

COOPERATIVE SCRUTINY BOARD

Tracking Decisions and Recommendations
2013 - 2014



Date, agenda item and Minute number	Resolution	Target date, Officer responsible and Progress	
24.07.2013 Business Rates – Discretionary Rates Relief Minute 32	The Board <u>agreed</u> to request that a business rate (discretionary rates relief) report is submitted to the annual budget scrutiny process.	Date:	January 2014
		Officer:	Giles Perritt/Helen Wright
		Progress:	Officers have been informed that the report will be required for the budget scrutiny process.
07.08.2013 Finance – Capital and Revenue Monitoring Minute 43	The Board <u>agreed</u> to – 1. Undertake a cooperative review to look at the Council Tax (Attachment of Earnings) and to also look at Housing Benefit Spare Room Subsidy. 2. Delegate authority to the Lead Officer, in consultation with the Chair and Vice Chair to scope the cooperative review. Information would be provided on whether the figure of £6.807m included within the capital programme for the Tamar Bridge and Torpoint Ferry was the total amount or whether this was Plymouth’s proportion of the funding. Clarification would be provided relating to the total number of FTE sick days.	Date:	October 2013
		Officer:	Giles Perritt/Simon Arthurs/Helen Wright
		Progress:	A Cooperative Review of the Council Tax (Attachment of Earnings) had been held on 15 November 2013. The Housing Benefit Spare Room Subsidy Cooperative Review would be held in February 2014. Information requested relating to the Tamar Bridge and Torpoint Ferry Committee had been circulated. Information requested had been circulated to Board members.
16.10.2013 Chair’s Urgent Business	The Board <u>agreed</u> to circulate the information that the Chair presented to Cabinet at its meeting held on	Date:	October 2013
		Officer:	Helen Wright

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Minute 70	15 October 2013.	Progress:	The information was emailed to Board members on 17 October 2013. Complete
16.10.2013 The Brilliant Cooperative Council Sustainable Three Year Plan Minute 71	The Board requested information relating to the membership of Member Transformation Board.	Date:	October 2013
		Officer:	David Trussler, Interim Director for Corporate Services
		Progress:	The information was emailed to Board Members on 12 November 2013. Complete
16.10.2103 Work Programmes Minute 72	The Board <u>agreed</u> the work programmes (as submitted) for – <ul style="list-style-type: none"> • Ambitious Plymouth Panel • Caring Plymouth Panel • Your Plymouth Panel <p>The Board further <u>agreed</u> the Working Plymouth Panel’s work programme subject to the removal of ‘the North Plymouth Area Action Plan Inspector’s report’.</p>	Date:	October 2013
		Officer:	Helen Wright, Democratic Support Officer
		Progress:	All information feedback to the relevant officers. Complete
16.10.2013 Corporate Monitoring Report Minute 74	The Board requested that a copy of the Adult Social Care ten point balance budget action plan is provided to its members.	Date:	October 2013
		Officer:	David Northey, Head of Finance
		Progress:	The information was circulated to Members via email on 23 October 2013. Complete
16.10.2103	The Vice Chair requested that a telephone is installed in the	Date:	October 2013

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Cabinet Member Minute 75	<p>scrutiny resource room in the Council House.</p> <p>The Board required information relating to whether callers who had abandoned their calls to the call centre could be called back (for adult social care issues).</p>	Officer:	Malcolm Coe, Assistant Director for Finance, Efficiencies, Technology and Assets/Andrew Stephens, Assistant Director for Customer Services.
		Progress:	<p>Information relating to abandoned calls was circulated via email on 23 October 2013.</p> <p>The telephone was installed in the Scrutiny Resource Room on 24 October 2013.</p> <p>Complete</p>
16.10.2013 Plymouth Plan Minute 76	<u>Agreed</u> that the Plymouth Plan is scrutinised by the Board (at this stage) and not by the Panels; and to include this item on its work programme.	Date:	October 2013
		Officer:	Helen Wright, Democratic Support Officer
		Progress:	<p>The Plymouth Plan has been included on the Board's work programme.</p> <p>Complete</p>
16.10.2013 Budget Scrutiny Minute 77	<p>The Board sought clarification as to when the Devon and Somerset Fire and Rescue Authority would be able to discuss its budget (in line with the Council's budget scrutiny process).</p> <p>The Board requested that the letter inviting partners to attend budget scrutiny should be sent from the Chair and Vice Chair.</p> <p>The Board <u>agreed</u> to activate its provisional meeting scheduled on 11 December 2012 to be used as a training session for budget scrutiny.</p> <p>The Board also <u>agreed</u> the budget scrutiny timetable.</p>	Date:	October 2013
		Officer:	Giles Perritt, Head of Policy, Performance and Partnerships/Helen Wright, Democratic Support Officer
		Progress:	The provisional Board meeting scheduled for 11 December 2013 has been activated and members advised.

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16.10.2013 Forward Plan of Key Decisions and Private Business Minute 79	The Board <u>agreed</u> to undertake post decision scrutiny relating to the fees, charges and concessions policy (and to include this matter on its work programme).	Date:	November/December 2013
		Officer:	Malcolm Coe, Assistant Director for Finance, Efficiencies, Technology and Assets.
		Progress:	This issue had been included on the Board's work programme to be considered at its meeting scheduled for 18 December 2013.
16.10.2013 Recommendations Minute 81	The Board <u>agreed</u> the recommendations for – <ul style="list-style-type: none"> • Ambitious Plymouth Panel • Caring Plymouth Panel • Your Plymouth Panel The Board <u>agreed</u> the work programme of the Working Plymouth Panel subject to the removal of the North Plymouth Area Action Plan Inspector's report.	Date:	October 2013
		Officer:	Helen Wright, Democratic Support Officer
		Progress:	All information has been fed back to the relevant officers. Complete
16.10.2013 Cooperative Review Minute 82	The Board considered the cooperative review relating to the Finance and Transformation Programme. The Board <u>agreed</u> to hold a briefing session to gain an in depth understanding of adult social care and children's services budgets. It was also <u>agreed</u> to activate its provisional meeting on 13 November 2013 to hold this briefing session.	Date:	October/November 2013
		Officer:	Giles Perritt, Head of Policy, Performance and Partnerships/ Helen Wright, Democratic Support Officer
		Progress:	Meeting scheduled for 13 November 2013 had been activated and Members advised. Complete

Grey = Completed item.

Red = Urgent – item not considered at last meeting or requires an urgent response.