

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD
28 MARCH 2012**

TRACKING DECISIONS

Grey = Completed

OVERVIEW AND SCRUTINY MANAGEMENT BOARD 2011/12 DECISIONS

Minute number	Decision	Date agreed	Action by	Progress	Target date
63	<p>Lord Mayoralty Briefing Paper</p> <p>(1) a task and finish group is set up to look at the overall budget provision for the Lord Mayoralty service, the criteria for attending events and engagements and to undertake a review of how this had been working since the criteria had been introduced;</p> <p>(2) Membership of the task and finish group will comprise Councillors James, Nicholson, Stark, Mrs Aspinall, Coker and McDonald;</p> <p>(3) approval of the Project Initiation Document is delegated to the Lead Officer, in consultation with Chair and Vice-Chair;</p> <p>(4) additional information relating to the number invitations received for events out of the City, how many had been attended and how this compared to previous years be circulated to Members in writing after the meeting.</p>	14/12/11	<p>OSBM T&F Members</p> <p>Lead Officer</p> <p>Democratic & Member Support Manager</p>	<p>Task and Finish Group took place on 2 March 2012. Report submitted to OSMB on 28 March 2012.</p> <p>Information circulated via e-mail on 02/02/12.</p>	
83	<p>Scrutiny Performance</p> <p>(1) a provisional meeting of the Board is used to informally consider the findings of the report, and to discuss proposals for the future operation/structure of scrutiny;</p> <p>(2) the Leader is recommended to review the timeline of the Forward Plan to enable more pre-decision scrutiny in light of Mr Russell's findings and recommendations.</p>	01/02/12		<p>Meeting took place on 14 February 2012. Proposals considered at OSMB on 29 February 2012, see minute 98 below.</p> <p>Chair wrote to Leader on 15/02/12, see also minute 87(1) below.</p>	

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84	<p data-bbox="271 177 1021 244">Scrutiny of Budget Priorities and Corporate Plan 2012</p> <p data-bbox="271 284 1021 392">(1) the minutes of the meetings held on 11, 16 and 18 January and the Budget Priorities and Corporate Plan 2012 report, subject to the following changes –</p> <ul data-bbox="327 432 1021 1382" style="list-style-type: none"> <li data-bbox="327 432 1021 687">• R4 to be removed and attached to R55 so that the library related issues are covered by one recommendation – amended R55 to read “Libraries review to include consideration of other engagement work with the community and voluntary sector and to be made available for pre-decision scrutiny; <li data-bbox="327 727 600 759">• R8 to be deleted; <li data-bbox="327 799 1021 943">• R14 to be amended to read “Cabinet assurance is sought that plans are in place to ensure a smooth and seamless transition for children in care to adult social care”; <li data-bbox="327 983 1021 1126">• R16 to be amended to read “Information to be provided into the impact of the adult social care transformation programme on the adult care sector”; <li data-bbox="327 1166 1021 1238">• R17 – delete the word “sufficient” and replace with “appropriate and effective”; <li data-bbox="327 1278 1021 1382">• R21 – “changes to health provision to the health workforce” be amended to read “changes to health provision on the health workforce”; 	01/02/12		Report amended to take changes on board and submitted to Cabinet for consideration on 7 February 2012. Cabinet response to be considered at OSMB meeting on 28 March 2012.	

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(2)	<ul style="list-style-type: none"> • the inclusion of an additional recommendation after R21 to read “A report is produced detailing the demographic impact of Plymouth’s ageing population”; • moving R38 to the ‘wrap up’ session at end of the report and delete the words “in Environmental Services”; • R39 – insert the words “over and above the grant allocation” immediately after “additional resources”; • the inclusion of an additional recommendation after R50 to read “A review is undertaken into the procurement, shared services and location risk assessment arrangements of the data centre”; • R59 to be amended to read “An appropriately funded plan be put in place to mitigate the likely impact on voter numbers of the proposed electoral reforms”; • the inclusion of an additional recommendation after R59 to read “Any decision to use the Life Centre for the count at the local elections is informed by cost and value for money implications”; <p>that a review of the budget scrutiny process is added to the Board’s work programme for 2012/13.</p>	01/02/12		Added to work programme.	

