that Equality Impact Assessments were not being consistently provided with Delegated Decisions, contrary to what had been agreed by Cabinet (R2.12);
- (b) lack of target dates against the budget scrutiny recommendation responses;
- (c) delay in receiving the Joint Finance and Performance Report;
- (d) lack of progress against a number of actions agreed at the last meeting.

The Chair reminded Members that an update on progress against the budget scrutiny recommendations was due to the September meeting of the Board and the concerns highlighted at (a) and (b) above could be raised then.

With regard to minute 8, the Chair advised Members that a response had been received from the Assistant Chief Executive to the effect that one of the intentions for improvement of the Policy, Performance and Partnership restructuring was to better place the Council in terms of its ability to respond to policy consultations and also effectively produce clear policy briefings on key topics and particularly engaging Government thinking, White Paper etc. Members should shortly expect updates / policy briefings on the Localism Bill and Open Public Services White Paper.

Agreed that -

- (1) the concerns highlighted regarding the lack of Equality Impact Assessments and failure to set target dates against the budget scrutiny recommendations be raised at the Board's next meeting in September;
- (2) Cabinet be recommended to arrange provision of monthly budget updates to the Overview and Scrutiny Management Board;
- (3) responses be sought as a matter of urgency to the requests for information on –
  - schools' budget allocation
  - council tax collection performance comparators
  - America's Cup costs

21. **CALL-INS**

There were no call-ins for consideration.

22. **URGENT EXECUTIVE DECISIONS**

The Board noted that one urgent decision had been taken in consultation with the Chair since the last meeting relating to the Submission of an Enterprise Zone Proposal for Plymouth.

23. **Task and Finish Group Updates/Reports**

**Localities and Neighbourhood Working Review**

The Chair introduced the Task and Finish Group report on Localities and Neighbourhood Working and offered a vote of thanks to all those who had been involved. Councillor Lowry offered his support to the report and its recommendations but suggested that the cost of localities working had been overlooked. He noted that one of the recommendations was that a further review would be undertaken in 2012 and suggested that, in order to better inform the next review, the cost in officer time attributed to localities working between now and then should be recorded.

Members of the Board welcomed the report and agreed to recommend to Cabinet all of the following recommendations, subject to the inclusion of Councillor Lowry's proposal to cost the amount of officer time spent on localities working –

- (1) Locality and Neighbourhood Working should be renamed Neighbourhood Working;
- (2) Locality Teams as set up as part of Locality and Neighbourhood Working arrangements in February 2010 should be discontinued. A member of the Council's Senior Management Team (SMT) should be nominated for each Ward within the city, with designated duties with respect to support for Ward Councillors and Neighbourhood Working. The Lead Ward Councillor decision should be rescinded;
- (3) best practice protocols regarding neighbourhood meeting arrangements should be produced and shared amongst Neighbourhood Liaison Officers and newly designated SMT members with a view to promoting, implementing and monitoring consistent high quality arrangements;
- (4) the role and identity of members should be included in publicity regarding neighbourhood meetings;
- (5) Neighbourhood Liaison Officer (NLO) roles should be reviewed to ensure that skill sets of individuals match the demands of the job. Specific training needs analysis should be carried out to ensure training and development is available where needed. Line managers of NLOs should include the role within the NLO's personal objectives, and seek feedback from Members at appraisal. NLO's and their line managers should ensure that the role is integral to, rather than in addition to their work programme, and that adequate support is available to assist them in the role;

- (6) revised arrangements should be commended to Plymouth 2020 partnership and, subject to agreement be publicised and briefed to relevant stakeholders from all agencies and to residents;
- (7) analysis of repeat issues in Neighbourhoods, and of complaints should be undertaken to ensure that the necessary learning is taking place. This practice should be included in best practice protocols for Neighbourhood Working;
- (8) a review is undertaken by the Customers and Communities Overview and Scrutiny Panel and a report submitted to the Overview and Scrutiny Management Board with respect to the role of community infrastructure and community anchor organisations in supporting neighbourhood working;
- (9) the Shadow Health and Wellbeing Board takes responsibility for ensuring that neighbourhood level interaction takes place with key health agencies;
- (10) plans are put in place to adopt the proposed boundary changes set out in the overview report;
- (11) Neighbourhood Profiles are reviewed and updated in line with the findings and recommendations of this review;
- (12) a review is undertaken of communication methods around neighbourhood working, with recommendations back to the Customers and Communities Overview and Scrutiny Panel;
- (13) the Constitution be updated to reflect revised member and officer accountability arrangements for Neighbourhoods and Wards;
- (14) a review of these arrangements is carried out as a Task and Finish Group in July 2012.

24. **Project Initiation Documents**

**Review of Winter Maintenance Preparation: Gritting Rounds and Salt Bins**

The Chair of the Growth and Prosperity Overview and Scrutiny Panel presented the project initiation document and advised the Board that he hoped the task and finish group would be completed by the end of September. Members of the Board welcomed the PID and the following suggestions were put forward for inclusion within the scope of the review

–

- Grit bin provision for schools;
- Cost of claims made against the authority as a result of poor winter maintenance planning;
- Validity of Council's weather intellect.

