

Ref	Recommendation	Responses	Who	When	September up-date
1	That the Director for Public Health, as a joint appointment, should contribute to the budget and corporate plan scrutiny process in future years	Agree	Carole Burgoyne	Oct 2011	This will happen as budget process evolves this year
2	Where <b>shared service arrangements with other local authorities</b> are being developed, the Overview and Scrutiny Management Board be given an oversight role. Partners should be involved at the earliest opportunity to ensure a more joined up approach in delivery of shared services.	Agree with Overview and Scrutiny Management Board having a role in scrutinising relevant decisions and proposals for shared service arrangements and provisions	Ian Gallin and Adam Broome.	Ongoing	As and when proposals for shared services are at an appropriate point in discussions O&SMB will be advised
3	<b>Value for Money and performance benchmarking</b> information against the Council's 'family group' should form part of the performance management reporting that is submitted to the Overview and Scrutiny Management Board.	Agree	Ian Gallin and Adam Broome jointly in consultation with CMT	March 2011	There are now no national performance benchmarking tools available to assess comparative performance. The Local Government Group is developing a prototype tool which will be available to all councils towards the end of 2011/12. This year the council will be able to compare cost and performance using CIPFA's VFM tool, which provides annual data, and this will be used for the budget challenge. Comparisons are now more likely to be based on the unitary rather than family group, as this will be more challenging.

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4	The <b>Corporate Income Recovery Plan</b> relating to how the Council collects the money owed to it from a variety of sources should be the subject of pre-adoption scrutiny by the Support Services scrutiny panel. Options relating to cash collection as set out in the Corporate Support Services budget delivery plan should be included.	The Council's performance in collecting income will continue to be reported through the quarterly performance and finance monitoring report. Similarly the Council's delivery of all budget delivery plans will be 'traffic-lighted' via the quarterly performance and finance monitoring report. These quarterly reports will enable the Board to scrutinise progress on income collection.	Adam Broome	Ongoing	Quarterly reports tabled showing work strand green. Cashiers closed on 31 March 2011 as planned, with presentations and communications with members and officers taking place throughout the closure.
5	That the Overview and Scrutiny Management Board receive a progress report on the <b>Council's new procurement initiatives</b> , namely Procure to Pay, buyer rollout, and 'sell to Plymouth'. The Board will monitor, through the quarterly performance and finance monitoring reports, ongoing work around these projects which equate to £4m savings over the next 3 years.	Agree	Adam Broome	June 2011	Progress has been reported quarterly – with regular up-dates on new procurement initiatives through the Support Services Scrutiny Panel.

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6	That governance and scrutiny arrangements are agreed between the Scrutiny Management Board and the Cabinet and the Corporate Management Team with regard to the <b>prioritisation of the capital programme and the 'invest to save' programme.</b>	A review of capital programme arrangements is to be carried out, focussing firstly on governance arrangements, and secondly on prioritisation of schemes based on reduction of available resources. Involvement of scrutiny will be included within this review.	Anthony Payne	June 2011	The original timeframe for this piece of work was by June 2011. In the current national climate of capital funding to local authorities being subject to significant change and uncertainty over funding levels beyond the current year the work is ongoing at present. In the meantime changes to the capital programme continue to be reported via Cabinet and Council enabling scrutiny of any decisions. These changes are carefully prioritised against the Council's scarce resources. The revised timeframe for the work to be completed is by December 2011'.
7	That a proposal for a <b>small grants scheme for community and voluntary groups</b> is developed and implemented jointly with Plymouth 2020	Agreed that work will be taken forward on this recommendation. This would need to form part of the discussions with LSP partners with all partners funding contributions being considered.	Ian Gallin	April 2011	Funding for this has been agreed from Performance Reward Grant (£3k p.a. 2011-14) and the Third Sector Consortium, which has agreed to administer the scheme, is seeking matching funding.
8	That urgent consideration is given to addressing the <b>funding shortfall for the Volunteer Centre and infrastructure support for community and voluntary groups</b> created by the ending of Local Area Agreement Performance Reward Grant.	Subject of LSP Executive discussions 26 January 2011 and the Board on the 10 <sup>th</sup> February 2011. An update can be provided to O&SMB.	Ian Gallin	March 2011	Funding has been secured from PRG and partners and the contracts renewed for 2011/12

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9	In making <b>savings to the cost of senior management</b> , a risk analysis of potential loss of capacity within the Council to deliver its change agenda should be undertaken.	Agree	CMT	TBA	Senior management review still being considered by the Chief Executive and considerations around capacity will be part of the work
10	That Directors and Assistant Directors should ensure that <b>reporting of service provision</b> which affects people (for example adults' and children's social care) should include statistics as both a percentage and in terms of actual numbers of people. Where possible, measures of dispersion – geographic / neighbourhood information should be included.	The requested statistical information will be included in relevant responses where appropriate and proportional. The other issues raised will be addressed through EIA's.	SMT	Ongoing	Statistical data referred to where appropriate in the short narrative that accompanies, for example, the performance scorecard.
11	Cabinet and delegated decision reports include provision to indicate where an <b>Equality Impact Assessment</b> is required, and, if so, this is listed as one of the background papers.	Agree	SMT	From March 2011	Implemented - Guidance on completing committee reports now reflects this requirement
12	That consideration should be given to ensuring that there is better public understanding of the role of the <b>Plymouth 2020 Partnership</b> and how community views are represented on it.	Agree	Ian Gallin	March 2011	P2020 Executive currently considering future development of the constituent Theme Groups and Boards and the role they play in relation to the wider community, given the requirements of new legislation e.g. Health and Wellbeing Board

