

## Overview and Scrutiny Management Board 2012/13

3 October 2012

### TRACKING DECISIONS

Grey = Completed

Minute number	Decision	Date agreed	Action by	Progress	Target date
Min 13. 13.06.12	<b>Task and Finish Update/Reports</b> The Board <u>agreed</u> to undertake a task and finish group to explore how successful young people with special educational needs and disabilities are in gaining employment.		GP/JG/GP Lead officers	Agreed at the meeting held on 8 August 2012 that this should be a joint task and finish group with Children and Young People, Health and Adult Social Care and Growth and Prosperity. <b>Completed.</b>	

<p>Min 22. 25.07.12</p>	<p><b>Recommendations</b> The Board endorsed and <u>agreed</u> the following recommendations –</p> <p><u>Customers and Communities</u></p> <p>(minute 6) persons with the relevant knowledge and expertise would be invited prior to commencement of task and finish groups and co-opted as and when appropriate.</p> <p><u>Children and Young People</u></p> <p>(minute 3) the appointment of co-opted representatives. (minute 6) the changes to its terms of reference.</p> <p><u>Health and Adult Social Care</u></p> <p>(minute 4) the appointment of co-opted representative.</p> <p><u>Support Services</u></p> <p>(minute 4) appointment of co-opted representatives</p>		<p>HW/ DSOs</p>	<p>Fed back to panel.</p> <p>Fed back to panel.</p> <p>Fed back to panel.</p> <p>Fed back to panel. <b>Completed</b></p>	
<p>Min 24. 25.07.12</p>	<p><b>Terms of Reference</b> The board noted the amendments to the panel's terms of reference and <u>recommended</u> them to be submitted to the next city council meeting for approval.</p>		<p>HW</p>	<p>Approved by Full Council on 24 September 2012. <b>Completed</b></p>	<p>24 September 2012</p>
<p>Min 25. 25.07.12</p>	<p><b>Co-opted Representatives</b> The Board <u>agreed</u> to seek information as to how the council supported people with disabilities when seeking advice at First Stop.</p>		<p>HW</p>	<p>To be circulated outside of the business meeting.</p>	

Min 26. 25.07.12	<p><b>Work Programme</b></p> <p>The Chair advised that a separate meeting with the Chairs of panels, lead officers and democratic support officers would be held to discuss and agree the work programmes for 2012/13.</p>		HW	<p>The work programmes for the Board and the Panels were agreed at the meeting held on 8 August 2012 (information previously circulated).</p> <p><b>Completed</b></p>	8 August 2012
Min 27. 25.07.12	<p><b>Project Initiation Documents</b></p> <p>The Board <u>agreed</u> the following project initiation documents –</p> <ul style="list-style-type: none"> <li>● social fund replacement;</li> <li>● finance and performance.</li> </ul> <p>The library modernisation project initiation document was also <u>agreed</u> but subject to a review of the objectives</p>		HW	<p>Fed back to panel</p> <p>Fed back to panel (Giles Perritt to review the PID and provide comments to Lead Officer Customers and Communities).</p> <p><b>Completed</b></p>	<p>September 2012</p> <p>September 2012</p>
Min 35. 05.09.12	<p><b>Chair's Urgent Business</b></p> <p>The Board <u>agreed</u> to hold the meeting with the city's MPs on Friday 21 September 2012 at 9am – 10am.</p>		HW	<p>Meeting was held with the city's MPs on 21 September 2012.</p> <p><b>Completed</b></p>	September 2012
Min 36. 05.09.12	<p><b>Tracking Decisions</b></p> <p>The Board <u>agreed</u> that youth unemployment (how successful young people with special educational needs and disabilities were in gaining employment) is removed from the panels work programmes for Children and Young People and Growth and Prosperity and is included on the Board's work programme.</p> <p>This is subsequent to minute 13 (26 June 2012).</p>		HW/ DSOs	<p>Fed back to panel.</p> <p>Included item on the Board's work programme</p> <p><b>Completed</b></p>	October 2012

Min 39. 05.09.12	<b>Forward Plan</b> The Board <u>agreed</u> that the Tenancy Strategy is included on the Customers and Communities OSP's work programme for its meeting scheduled for 7 November 2012.		HW/ DSOs	Fed back to Panel. <b>Completed</b>	September 2012
Min 39. 05.09.12	<b>Forward Plan</b> The Board <u>recommended</u> that the Cabinet Member is requested to consult with all councillors regarding the Tenancy Strategy in order for councillors' feedback to be forwarded to the Customers and Communities Panel meeting on 7 November 2012.		HW	<b>Completed</b>	September 2012
Min 39. 05.09.12	<b>Forward Plan</b> The Board <u>agreed</u> to receive a briefing paper on the school funding reform.		HW	Briefing note to be circulated outside of the meeting.	September 2012

<p>Min 41. 05.09.12</p>	<p><b>Community Right to Challenge</b> The Board <u>agreed</u> to <u>recommend</u> approval of the following recommendations to Cabinet –</p> <ol style="list-style-type: none"> <li>1. the council receive expressions of interest for any service twice a year (in the months of February and August);</li> <li>2. the expressions of interest are approved, rejected or amended by the Monitoring Officer in consultation with the Cabinet Member for Cooperatives and Community Development; where the expression of interest has a particular impact on a specific ward, then the ward councillors should be consulted;</li> <li>3. the expression of interest should include the following additional requests for information – <ul style="list-style-type: none"> <li>(a) explain how a local (city based) workforce would be maintained and guaranteed;</li> <li>(b) identify what are the positive impacts to be brought to the local economy;</li> <li>(c) state where the contract would be managed from;</li> <li>(d) how would the bid ensure compliance with the Public Services (Social Value) Act 2012;</li> <li>(e) explain how you would support the council’s corporate plan and vision for the city;</li> </ul> </li> <li>4. the maximum response time for responding to expressions of interest will be 30 days from the end of February/August;</li> </ol>			<p>The recommendations will be consider by Cabinet at its meeting on 16 October 2012.</p>	<p>16 October 2012</p>
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	<p>5. in setting the time for the commencement of the procurement exercise, the council follows its current procurement rules which are appropriate for the particular expression of interest;</p> <p>6. that the policy and process is reviewed after 12 months.</p>				
Min 44. 05.09.12	<p><b>Project Initiation Document (PIDS)</b> The Board <u>agreed</u> the review of subsidised bus routes and through ticketing PID.</p>		HW/ DSOs	Fed back to Panel	September 2012