

## PROGRESS UPDATES ON PREVIOUSLY AGREED RECOMMENDATIONS

### Summary

Members are asked to consider the assessments of progress contained within the attached Progress Updates on the implementation of previously agreed recommendations. There are outstanding recommendations from the Scrutiny Review of Cycling on Pavements and EIT Reporting In Review of Procurement and Commissioning

### Detail

1. Following the Cabinet consideration of Scrutiny and EIT Reviews, agreed recommendations are then subject to a monitoring process to track their implementation.
2. Two main types of report are used. Initially this is by means of Action Plans detailing how services will be taking forward agreed recommendations. This is then followed by a Progress Report at a future agreed date. Evidence is submitted by the relevant department together with an assessment of progress against all recommendations. Should members of the Select Committee agree, those recommendations which have reached an assessment of '1' are then signed off as having been completed.
3. In order to track those recommendations which are not signed off following the first round of Progress Reports, a series of progress updates are submitted for all Select Committees on a quarterly basis.
4. The assessment of progress for each recommendation should be categorised as follows:

1 Achieved (Fully)	The evidence provided shows that the recommendation has been fully implemented within the timescale specified
2 On Track but not yet due for completion	The evidence provided shows that implementation of the recommendation is on track but the timescale specified has not expired.
3 Slipped	The evidence shows that progress on implementation has slipped.  An anticipated date by which the recommendation is expected to become achieved should be advised and the reasons for the delay.
4 Not Achieved	The evidence provided shows that the

	recommendation has not been fully achieved.  An explanation for non achievement of the recommendation would be provided
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5. As agreed previously by Executive Scrutiny Committee, link officers will not be in attendance for quarterly progress updates, but Member comments will be communicated to the services concerned by the Scrutiny Team.
6. **Appendix 1** sets out the outstanding recommendations for this Committee. Members are asked to review the update and indicate whether they agree with the assessment of progress or require further information.
7. In addition, a summary of quarter two EIT progress updates that have been, or will be, presented and agreed by Select Committees is attached at **Appendix 2**. The summary outlines key progress in implementing recommendations.

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## Progress Update – Review of Cycling on Pavements

No	Recommendation	Responsibility	Completion Date	Q1&2 Evidence of Progress Presented on 20/11/12	Q1&2 Assessment of progress (Categories 1-4)	Q3&4 Evidence of Progress Presented on 05/06/13	Q3&4 Assessment of progress (Categories 1-4)
2	Stockton Borough Council's Police Authority Representative makes representation to the Chief Constable to confirm the powers of Police Community Support Officers. Consideration should then be given to ensure that PCSOs have adequate powers to deal with cyclists who ride dangerously, carelessly, ignore traffic signs or signals, or cycle on the footway.	Head of Community Protection	30 September 2011	Awaiting subsequent appointment of replacement Chief Constable (now expected March 2013)	3 - slipped	The Chief Constable has commented that the issue will be fed into the team looking at PCSO issues. Local Authorities will be contacted to see if there are any outstanding issues or thoughts regarding PCSOs before options are brought forward.	3 - Slipped

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No	Recommendation	Responsibility	Completion Date	Q1&2 Evidence of Progress Presented on 20/11/12	Q1&2 Assessment of progress (Categories 1-4)	Q3&4 Evidence of Progress Presented on 05/06/13	Q3&4 Assessment of progress (Categories 1-4)
3	the installation of increased signage is investigated, in line with Council planning policies, to address key/problem areas in the borough in order to better inform cyclists of where cycling is prohibited.	Jonathan Kibble	June 2012	The signage for cyclists crossing the High Street from Dovecot Street to Silver Street on National Cycle Route 14 is being reviewed along with all Town Centre signing as part of the Town Centre redevelopment plans. The review and new signage is due for completion as part of the second phase of the Town Centre Works in the second half of 2013. No complaints have been received of cyclists riding on pavements in other areas around the Borough.	3 - slipped	No update due at this stage.	3 - Slipped
4	a high visibility campaign be organised by Cleveland Police and SBC to target the problem of cycling without due care and attention on pavements in Stockton Town Centre.	Head of Community Protection (to liaise with Cleveland Police)	30 September 2011	Temporary Chief Inspector Dave Toor has proposed a campaign in November 2012.	3 - slipped	No further information available.	3 - Slipped