Agreed the PID, subject to inclusion of the suggestions put forward.

25. **Forward Plan Items**

The Board noted that there had been five new additions to the Forward Plan since its last meeting.

Agreed that pre-decision scrutiny of the following Forward Plan items would be undertaken by the Overview and Scrutiny Management Board at its provisional meeting on 10 August 2011 –

- Article 4 Direction in Respect of Houses in Multiple Occupation;
- Civic Centre Options.

26. **Work Programmes**

The work programmes of the Overview and Scrutiny Management Board and Panels were submitted for consideration and approval.

With regard to the Overview and Scrutiny Management Board, Councillor Nicholson suggested that the Board ought to be taking the lead in driving the localism agenda through the Council.

With regard to the Growth and Prosperity Overview and Scrutiny Panel, the Panel Chair reported that there was one new item to add to the work programme – Connectivity.

With regard to the Children and Young People Overview and Scrutiny Panel, the Panel Chair reported that it had agreed to look at Child Poverty and this issue ought to be added to its work programme. An invitation was also extended to all Members of the Board to participate in the Panel's consideration of the Children and Young People's Plan in October.

With regard to the Customers and Communities Overview and Scrutiny Panel, the Panel Chair reported that Supporting People was now within its remit, having been referred from the Overview and Scrutiny Management Board and there was one new item to add to the work programme – Localities and Neighbourhood Working Review 2012.

With regard to the Health and Adult Social Care Overview and Scrutiny Panel, the Panel Chair reported that a date still had to be identified for consideration of the Alcohol Harm Reduction and Tobacco Control Strategy and that the Panel would be participating in joint scrutiny of Children's Mental Health with the Children and Young People Overview and Scrutiny Panel.

With regard to the Support Services Overview and Scrutiny Panel, the Panel Chair drew the Board's attention to the fact that a number of items were being dropped from its work programme

Agreed the work programmes as submitted, subject to the Overview and Scrutiny Management Board taking the lead in driving localism agenda through the Council and inviting all Members to a Localism Bill Seminar.

27. **RECOMMENDATIONS**

The Board received recommendations from the –

- Growth and Prosperity Overview and Scrutiny Panel
- Support Services Overview and Scrutiny Panel
- Children and Young People Overview and Scrutiny Panel
- Customers and Communities Overview and Scrutiny Panel

Agreed –

- (1) that with regard to the Growth and Prosperity Overview and Scrutiny Panel –
  - a task and finish group be set up to review the assessment criteria and location for gritting rounds and grit bins (as part of this the location of grit bins will be brought up to date and include not on HMPE land);
  - membership of the task and finish group comprise Councillors Berrow, Salter, Murphy, Wright, K Foster, Coker, Nicholson and Williams;
  - connectivity (road/rail/digital) be included in the work programme;
  - subsidised bus routes/ ticketing be included in the work programme.
- (2) that with regard to the Support Services Overview and Scrutiny Panel, the request that departmental delivery plans are shared with the relevant scrutiny panels so that value for money in each service area can be monitored to identify where efficiencies have been achieved be approved;
- (3) that with regard to the Children and Young People Overview and Scrutiny Panel, the following issues be approved for inclusion within its work programme –
  - plans for each of the five themes listed in the LSP Wise Theme Group report to come back to the panel on a regular basis;
  - receipt of an overview on the different theme groups and how they fit together and contribute to the delivery of the Children and Young People's Plan 2011 – 14.

Recommended to Cabinet –

- (4) that Cabinet undertake urgent discussions with Cornwall County Council, Devon County Council and Torbay Council to minimise the difficulties that the exodus of local authority maintained schools to become Academies is causing Plymouth and its neighbouring authorities;
- (5) the adoption of Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982;
- (6) the content of the draft Sex Establishment Licensing Policy with the inclusion of the following –

- (hours of opening) to include 'Good Friday' on a similar basis to Sundays;
- (notification) that residents, chairs of school governors, religious establishments, within a specific distance from the proposed sex establishment, as well as the relevant Ward Councillors, are notified of any application by individual letters.

28. **Health and Wellbeing Board Update**

The Lead Officer submitted for consideration a briefing paper updating Members on progress with the establishment of a Health and Wellbeing Board.

Whilst lengthy debate did take place on the merits of membership, voting rights and proportionality, it was pointed out that the report was for information purposes only and that there would be opportunity at a later date to discuss those issues in more detail.

The update was noted with thanks.

29. **Localism Bill Update**

The Lead Officer submitted for consideration a briefing paper updating Members on progress with the Localism Bill.

The update was noted with thanks.

30. **EXEMPT BUSINESS**

There were no items of exempt business.

This page is intentionally left blank