

# COOPERATIVE SCRUTINY BOARD

Work Programme 2013 - 2014



**PLYMOUTH**  
CITY COUNCIL

**Please note that the work programme is a 'live' document and subject to change at short notice. The information in this work programme is intended to be of strategic relevance and is subject to approval at the Cooperative Scrutiny Board.**

For general enquiries relating to the Council's Scrutiny function, including this committee's work programme, please contact Helen Wright, Democratic Support Officer, on 01752 304022.

Date of meeting	Agenda item	Purpose of the agenda item	Reason for consideration	Responsible Officer
07.08.2013	Finance – Capital and Revenue Monitoring (June)	To identify areas of concern (if any).		David Northey, Head of Finance
	FY 2012/13 Performance Position	To identify areas of concern (if any).		Peter Honeywell, Transformation Programmes Manager
	Cabinet Member	Provide an overview of their portfolio.	To identify areas of concern (if any)	Cabinet Member for Public Health and Adult Social Care
21.08.2013	Redevelopment of Civic Centre and future accommodation requirements	Board to consider the proposals before approval by Cabinet on 3 September 2013.	Pre-decision scrutiny	Alwyn Thomas, Project Director for Civic Centre
04.09.2013	Cooperative Council Sustainable Three Year Plan	Board to consider the Plan before approval by City Council.	Pre-decision scrutiny	David Northey, Head of Finance
	Corporate Monitoring including Finance/HR (July)	To identify areas of concern (if any).		David Northey, Head of Finance
	Budget Scrutiny Recommendations (Six Months)	To review the progress of the Board's recommendations.	To monitor progress	Giles Perritt, Head of Policy, Performance and Partnerships
	Cabinet Members	Provide an overview of their portfolio.	To identify areas of concern (if any)	Councillor Vincent Councillor Coker
September 2013	Review of the Devon and Somerset Fire and Rescue Service Draft Plan 2013/14 and 2014/15			Giles Perritt, Head of Policy, Performance and Partnerships

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16.10.2013	Corporate Monitoring including Finance/HR (August)	To identify areas of concern (if any).		David Northey, Head of Finance
	Plymouth Plan (Co-operative Review)	Contribute to the policy development of the Plymouth Plan.		Paul Barnard, Assistant Director for Planning Services
	The Brilliant Cooperative Council Sustainable Three Year Plan	Further report setting out the Transformation Programme and its key elements including the governance proposals.	Following up on pre decision scrutiny	Tracey Lee, Chief Executive and Councillor Evans, Leader
	Cabinet Member	Provide an overview of their portfolio.	To identify areas of concern (if any)	Deputy Leader
13 November 2013	<b>Budget Scrutiny Briefing Session</b>	The Board will receive a briefing on Adult Social Care issues, in order to gain an in depth knowledge of the budget pressures.		Giles Perritt, Head of Policy, Performance and Partnerships
15 November 2013	Council Tax Attachment of Earnings	Board to undertake a Cooperative Review to look at the attachment of earnings when people are going into to debt to pay council tax.	Cooperative Review	Giles Perritt, Lead Officer
27.11.13	The Brilliant Co-operative Council Corporate Plan Monitoring Report	To identify areas of concern (if any).		Peter Honeywell, Transformation Programmes Manager
	Half Yearly Corporate Monitoring	To identify areas of concern (if any).		David Northey, Head of Finance
	Update on redevelopment of Civic Centre and future accommodation requirements	Encompass further information on the decant arrangements, details of the implementation funding and how customer interface will be managed.		Les Allen, Transformation Programmes Manager
	Cabinet Member	Provide an overview of their portfolio.	To identify areas of concern (if any)	Cabinet Member for Finance
11 December 2013	<b>Budget Scrutiny Training Session</b>	Training on 'budget basics'		Giles Perritt, Head of Policy, Performance and Partnerships/Malcolm Coe, Assistant Director for Finance, Efficiencies, Technology and Assets
	Cabinet Member	Provide an overview of their portfolio.	To identify areas of concern (if any)	Cabinet Member for Cooperatives and Community Development
	Fees, Charges and Concession Policy	To inform the budget scrutiny process.	Post decision scrutiny	Head of Finance, Efficiencies, Technology and Assets

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6 December 2013	<b>Budget Scrutiny Training Session</b>	Training on budget		Giles Perritt, Head of Policy, Performance and Partnerships
08.01.14	<b>Budget Scrutiny (Day One)</b>	The Board's recommendations will form part of the consultation process.	Pre decision scrutiny	Giles Perritt, Head of Policy, Performance and Partnerships
13.01.14	<b>Budget Scrutiny (Day Two)</b>	The Board's recommendations will form part of the consultation process.	Pre decision scrutiny	Giles Perritt, Head of Policy, Performance and Partnerships
15.01.14	<b>Budget Scrutiny (Day Three)</b>	The Board's recommendations will form part of the consultation process.	Pre decision scrutiny	Giles Perritt, Head of Policy, Performance and Partnerships
February 2014	Housing Benefit Spare Room Subsidy Cooperative Review	To look at the issue of the lack of one bedroom properties within the city thus preventing people wishing to move into this type of property.	Cooperative Review	Giles Perritt, Head of Policy, Performance and Partnerships
19.02.14	Corporate Monitoring including Finance/HR (December)	To identify areas of concern (if any).		David Northey, Head of Finance
	Budget Scrutiny Recommendations (Twelve Month Review)	To review the progress of the Board's recommendations.		Giles Perritt, Head of Policy, Performance and Partnerships
26.03.14	Corporate Monitoring including Finance/HR (January)	To identify areas of concern (if any).		David Northey, Head of Finance
16.04.14	Annual Scrutiny Report	The Board to agree its Annual Scrutiny Report.	To meet the constitutional requirement	Giles Perritt, Head Policy, Performance and Partnership
	Corporate Monitoring including Finance/HR (February)	To identify areas of concern (if any).		David Northey, Head of Finance
	Child Poverty	The Board will receive a 12 month progress update.		Candice Sainsbury, Senior Policy, Performance and Partnership Advisor
<b>Issues Identified for Scrutiny (no date agreed)</b>				
	City's MPs	To receive an update on the current work of Parliament in particular any issues affecting the City.		Helen Wright, Democratic Support Officer
	ICT Shared Services	Board to consider this issue prior to Cabinet decision.	Pre-decision scrutiny	Malcolm Coe, Assistant Director for Finance, Efficiencies, Technology and Assets

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	Plymouth Plan	Board to form part of the consultation process.	Pre-decision scrutiny	Paul Barnard, Assistant Director for Planning Services/Richard Grant, Local Planning Team Leader