

## **OVERVIEW AND SCRUTINY COMMITTEE**

### **MINUTES OF THE MEETING HELD ON 9 OCTOBER 2014 AT 2:00PM**

Present: Councillors: John Kane, Chairman; David Banks; George Clements; Eileen Eastwood; Ian Hill; Sam Pollen; Gilbert Scurrah; Dave Smith and Carole Woodman .

Apologies for Absence: Councillor Jackie Bowman; Allan Forster; Felicity Wilson and Henry Wormstrup.

Officers: Andrea Smith; Policy and Scrutiny Officer and Clive Willoughby, Member Services Technical Support Officer.

Angela George, Interim Financial Services Manager (for items 7, 17 & 8 only).

Jessica Hall, Homelessness Officer (for item 15 only).

Reg Bascombe, Revenues & Benefits Shared Services Manager (for item 17 only).

Lindsay Tomlinson, Democratic Services Manager & Monitoring Officer (for item 13 only).

Also Present: Councillors Elaine Woodburn & Geoff Garrity (for item 9 only) and Gillian Troughton.

**OSC 28/14**

#### **Minutes**

The Minutes of the meetings held on 7 August 2014 were signed by the Chairman as a correct record.

**OSC 29/14**

#### **Arrangement of the Agenda**

With the permission of the Chairman, it was agreed that agenda Item 9 (Report of the Member representative to the Cumbria Health Scrutiny Committee) be taken first, followed by Item 7 (Financial Monitoring) and then Item 17 (Revenues & Benefits - Performance).

**OSC 30/14**

#### **Report of the Member representative to the Cumbria Health Scrutiny Committee**

The Member representative, Councillor Geoff Garrity updated committee on meetings he was going to attend and then accepted questions from Members on the minutes of the Cumbria Health Scrutiny Committee meetings held on 17 June 2014 and 16 July 2014.

During the discussion that followed, Members expressed their concerns over

- Waiting Lists,

- the Transfer of Services to Carlisle and beyond,
- Transport of Patients,
- Ambulance response times and their availability (particularly overnight)

**RESOLVED** – that the update from the Member representative to the Cumbria Health Scrutiny Committee be noted.

**OSC 31/14**

**Financial Monitoring**

The Interim Financial Services Manager introduced the Quarter 1 Financial Monitoring Reports 2014/15 to committee and in particular, the recommendations approved by Executive.

Members were advised that Managers continued to look for savings within their areas and that departmental budgets would be challenged in Period 6 (end of October 2014).

Members felt the documents within the agenda were too bulky and requested that a simple summary in 'plain English' be provided in future and were advised that the language used was that expected by the Auditors.

**OSC 32/14**

**Revenues & Benefits (Performance)**

Reg Bascombe, Revenues & Benefits Shared Services Manager, attended the meeting to update Members on the Revenues & Benefits performance.

During the presentation, Members were advised that the Shared Service Transformation Board meets every 4-6 weeks, with the Chief Executives from each authority. At the last Transformation Board meeting, the Senior management structure was agreed, Electronic Data Capture was signed off, proposals for tackling the benefits backlog were put forward, the Work Packages were signed off.

The success of the action plan will be measured by Customer Services having a consistent service, quality and on-line provision across 3 sites with more queries dealt with by the Front Office; consistent ICT service across 3 sites; Shared service client costs shared between the three authorities; £300k savings by 1 April 2015 and aligned performance across the Shared Service.

Members then had the opportunity to ask questions, which included performance targets; a comparison between Copeland, Carlisle and Allerdale; trends; and any future redundancies.

**RESOLVED** – that the update/presentation be received.

**OSC 33/14**

**Performance Monitoring**

The Interim Financial Services Manager introduced the Corporate Plan Performance Report – Quarter 1, 2014/15, which had previously been reported to Executive.

Members noted the progress being made against the Corporate Plan.

**RESOLVED** – that the update be received.

**OSC 34/14**

**Progress Reports/Final Reports from Task & Finish Groups and Work Programme**

Members considered their Work Programme which had been set for 2014-15.

