OVERVIEW AND SCRUTINY MANAGEMENT PANEL
18 October 2012

PRESENT: Councillor Beverley Dunlop - Chair; Councillor Theo Stratton - Vice-Chair; Councillors Mark Anderson, Mark Battistini, Beryl Baxter, David d’Orton-Gibson, Stephen Chappell, Eddie Coope, Mike Greene, Rae Stollard, John Trickett, Michael Weinhonig and Roger West.

ALSO PRESENT: Councillor John Beesley - Leader of the Council and Cabinet Member for Resources, Councillor Rod Cooper - Cabinet Member for Tourism, Leisure and Culture, Councillor Anne Filer - Cabinet Member for Corporate Efficiency; Councillor Michael Filer - Cabinet Member for Transport, Cleansing and Waste, Councillor Jane Kelly - Cabinet Member for Partnership and Regeneration, Councillor Lawrence Williams - Cabinet Member for Corporate Policy Implementation.

The meeting commenced at 6:00 p.m.

SECTION I - BUSINESS RECOMMENDED TO THE COUNCIL

No Items

SECTION II - BUSINESS DECIDED UNDER DELEGATED POWERS

32. APOLOGIES

Apologies were received from Councillors Carol Ainge, Derek Borthwick, Bob Chapman, Ben Grower and Anne Rey.

33. SUBSTITUTE MEMBERS

Notification has been received of the following substitute members for this meeting only:

- Councillor Mark Battistini replacing Councillor Bob Chapman.
- Councillor Beryl Baxter replacing Councillor Ben Grower.
- Councillor David d’Orton-Gibson replacing Councillor Derek Borthwick.
- Councillor Roger West replacing Councillor Carol Ainge.
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34. **ELECTION OF CHAIR**

Following the resignation of Nick King as a Councillor the Panel was asked to elect a Chairman for the remainder of 2012/13.

**DECISION MADE:**

1. That Councillor Beverley Dunlop be elected Chairman for the remainder of 2012/13.

2. That the Panel place on record its thanks and appreciation to Nick King for the way in which he chaired the Management Panel, for all the work he did and the support he provided to his colleagues.

35. **ELECTION OF VICE-CHAIR**

**DECISION MADE** - That Councillor Theo Stratton be elected Vice-Chair for the remainder of 2012/13.

36. **DECLARATIONS OF INTEREST**

There were no declarations of interest in respect of the matters before the Panel.

37. **SIGNING OF MINUTES**

**DECISION MADE:**

That the minutes of the last meeting of the Panel on 19 July 2012 be confirmed and signed.

38. **PUBLIC ISSUES**

There were no public questions, deputation requests or petitions submitted for this meeting.

39. **RECOMMENDATIONS FROM OVERVIEW AND SCRUTINITY PANELS**

**A. Youth Offending Team**

Members were informed that the Children’s Services Overview and Scrutiny Panel at its meeting on 11 October 2012 had agreed:
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That, subject to the approval of the Overview and Scrutiny Management Panel, the Children’s Services O&S Panel amend its terms of reference to include the Youth Offending team, with this initially to be monitored in the quarterly performance management report.

The Adult and Community Overview and Scrutiny Panel at its meeting on 17 October 2012 supported the inclusion of the Youth Offending team in the terms of reference for the Children’s Services Overview and Panel.

DECISION MADE - That the above recommendation from the Children’s Services Overview and Scrutiny Panel, supported by the Adult and Community Overview and Scrutiny Panel, be agreed and the Service Director for Legal and Democratic make the necessary technical amendments to the Councils Constitution.

B. Parks and Open Spaces

The Chairman of the Environment and Transport Overview and Scrutiny Panel referred to the reporting arrangements for Parks and Open Spaces. He asked for clarification on the necessary approvals to put the proposals in place. The Senior Democratic Services Officer said she would check the current situation and liaise with Councillor Anderson on this issue.

DECISION MADE - That the action set out above be progressed.

40. PERFORMANCE OF CORPORATE PRIORTY OUTCOMES

The Panel considered a report on the performance of corporate priority outcomes allocated to the Overview & Scrutiny Management Panel and those outcomes allocated to the other Overview and Scrutiny Panels which were red.

The Chairs of the Overview and Scrutiny Panels had been asked to report on the progress in dealing with those outcomes which were red and the action plans in place to bring them back on track.

The Chairman of the Adult and Community Overview and Scrutiny Panel reported that his Panel had agreed to hold a performance management workshop to review the content and format of information to address the issues raised regarding the quality and value of the data provided. He suggested that this may be a good approach for other Overview and Scrutiny Panels.

Members discussed the following priority outcome:

- 2.5 Improved engagement and consultation with the public - the Management Panel was the lead on this priority outcome but it was reviewed by other Overview and Scrutiny Panels.
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The Panel questioned the benefit of the above priority outcome being submitted to the Management Panel when the detailed performance measures were being considered and reviewed by other Panels. Members discussed the role of the Management Panel in considering the priority outcomes and in particular the need to avoid any duplication of work. The Chairman suggested that those outcomes that were red, amber or blue should be divided into the appropriate Panels and submitted to the Management Panel for review. The Chairman or Vice-chairman could then give an update on the status of the performance measures and how they were being progressed.