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87	<p>Forward Plan</p> <p>(1) on behalf of the Overview and Scrutiny Management Board, the Chair writes to the Leader of the City Council reiterating Members' concerns over the insertion of late items into the Forward Plan leaving little or no opportunity for scrutiny involvement;</p> <p>(2) pre-decision scrutiny of the Library Service Review is added to the Customers and Communities Overview and Scrutiny Panel;</p> <p>(3) Cabinet is recommended to delay its decision in respect of the Adult Social Care Personal Budget Policy in order to allow for pre-decision scrutiny by the Health and Adult Social Care Overview and Scrutiny Panel;</p> <p>(4) subject to (3) above, should pre-decision scrutiny not be facilitated, a cross-party call-in of the Cabinet decision would be supported;</p> <p>(5) in conjunction with (2) above, the Constitutional Review Panel is recommended to look at the Forward Plan arrangements.</p>	01/2/12		<p>Letter sent to the Leader on 15/02/12.</p> <p>Decision fed back to panel.</p> <p>Cabinet agreed to defer the decision and referred item to Health and Adult Social Care OSP on 8 March 2012. Recommendations arising from that meeting are to be considered by Cabinet on 27 March 2012. This was not necessary in light of (3) above.</p> <p>This item will be considered at the next meeting of the Constitutional Working Group.</p>	
88	<p>Recommendations</p> <p>Children & Young People OSP – Progress Update on Previous Tracking Resolutions</p> <p>(1) that the Youth Service task and finish group is deferred to the next municipal year;</p>	01/02/12		Decision fed back to panel.	

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	<p data-bbox="275 180 1019 248">Growth & Prosperity OSP – Article 4 Direction for Houses in Multiple Occupation</p> <p data-bbox="215 288 1019 427">(2) that the Cabinet Member for Planning, Strategic Housing and Economic Development, taking into account the consultation responses received, should confirm the Direction;</p> <p data-bbox="275 472 965 576">Customers and Communities OSP – Task and Finish Group – Anti-Social Behaviour in Compton Ward</p> <p data-bbox="275 616 860 643">that Cabinet be recommended to consider –</p> <p data-bbox="215 687 990 754">(3) the installation of lockable bollards at either end of the lane, to prevent general vehicle access;</p> <p data-bbox="215 799 999 895">(4) a general clean up of the area is undertaken, working in partnership with Plymouth Community Homes and residents;</p> <p data-bbox="215 940 972 1078">(5) that Plymouth Community Homes are asked to work together with Plymouth City Council and community groups to identify a way forward for the use of the derelict garage site in Channel Park Avenue;</p> <p data-bbox="215 1123 1019 1219">(6) to establish the boundaries of the properties in Carlton Close and to notify the land owners and outline their legal duties.</p> <p data-bbox="275 1264 936 1331">Health and Adult Social Care OSP – Chair’s Urgent Business</p> <p data-bbox="215 1375 1019 1477">(7) the appointment of Sue Kelly, member of the Local Involvement Network Stewardship Group, as a co-opted member.</p>	01/02/12		<p data-bbox="1400 288 1756 320">Decision fed back to panel.</p> <p data-bbox="1400 628 1926 724">Recommendations submitted to Cabinet for consideration on 27 March 2012.</p> <p data-bbox="1400 1375 1756 1407">Decision fed back to panel.</p>	