Committee was advised that a Task and Finish Group work programme and protocol had been agreed.

The Health Task & Finish Group would be reporting back to this Committee at the February 2015 meeting.

**RESOLVED** – that progress report be noted.

**OSC 35/14**

**Learning and Development (Training)**

Members discussed a training needs with Overview and Scrutiny Members in mind and were requested to advise the Policy and Scrutiny Officer of any specific requests. Committee asked that IT for Councillor, including Social Media training, be included and were advised that plans were already being made for this to happen.

**RESOLVED** – that the update be noted.

**OSC 36/14**

**Partnerships**

Members received a verbal update from the Policy and Scrutiny Officer, which comprised of:

Delivery against Audit

- Delivery against 6 of 7 recommendations in May 14 final internal audit report on partnership arrangement. (provide verbal update of the recommendations completed from audit report R2, R3, R4, R5, R6 and R7)
- Have revised assessment form in line with audit recommendations (copy out)
- Have used this learning to draft summary feedback form for outside bodies reporting (full council in September 2014)

- The 2 September 2014 agreed actions are in process and will be completed by October 2014 ie a) operational partnership corporate list – currently held within services and b) list of verifiers for 2014 review.
- The 2 January 2015 actions are on target to be completed by the end of December 2014 ie a) use amended scorecard in 2014 annual review and b) ensure the 2014 review fills any gaps from the assessment in 2013.

#### Next annual review

- Will begin in November 2014 and complete in January 2015 with report to CLT to be discussed alongside the strategic risk register monitoring - involves members and staff attending or overseeing partnership engagement
- Annual Review outcome to Exec and Audit Committee and OSC by March 2015 to highlight any change to strategic partnership list, set out operational partnerships with significant risk monitoring required corporately and revised risk register for any new risks or downgraded risks from the review.

#### Internal Audit 2015

- Internal audit will be undertaking a follow up audit in 2015.

**RESOLVED** – that the update be noted.

#### OSC 37/14

##### **Directly Elected Mayor**

Members received a verbal update on the Directly Elected Mayor from the Democratic Services Manager and Monitoring Officer.

It was confirmed that the Directly Elected Mayor election would be held on 7 May 2015.

The Corporate Leadership Team had set up a sub group to look at the process and implementation leading up to the election. This group had met twice already and would continue to meet on a regular basis.

Work is underway to set up and hold a meeting of the Independent Remuneration Panel.

Support is being received from the Local Government Association. They and the Elected Mayor of Bedford would be visiting Copeland on Monday 13 October to meet with Councillors at a Member Briefing.

Further briefing will be arranged between then and the election.

**RESOLVED** – that the update on the Directly Elected Mayor be noted.

**OSC 38/14      West Cumbria Community Safety Partnership**

Members were advised that the Policy and Scrutiny Officer was in talks with Allerdale Borough Council to progress this item.

**RESOLVED** – that the update be noted.

**OSC 39/14      Homelessness Prevention**

Members received an update from the Homelessness Officer on the Copeland Homelessness Strategy 2013-2018: Homelessness Prevention, the report of which had previously been taken to the Strategic Housing Panel.

During the discussion that followed, Members asked about any impact the Supplementary Bedroom Tax was having in Copeland, for details of the Rent Deposit Scheme and for numbers of 16-17 year olds who were homeless.

**RESOLVED** – that the update be noted

**OSC 40/14      Youth Regeneration**

Members received an update report on Youth Regeneration & Development. They were advised that Council had worked for the last four years with partners to help engage young people into local democracy, encouraging them to participate in community decision making, highlight their priorities and support them in addressing issues that affect their future.

The current project expands on earlier work by supporting young people to engage in the growth agenda and participate in major local democratic agendas, such as the Mayoral election and the parishing of Whitehaven.

**RESOLVED** – that the update be noted.

**OSC 41/14      Executive Forward Plan**

Committee considered the Forward Plan of the Council’s Executive.

**RESOLVED** – That Executive Forward Plan be noted.

The meeting closed at 4:15pm

Chairman .....

Date .....