OVERVIEW & SCRUTINY PANEL - ACTIONS ARISING

Meeting Date	Report Title and Minute Ref.	Decision / Action	Officer / Member	Officer / Member comments and Target Date
4 August 2016	Minutes 0&S.10/16	Whilst an accurate reflection of the meeting, the Chairman did wish for his disappointment to be recorded in respect of a response given by officers at this meeting whereby there was considered to be no backlog of work in Case Management (Minute O&S.5/16 refers). This response had proven to be incorrect and the backlog of Case Management had been a key reason why the Council had taken the decision to employ some additional transitional resources at its Special Meeting on 30 June 2016 (Minute 25/16 refers). In the future, the Chairman urged officers to adopt the practice whereby, in the event of being unsure of the answer to a question, they should seek clarification outside of the meeting before then advising Members accordingly.	SLT	
4 August 2016	Urgent Business: Response to Member Concerns about Staff Morale O&S.12/16	With regard to the 'non-office based' staff, officers confirmed that a version of the staff survey was currently being developed for those employees. That the Political Structures Working Group consider at its next meeting the merits of re-establishing the Personnel Panel; and	Helen Dobby Darryl White	Scheduled on the next Working Group meeting agenda
		That an informal meeting be convened between interested Members and the Executive Directors to further consider the issue of staff morale.	Steve Jorden / Sophie Hosking	Meeting held on 14 September 2016
4 August 2016	Draft Forward Plan: Medium Term Financial	(i) With regard to the proposal to set up an Innovations Fund, Members were informed that this had been a suggestion that had come forward at	Darren Arulvasagam	

	Strategy O&S.14/16(a)	a previous Member workshop. The Panel was assured that this proposal would be subject to further detailed consideration;		
		(ii) A Member emphasised the importance of climate change and the consequent need to invest in renewable energy. The Member proceeded to request that this issue be given greater corporate emphasis when looking at future budget setting proposals;	Lisa Buckle	
		(iii) Whilst a date was still to be fixed, officers confirmed that the annual budget setting Member Workshop would take place before the end of September 2016.	Lisa Buckle / Darryl White	Half day workshop arranged for Weds, 21 September
		That the process and timetable for the annual review of the Medium Term Financial Strategy be noted;	Lisa Buckle	
		That the comments (as outlined in the contents of the minutes above) be taken into account when the Medium Term Financial Strategy is updated; and	Lisa Buckle	
		3. That the process for the Four Year Settlement funding offer from the Government be noted.	Lisa Buckle	
4 August 2016	Planning Peer Challenge Review O&S.15/16	A Member emphasised the importance of getting the new website right and urged that it be rigorously tested before it went live;	Steve Mullineaux	
		A Member requested that consideration be given to re-instigating the Development Forums for major planning applications.	Pat Whymer	
		A Member asked for her concerns at the disrespect shown to the Woolwell community during the current Joint Local Plan consultation exercise to be formally recorded. In reply, officers acknowledged these concerns and gave assurances that	Tom Jones	

		this would not happen again.		
		The Panel stressed the importance of planning training and welcomed adoption of this action.	Pat Whymer	Officer meeting taking place on 21 September 2016 to progress
		Members were informed that the findings of the Economy Working Group would be presented to the next Panel meeting on 6 October 2016	Darren Arulvasagam	Programmed accordingly
		The Panel asked that the current Development Management Committee site inspection protocol be sent to all Members.	Darryl White	Sent to all Members on 26 August 2016
		That it be noted that the Development Management Committee has accepted the Planning Peer Challenge report (as outlined at Appendix 2 of the presented agenda report);	Drew Powell	
		2. That the content of the Action Plan 2016/17 (as outlined at Appendix 3 of the presented agenda report) be noted; and	Drew Powell	
		3. That the Panel receive, on a quarterly basis, key performance data as part of the Performance Indicator report.	Drew Powell	
4 August 2016	Q1 2016/17 Performance Report O&S.16/16	The Panel requested that a further Dashboard drop-in session be convened for Members during September 2016;	Darryl White	
		That the performance levels against the target communicated in the Balanced Scorecard and the performance figures supplied in the background and the exception report be noted.	Jim Davis	
4 August 2016	Task and Finish Group Updates (a) Dartmouth Lower Ferry O&S.17/16(a)	- a meeting was due to take place with the relevant Trade Unions in mid- August 2016. Following this meeting, it was intended that the Task and Finish Group would be reconvened;	Helen Dobby	
		the Group being very productive. In expanding upon this point, the lead	Helen Dobby	