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13	That a review of all grants relating to the provision of children's services that are not continuing, with succession arrangements, is published	Implications of grant changes will continue to be reported via the quarterly budget and performance report.	CMT	Ongoing	This will be reported in the second quarterly report
14	That the <b>recycling target</b> be reviewed in the light of Plymouth's aspirations for excellence and the benchmarks for similar authorities within the Council's 'family group'.	The recycling target is currently being reviewed.	Carole Burgoyne	March 2011	<p>Recycling targets have been reviewed and benchmarked with similar authorities. The performance targets selected are realistic but challenging and exceed national targets for the re-use, recycling and composting of household waste. The 2010 /11 recycling performance was the highest the authority recorded for this indicator, providing a demanding baseline upon which future more challenging targets could be set. The performance targets are 33% for 2011/12; 34% for 2012/13; 36% for 2013/14.</p> <p>On 13 Sept Cabinet will consider a report that includes pilot extension of garden waste to Nov 2011; an expansion of garden waste collection to 19,000 households in 2012; a pilot for glass recycling in 2012; and soft pilot testing for a replacement for the Material Recycling Facility</p>

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15	That a policy with respect to <b>community transfer of assets</b> , in line with the provisions within the Localities and Decentralisation Bill, be developed and submitted to the Scrutiny Management Board. Specifically the feasibility of asset transfers referenced within Community Services budget delivery plans should be quantified.	A policy is included in the Councils Asset Management Plan. Business cases will be developed on individual asset transfer for decision and scrutiny as appropriate	Adam Broome, Carole Burgoyne and Ian Gallin	June 2011	Discussions ongoing and will be brought forward as appropriate
16	That a review of all <b>grants relating to the community services</b> that are not continuing, with succession arrangements, is published.	As 3.3 above			This will be reported in the second quarterly report
17	That a <b>Volunteering Plan</b> for the city is produced, including provision for the increased use of Community Payback resources to undertake work on behalf of the Council and partners to increase efficiency savings.	Agree.	Peter Aley	June 2011	The Guild has agreed to work with the council to produce this Plan, but the deadline needs to be later in the year. In the meantime, information promoting Community Payback has been circulated to Neighbourhood Liaison Officers.
18	Plymouth takes a lead role in establishing a <b>Crime Panel</b> in line with legislative proposals.	Agree	Carole Burgoyne	May 2012	Plymouth City Council has reached agreement with other authorities in Devon & Cornwall that it will lead this work and is in discussion with stakeholders about development of the Panel.

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19	That <b>targets for the Personalisation agenda</b> be set in line with 'family group' authorities rather than regional comparators.	Agree	Carole Burgoyne	June 2011	There is now just on national target, which is 60% by April 2012 and 100% by April 2013. We are on track to meet this target and compare favourably with our family group.
20	Proposals for use of the <b>£3.5m health fund</b> , and any other related unallocated resources be brought to the Health and Adult Social Care scrutiny panel.	Agree	Carole Burgoyne	March 2011	We secured money from the DH for 2010/11, 2011/12 and 2012/13 to support us with winter pressures, post discharge support from hospital and for re-ablement. We undertook to brief Health, Overview and Scrutiny in their June meeting and we were asked to return with a more comprehensive account of the spend on 14th September 2011. The monies for this year and next need to be spent on services that benefit both Health and Social Care and we have a number of jointly agreed priorities with health partners around which we are developing business cases which will then be implemented.
21	Details are provided of the specific proposals about <b>savings related to events, grants and other initiatives</b> as set out in the Culture, Sports and Leisure budget delivery plan.	Agree	Carole Burgoyne	Feb 2011	This item contains a number of small scale savings in different areas. Most are on target , and we are examining the others and where appropriate considering other areas to ensure that the required level of savings are achieved

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22	Details are provided of the <b>transport options for savings</b> currently being considered in the budget delivery plan.	Agree as individual options are developed	Anthony Payne	Feb 2011 onwards	To date £230K of the total £300k savings have been identified. This includes: £130K from concessionary fares (new reimbursement rate introduced but savings subject to overall demand on concessionary travel); £50K from Access Plymouth (achieved through new working practices); £30K projected from mooring fees; £20K from new rates for S.278/S.38 highway works. Work is ongoing to identify the remaining £70k savings.
23	Following ministerial feedback, the revised <b>Local Economic Partnership</b> for Plymouth be reviewed by the Growth and Prosperity overview and scrutiny panel	Agree	Anthony Payne	April 2011	A report will be taken to the Plymouth Growth Board on 3 Oct 2011. A report on growth, which includes the LEP and its delivery arm in Plymouth, the Growth Board, is going to September's Growth and Prosperity Panel
24	That interim <b>targets for job creation</b> between now and 2026, including monitoring and evaluation criteria with regard to sustainability should be put in place to enable more effective monitoring.	Agree	Anthony Payne	June 2011	A study of the city's economy will be published in Sep/Oct 2011 and when trends are analysed it will become possible to explore/agree targets