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90	<p>Task and Finish Group Reports / Updates <u>Agreed</u> that, with regard to the Youth Unemployment in Plymouth Task and Finish Group –</p> <p>(1) the following representatives be co-opted –</p> <ul style="list-style-type: none"> • David Parlby, Chamber of Commerce • Ashley Beare, South West TUC and PABC Executive • Jacki Williams, Job Centre Plus <p>(2) the scope of the PID be expanded to include the age range of 16-24 year olds.</p>	01/02/12		Approval fed back to the Growth and Prosperity Overview and Scrutiny Panel.	
91	<p>Work Programmes</p> <p><u>Agreed</u> as submitted, subject to removal of the following task and finish items –</p> <ul style="list-style-type: none"> • Driving Speeds on the Hoe item from the Growth and Prosperity Work Programme; • Social Media from the Customers and Communities Work Programme. 	01/02/12		Decisions fed back to respective panels.	
97	<p>Task and Finish Group Report – Impact of the Restructure in Revenues and Benefits, Customer Services, Cashiers and Incomes and Creditors</p> <p><u>Agreed</u></p> <p>(1) to amend recommendation R11 contained within the report so that it contains a footnote linking the recommendation to the recent Health and Adult Social Care Task and Finish Group on Safeguarding Vulnerable Adults;</p>	29/02/12		Task and Finish Group report to be considered by Cabinet on 27 March 2012.	

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(2)	that in light of (1) above and the number of abandoned calls, an additional recommendation is included in the Health and Adult Social Care Task and Finish Group report on Safeguarding Vulnerable Adults proposing installation of a dedicated phone line to enable customers to ring directly through to the Adult Social Care department;	29/02/12		Recommendation fed back to Health and Adult Social Care OSP for inclusion in the report.	
(3)	to recommend to Cabinet all of the recommendations contained within the report, subject to the amendment in (1) above, and the introduction of a hierarchy within the recommendations to reflect the most important being listed first;				
(4)	with regard to (3) above, organisation of the hierarchy of the recommendations is delegated to Pete Aley, Lead Officer in consultation with Councillor James, Chair, Councillor Stark, Vice-Chair and Councillor Aspinall;				
(5)	the report is amended so that minute 4.3 Site Visit Observations (1e) reads 'the service had a high number of abandoned calls, in total 80 on the day of the site visit with a maximum call waiting time of 21 minutes, in the Adult Social Care / Proof of Concept Teams';				
(6)	to include an additional recommendation to Cabinet, that the circulation and implementation of the Action Plan be implemented with immediate effect;				
(7)	the Action Plan is submitted to the next meeting of the Overview and Scrutiny Management Board on 28 March 2012 for further scrutiny;				

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(8)	that relevant Cabinet Members and Officers are invited to attend meetings of the Overview and Scrutiny Management Board when task and finish group reports are being discussed;	29/02/12		Noted	
(9)	to thank all the councillors and officers involved in the task and finish group.				
99	<p>Delegated Authority</p> <p>(1) <u>Agreed</u> – that in order to expedite the decision-making process outside of the normal business meeting process, approval of work programme related matters be delegated to the Board’s Lead Officer, in consultation with Chair, Vice-Chair and opposition lead member. Work programme related matters include, but are not limited to –</p> <ul style="list-style-type: none"> • Project Initiation Documents / Work Programme Requests; • Task and Finish Group Reports; • Panel Recommendations; • Forward Plan items. 	29/02/12			
(2)	any future scrutiny training should be discussed with all scrutiny chairs prior to training being arranged;		JS	Information fed back to Judith Shore, Democratic and Member Support Manager, as person with overall responsibility for member training and development.	
(3)	that in future scrutiny training sessions should be organised with more flexibility to allow members with other commitments the option to attend training sessions.			As above.	

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100	<p>Minutes <u>Agreed</u> the minutes of 1 February 2012 subject to the amendment to minute 90, to include the following additional co-opted representatives –</p> <ul style="list-style-type: none"> • Richard Smith – Plymouth Chamber of Commerce • Cherly Ward – Job Centre Plus • A further nominated representative from South West TUC and PABC Executive 			Decision fed back to Growth and Prosperity OSP.	