		officers were thanked for their input into the work of this Task and Finish Group.		
4 August 2016	Task and Finish Group Updates (b) Partnership – Update Report O&S.17/16(b)	- Some Members expressed their disappointment at the number of small partnership arrangements and questioned how the partnership agenda would be managed and monitored in the future;	Steve Jorden	
		 With regard to the recommendation regarding the CVS and CAB being invited to submit a business plan, Members felt that the Task and Finish Group should be reconvened to consider their submissions before they were presented to the Panel; 	Louisa Daley	T+F Group scheduled to meet on 21 September 2016
		 In respect of the current partnerships, individual Members advised that both the Devon Economic Partnership and the Totnes and Dartmouth Ring and Ride were now defunct and should therefore be removed from the latest version of the list. 	Louisa Daley	
		That the Executive RECOMMEND to Council that:	Louisa Daley	
		the Partnership Policy (as outlined at Appendix 1 of the presented agenda report) and Guidance (as outlined at Appendix 2 of the presented agenda report) be adopted;		
		2. the Partnership Register (as outlined at Appendix 3 of the presented agenda report) be adopted;		
		3. the review and recommendations of the Task and Finish Group (as outlined at Appendix 4 of the presented agenda report) be agreed;		
		4. partnerships be retained at current financial levels for 2017/18, subject to any financial modifications (as set out in Appendix 4 of the presented agenda report) and/or any changes required		

		pursuant to point 5 below.		
		5. That the Panel request those significant partners identified in paragraph 3.7 of the presented agenda report (CAB and CVS) be invited to submit a business plan be the end of September 2016 setting out:		
		 What they would spend the funding on; How it will benefit residents; Links to Council's Strategic Priorities; What value for money it would provide; and What success measures they would use 		
		with these plans being considered, in the first instance by the Partnership Task and Finish Group.		
		6. new, or updated, Partnership agreements be established for 2017/18 onwards establishing clear outcomes relating to Our Plan themes and, where appropriate, the Locality work to ensure co-ordinated delivery for communities; and		
		7. alongside this, a further financial and governance review be undertaken to identify the most appropriate delivery options aligned to financial and procurement procedures once a decision on the LACC is confirmed.		
4 August 2016	Task and Finish Group Updates (c) Waste and Recycling O&S.17/16(c)	As a consequence, the Group would, in due course, be giving its consideration to potential methods of generating efficiency savings from a five-day round.	Helen Dobby	
4 August 2016	Task and Finish Group Updates (d) Events Policy O&S.17/16(d)	The Panel noted that the consultation deadline had been extended until the end of August 2016 and the Task and Finish Group would be reconvened soon after that deadline.	Darren Arulvasagam	The Group was re-convened on 15 September 2016

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		The Group was still intending to present its findings to the Panel meeting on 3 November 2016.	Darren Arulvasagam	Work programme updated accordingly
4 August 2016	Scrutiny Proposal Form - Review of South Hams Permits O&S.19/16	That a review of South Hams Permits Task and Finish Group be established with the Group comprising of: Cllrs Baldry, Holway, Pringle and Saltern.	Cathy Aubertin	First meeting held on 21 September 2016
4 August 2016	Draft Annual Work Programme O&S.20/16	With regard to the Sherford Development Update, Members requested that a site visit take place before the scheduled Panel meeting on 6 October 2016.	Ian Sosnowski / Darryl White	Site visit took place on Friday, 16 September 2016
		It was agreed that the Locality Service update should be deferred to the meeting on 3 November 2016.	Nadine Trout / Darryl White	Update re- scheduled accordingly
		It was requested that the six-month update on Customer Services and the Development Management Service be scheduled for the Panel meeting on 24 November 2016.	Darryl White	Work programme updated accordingly.
		Updates on the Devon Homes Choice and Allocations Policy and the Homelessness Strategy were added to the work programme for the meeting on 24 November 2016.	Darryl White	Work programme updated accordingly.