

SCRUTINY CO-ORDINATION COMMITTEE

19th January, 2011

Members Present: Councillor Foster
Councillor Mrs. Johnson (Substitute for Councillor Ridley)
Councillor Lakha
Councillor Lancaster
Councillor Mrs Lucas (Chair)
Councillor Mulhall (Substitute for Councillor McNicholas)
Councillor M. Mutton
Councillor Noonan (Co-opted Member)
Councillor Ruane
Councillor Sawdon
Councillor Taylor

Other Members Present: Councillor Duggins

Employees Present: S. Brake (Community Services Directorate)
V. Castree (Chief Executive's Directorate)
L. Commane (Finance and Legal Services Directorate)
M. Coult (Chief Executive's Directorate)
C. Knight (City Services and Development Directorate)
J. McLellan (Customer and Workforce Services Directorate)
M. Morrissey (City Services and Development Directorate)
J. Parry (Chief Executive's Directorate)
C. Steele (Chief Executive's Directorate)
A. West (Chief Executive's Directorate)
C. West (Director of Finance and Legal Services)

Apologies: Councillor McNicholas
Councillor Ridley

Public Business

59. Declarations of Interest

There were no declarations of interest.

60. Minutes

The minutes of the meeting held on 8th December, 2010, were signed as a true record.

61. Consideration of Call-ins – Stage 1

There were no call-ins.

62. Transformation Programme

Further to Minute 46/10, the Committee considered a briefing note of the Assistant Chief Executive that provided an update on the progress on the Corporate Transport Review, which was part of the Transformation Programme. The purpose of the briefing note was to provide information on the current work-streams being undertaken to move forward the Corporate Transport review.

The review was following the Council's FSR methodology. Following the data gathering and analysis for the baseline, which determined the current service delivery method, its strengths and weaknesses, and exploration of alternative ways in which the service might be delivered, the following three work-streams had been identified and were being pursued:-

Integrated Transport Unit

This work-stream was reviewing how best the Council's transport fleet (excluding passenger transport) should be organised and managed, and how to develop a single transport unit to co-ordinate transport needs, and create opportunities for vehicle pooling. It was being led by Colin Knight, Assistant Director (Planning, Transportation and Highways) and Mary Morrissey, Assistant director (Street Pride and Fleet Management), and progress was being reported to the Transformation Board. The objectives of the work-stream were to implement an integrated transport unit for the whole Council and deliver ongoing savings of at least £300,000 per year. Detailed design work was now being undertaken on the organisational structure for the integrated transport unit, including the creation of service level agreements with customers, the mapping of processes, and the establishment of a centralised transport budget and a simpler recharging mechanism between transport provider and customers. In addition, collaborative working with other authorities was being explored and the early indications were promising.

Passenger Transport Services

This work-stream was reviewing the Council's passenger transport needs (the provision of home to school transport, transport for children in care and Community Services transport for vulnerable adults). The review would consider how such transport provision might be delivered in the future. It was being led by Lisa Commane, Assistant Director (Special Projects Finance) and Andrew Walster (Head of Waste and Fleet Management), and progress was being reported to the Transformation Board. Detailed analysis of current provision and costs had been undertaken, and this work supports the need for further work to explore the alternative options that might be available to the Council:

- a) the continuation of the current model of delivery (which was a mixture of in house and out sourced)
- b) retain the current model but consider how better integration of service delivery might improve efficiency (greater opportunity for vehicle utilisation by staggering journey times)
- c) considering alternative providers, for example the voluntary and community or private sectors

- d) establishing a grant aid agreement with the voluntary and community sector
- e) a hybrid option which encompasses elements of options a to d).

Initial work indicated that there were significant savings possible by moving away from the current system of provision. This view had been supported by a separate piece of work on Children's transport from Impower which came to very similar conclusions, and made suggestions about managing eligibility and demand for transport in different ways.

Grey Fleet

This work-stream was reviewing the Council's "grey fleet" expenditure. This included any travel undertaken by staff, including mileage in employee-owned vehicles and car parking arrangements. It was being led by Simon Brake, Assistant Director (Policy & Performance) in the Community Services Directorate, and progress was being reported to Corporate Management Board. A report was being prepared which would detail the current levels of expenditure and patterns of usage, as well as the basis upon which private vehicles were used, authorised and overseen, and the rationale for council issued parking permits for staff. Options that would be considered included re-examining the current structure of management authorisation and justification for travel by staff using private vehicles, mileage rates, as well as costs of and contribution towards car-parking permits issued to council staff.

The Committee also received a presentation by Jos Parry and Mike Coult which provided an update on the progress made in delivering the Council's abc Transformation Programme. The presentation included:-

- Coventry's Organisational Blueprint

Year 1

- Self Service Web content management system
- **Front Office:**
 - Customer First Programme
 - Customer Management Review
- **Street Delivery:**
 - Street Pride
 - Catering
 - Cleaning
 - Building Maintenance
 - Commercial Waste
 - Personalisation (Adult Social Care)
 - Neighbourhood Management
- **Operational Support:**
 - Admin and Business Support
 - Paper (print and post)
 - MFDs/printing
 - Transport
 - Our Space (property)
- **Central Services:**
 - Money Matters
 - I Cov
 - Policy and Performance

Year 2

- **Service Delivery**
Public Safety
Housing
Children's Day Care
School Improvement
- **Operational Support**
Management delayering

The presentation also included details of the abc contribution to MTFS and the next steps in the programme and proposals for member engagement.

Members of the Committee questioned officers on aspects of the abc programme.

RESOLVED:-

- (1) **That the report and presentation be noted and that information regarding the Integrated Transport Review be included in the quarterly Transportation Progress Report.**
- (2) **That officers be requested to ensure that reports on Passenger Transport and Grey Fleet reviews were submitted to the Committee at the most appropriate time to enable the Committee to contribute to the decision-making process.**
- (3) **That informal briefing sessions on the ABSS Review for all Members be held on the 16th February, 2011.**
- (4) **That reports on the following issues be submitted to the next meeting of the Committee:**

Review timetables
Political risk assessments

63. Report Back on Attendance at Conference – Local Government Association Annual Conference 2010

The Committee considered a report of the Chief Executive on the attendance by Councillors Lucas, Kelly, Abbott, Taylor and Foster at the Local Government Association Annual Conference 2010, which was held from 6th to 8th July, 2010.

RESOLVED that the report be noted and that the Conference report back template be amended to include a comparative table showing estimated costs/actual costs and a brief explanation where these differ.

64. Scrutiny Co-ordination Committee Work Programme 2010/2011

The Committee noted the Work Programme for the Municipal Year 2010/11, and that the Work Programme would be amended to include reports back on the Transformation Programme as detailed in Minute 62 above.

65. Outstanding Issues

There were no outstanding issues.

66. Meeting Evaluation

The Board evaluated the meeting. Comments given by members, which included that the meeting had been well structured and had provided informative discussions, would be used to ensure the efficiency and effectiveness of future meetings.