The Chairman of the Administration and Resources Overview and Scrutiny Panel explained the action being taken on AR1.3a - absence from work due to sickness - not including schools. He reported that a detailed action plan was in place to address the upward trend in sickness absence.

Officers replied to a number of questions from Members on the performance of other corporate priority outcomes.

The Executive Director for Finance reported that the current performance management arrangements had been introduced prior to her starting with the Authority. She explained that the process was evolving but it was clear that there were issues that needed to be addressed and proposed to undertake a review, working with the Chairs and Vice-Chairs of the Overview and Scrutiny Panels, to develop and streamline the process. The Executive Director reported that she would contact the Chairs on how they could be supported as part of the review with the aim of concluding the process by the end of the current financial year.

DECISION MADE:

1. That the report be received and noted.

2. That priority outcome - 2.5 Improved engagement and consultation with the public - is no longer reported to the Management Panel as these performance measures are being dealt with by other Overview and Scrutiny Panels.

3. That priority outcomes that are submitted to this Panel for review are divided into each Overview and Scrutiny Panel.

4. That the proposed review outlined by the Executive Director for Finance be supported.
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41. OVERVIEW AND SCRUTINY ARRANGEMENTS FOR CORE SERVICE TRANSFORMATION

The Panel considered a report setting out proposals for how the Council’s Overview and Scrutiny function could be best engaged through the Core Service Transformation - CST - process.

The Executive Director for Finance reported that a programme of CST reviews was initiated earlier this year further to progressing the on-going development of the Council’s overall Transformation, Efficiency & Change Programme. She explained that it was proposed that the Chairs and Vice-Chairs of the Overview and Scrutiny Panels would determine how task and finish groups would be used, working with each CST team to consider project findings, outcomes and initial proposals. The Task and Finish Groups working with their Chairs and Vice-Chairs would then be expected to report their views to a meeting of the Overview and Scrutiny Management Panel before the Final Business Case, as agreed by the Transformation Board, progresses to Cabinet for a final decision.

Members were informed that the first of the final business cases for housing and parks was expected to be submitted to Cabinet on 20 November 2012. In accordance with the process set out above the Panel considered arrangements for a special meeting of the Management Panel prior to the Cabinet meeting and considered the format of the task and finish groups and the method for engaging with them.

The Executive Director for Finance explained the services covered by the CSTs and the methodology used in progressing the reviews.

Councillor Beesley, Leader of the Council, explained that Overview and Scrutiny was a key part of the process and the suggested approach outlined above supported that role.

Officers commented on the timetable for the other CSTs. Members were informed that the final business cases for Children’s Social Care and Children’s Services were scheduled to come to Cabinet in January 2013, Libraries in February 2013 and Adult Social Care in March 2013.

DECISION MADE:

1. That the approach for engaging Overview and Scrutiny members through the CST process as set out in Section 3 and Exhibit 1 of the report be approved.

2. That the timing issues presented by the normal meeting schedule of the Council may make it necessary to arrange special meetings of both the Management Panel and Cabinet to avoid any necessary delay in progressing individual CSTs over the remainder of 2012/13 be noted.
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3. That a special meeting of the Overview and Scrutiny Management Panel be held on 13 November 2012 at 6.00 pm to consider the views from the task and finish group on the Housing and Parks Core Service Transformation prior to the final business case being considered by the Cabinet on 20 November 2012.

Note: Councillor Roger West wished to be recorded as abstaining from the decisions at 1 and 2 above.

42. CABINET SUPPORT TEAMS

The Panel was reminded that Cabinet Support Team reports had been published in the Council Information Bulletin on 12 October 2012 with additional reports circulated by email. Members were given the opportunity to submit any questions on the reports. The Panel was informed that no questions had been received on the Cabinet Support Team reports prior to the start of the meeting.

The Chairman identified the format/content of the Leader’s Cabinet Support Team report as a good example. She felt that it was not the role of the Panel to check the activity of a Cabinet Support Team. The Chair suggested that the Panel at its next quarterly meeting needed to consider how it wished to engage with Cabinet Members and in particular to invite them to provide a strategy update on the work being progressed within their portfolio.

Councillor Beesley confirmed that it was right that the Overview and Scrutiny Panels should hold Cabinet Members to account. He acknowledged the need for clarity concerning the role of Cabinet Support Team reports.

Members commented on the approach taken by other Overview and Scrutiny Panels in engaging with appropriate Cabinet Members. It was acknowledged that it was important to ensure that there was no duplication across the Overview and Scrutiny Panels.

DECISION MADE:

1. That, taking account of the above comments, Cabinet Members be reminded of the format/content of the Cabinet Support Team report used by the Leader of the Council as an example of good practice.

2. That the Panel give further consideration on how it wishes to engage with Cabinet Members in the future.
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43. DATES FOR 2013

The Panel was asked to note the following dates for quarterly meetings in 2013. Members were advised that the revised pattern of dates reflected the arrangements which have been put in place for the reporting of the quarterly performance review to Overview and Scrutiny Panels:

- 12 February 2013
- 28 May 2013
- 3 October 2013
- 21 November 2013

The Chair asked that the dates be reviewed as she has difficulty in attending meetings that are scheduled for a Thursday. Other Members indicated that they may have difficulties in attending meetings if they were scheduled earlier in the week

DECISION MADE:

That the above dates be reviewed.

The meeting ended at 7.38 p.m.

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