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5	any action taken by Cleveland Police in relation to dangerous cycling on pavements be fully supported by the Council, including by the provision of CCTV evidence where appropriate.	Head of Community Protection	30 September 2011	See comments under item 4 above.	3 - slipped	Tied to point 4 above.	3 - Slipped

No.	Recommendation	Lead Responsibility	Finance Manager	Anticipated Completion Date/ Completion Date	Quarter 3&4 Evidence of progress Presented to Committee on 05/06/13 (Please state current position on recommendation or alternative action taken)	Q3&4 Savings/Costs to Date (please state whether actual or estimated)	Q3&4 Assessment of progress (Categories 1-4)
1	Centralised approach to Category Management in Procurement is adopted.	<p><b>Martin Skipsey</b> (Corporate Categories)</p> <p><b>Ian Miles/ Martin Skipsey</b> (Corporate Categories – ICT &amp; Telecoms)</p> <p><b>Russell Smith</b> (Service Categories - Facilities Management, Building Construction)</p> <p><b>Russell Smith &amp; Mike Chicken</b> (Service Categories – Facilities Management, Street Lighting)</p>	Paul Bale	Yr 2 – March 2012	<p>Corporate Categories – reviews completed for Mail Services, Office Furniture, Cash Collection, Clothing, Uniforms, Stationery, Consultancy &amp; Specialist Contractors, Print &amp; Advertising.</p> <p>Corporate Categories - Telecoms (Fixed &amp; Mobile), Reprographic Equipment</p> <p>Service Categories – reviews completed for Catering Services, Building Construction, Building Repair &amp; Maintenance, Civil Engineering &amp; Major Road Schemes, Removals, Room Hire &amp; Document Archiving and Road Maintenance.</p> <p>Service Categories – review commenced for Building Alarms &amp; Security Services and Street Lighting.</p>	<p>Actual so far £158,525</p> <p>Actual so far £182,216</p> <p>Actual so far £22,173</p> <p><b>Total Actual so far</b> £362,924</p>	2 – On Track

Progress Update – EIT Review of Procurement & Commissioning

<b>Predicted savings of Review</b>	£250k for 2011/12 £500k for 2012/13	Cumulative Actual Savings of Review to Date (including all recommendations)  Cumulative Actual Savings retained in services	£539,538  £879,154
<b>Human Resources Implications</b>			

### Summary of 2012/13 Q3&4 Review Updates

#### Arts Leisure & Culture Select Committee

Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
Sport, Leisure & Recreation	10	2	This review work has been rescheduled to align with the MTFP corporate review of budgets. Work with TAL to assess potential further savings is underway but not now scheduled to conclude its assessment of service reduction options and achieve additional savings until 2014.	No further HR implications reported	£616k	£416k
Highways, Lighting & Network Management	9	2	<p>Framework for microsurfacing treatments in place. Ongoing dialogue with all North East LAs about principles of developing a North East Highways Alliance to improve procurement and common activities.</p> <p>Currently working on business case (early stages) based on roll out of LEDs, which will realise energy savings. Some of this saving could be utilised to part fund replacement of obsolete column stock.</p>	No further HR implications reported	£200k	£200k
Registration & Bereavement	8	0	<p>Feedback from stakeholders and on-going monitoring has concluded that the opening of the service all-day Saturday, coupled with the established out-of-hours arrangement, negates the real need for an on-line booking facility for funeral directors.</p> <p>Customer toilets [DDA compliant, with baby changing facilities] and extension to reception area completed 2<sup>nd</sup> November 2012.</p>	Previous update noted: Rota system for Saturday cover adopted by staff with flexible lieu day taken during the week.	£33k + £13k non cashable saving	All actions implemented achieved the £33,000 cashable and £13,000 non cashable savings
River Based Leisure	16	1	Infinity Marine & Leisure are undertaken a final fit out of two water taxi's now on their premises at Castlegate Quay. The business owner	Not applicable due to not being an EIT review		



Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
			<p>intends to operate a taxi service between Stockton, Preston Park and Yarm as a private business venture.</p> <p>As a separate exercise work is ongoing on a feasibility study led by River User Group members to review identified river access points along the navigable stretch of the Tees upstream of the Tees Barrage.</p> <p>Following the official opening of the new course, TAL and SBC will continue to investigate opportunities to utilise the facility and host major events at the White Water Course</p>			
Marketing of Stockton Visitor Offer	8	8	Action Plan to be presented	Not applicable due to not being an EIT review		

## Children &amp; Young People Select Committee

Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
Quality & Sufficiency of Childcare	6	6	Action Plan to be presented	Not applicable due to not being an EIT review		

## Corporate &amp; Social Inclusion Select Committee

Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
Task and Finish Review of Customer Services & Taxation	9	0	<p>A review of Customer Services ICT support arrangements and career grade structure went out for staff/union consultation in December 2012.</p> <p>The above review, together with a reduction in the pool cashiers budget resulted in annual savings estimated at £34,500, over and above the target for this review. These additional savings will take effect from 2013/2014.</p>	<p>An organisation restructure that was recommended as part of the review and was implemented in 2011 resulted in a reduction of 4.5 FTE posts (1.5 voluntary redundancy, 0.5 reduction in hours, 2.5 deletion of vacant posts)</p> <p>The review described above resulted in 23 staff (16FTE) slotting into the new career grade structure on salary protection.</p>	£157k per annum	£191,500
EIT Review of Commissioned Carers	8	6	<p>Revised joint Council and CCG carers' and young carers' strategy has been refreshed.</p> <p>Independent Living Services Commissioning plan is in place and monitored by a steering group.</p> <p>Meetings have been held with Catalyst CEO and the Synergy CVS Board representatives in relation to opportunities for carers' and young carers' services provision.</p> <p>NHS funding has been secured for carers' services until 30.9.16</p> <p>Domestic abuse strategic group terms of reference reviewed and a commissioning sub-group is in place.</p>	Not applicable	£412k per annum raising to £472 per annum in 2014/15	£344,000 actual (NB* Only £300k shown as EIT review saving as this was the target set for 12/13; the remainder is a CESC saving)

Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
			<p>Clients currently receiving Telecare services are being assessed for eligibility through the Fair Access to Care Services criteria or Reablement criteria. These assessments are expected to be completed in May 2013.</p>			
Older People's Strategy	31	2	<p>The Loneliness project survey has been completed and an event to launch this has been arranged for 13.5.13</p> <p>Public Health money has been secured to fund the installation of two suites of outdoor exercise equipment. Funding has been allocated to installation of equipment at John Whitehead Park during early summer 2013. This project will be monitored and evaluated to help partners to make a decision on the location and design of a possible second suite of outdoor exercise equipment, which could follow in 2014.</p>	Not applicable due to not being an EIT review		
Outside Bodies 2	6	1	<p>Letter sent to the LGA in March 2013 continuing to give a 12 month rolling notice. This provides notice to quit from March 2014 if required.</p> <p>All memberships to outside bodies including a broader list of memberships and subscriptions have been reviewed by the Corporate Director in each service area. As a result many subscriptions have been and will be cancelled as dates for renewal come round.</p> <p>A reduction in ANEC subscription charges for 2013/14 has been received. In addition ANEC have produced an approved annual Corporate Plan that sets out their work</p>	Not applicable due to not being an EIT review		

Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
			programme for the forthcoming 12 months.  A link on the council's intranet is available for uploading of information for sharing resources following attendance at course or conferences.			
Energy Supply	6	6	Action Plan presented	Not applicable due to not being an EIT review		

## Environment Select Committee

Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
EIT Review of Built and Natural Environment	14	3	Introduction of charges at Yarm Rail Halt has been delayed pending outcome of the planning application for housing at South Yarm which may lead to physical modifications to the car park.  Introduction of charges in Yarm Town Centre has been delayed due to judicial processes and is unlikely to be implemented before the autumn. Net 2013/14 revenue is likely to be Nil when taking into account start-up costs and possible discount incentives. Any future surpluses can be considered for CCTV or bus subsidy.	None reported	£378k	£64,000
EIT Review of CFYA	4	4	Markets staffing review complete.  Refuse and recycling rounds are now re-configured and changes will be implemented with effect 1 <sup>st</sup> April 2013.	A number of vacant posts have been identified and will be deleted from staffing structures with effect 1 <sup>st</sup>	£830,000	<b>£230,000</b>

Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
			Feasibility studies regarding acquiring land or existing Council-owned land suitable to house the entire service at one depot are currently being carried out to determine whether any suitable locations are available. In the meantime, Direct Services staff based at Stirling House will be relocated to Cowpen Depot during 2013.	April 2013.		
Carbon Management	20	1	Pilot to assess the suitability of e-readers for committee purposes complete, report to CMT in April and MAP in May to review the outcome.	Not applicable due to not being an EIT review		
Affordable Warmth	10	10	Action Plan presented	Not applicable due to not being an EIT review		
Community Safety & Security Services	3	3	Action Plan to be presented	Not applicable due to not being an EIT review		

## Adult Services &amp; Health Select Committee

Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
EIT Learning Disability	19	19	Action Plan to be presented			
Task & Finish Review of Adult Service Structure	4	1	<p>Previous Update noted:</p> <p>All posts appointed to and all staff now in correct locations.</p> <p>Until EIT Review LD/MH review is completed, the review of LD/MH Care Management arrangements cannot be undertaken.</p>	Previous update noted: All posts appointed to	£440,000 Full year	<p>Previous Update Noted:</p> <p>Full savings £439k will be achieved 2012/13.</p>
Audiology	7	1	Previous update noted: Work around community developments in Stockton and	Not applicable due to not being an EIT review		

Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
EIT Learning Disability	19	19	Action Plan to be presented			
			Billingham continues. No further progress to report.			

## Housing &amp; Community Safety Select Committee

Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
EIT Gateway review of Housing Benefits	5	0	Cabinet considered a report on 29 <sup>th</sup> November 2012 relating to local Council Tax Support which detailed the results of public consultation and a proposed scheme framework was approved. The final Local Council Tax Support Scheme was approved by Council on 23 January 2013.	The new staffing structure was implemented on 1 April 2012. There was one voluntary redundancy.	£180,000  Possible £100,000 income	£180,000  £76,732 actual additional income Q4/12.  (New team and procedures had first to be established in Q1&2 before full benefits of new approach could be realised)

## Regeneration &amp; Transport Select Committee

Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
Events, Arts & Tourism	4	2	<p>Events/festival strategy is now in final draft format subject to Event Board comments and should be ready for publication by September 2013.</p> <p>The approach to seeking business sponsorship was agreed at Events Board on 2 May 2013.</p>	Not applicable	£97,800 Updated prediction £119,800 (total saving in year 5 following ARC stepped reduction)	£91,300
Regeneration & Economic Development	12	2	<p>The Local Economic Assessment (LEA) is well underway. Work has been re-prioritised within the '13-'14 Service Delivery Plan to ensure strategic leadership. The Service has strengthened close working with TVU and various Tees Valley initiatives e.g. City Deal.</p> <p>The Visitor Information Centre (VIC) now operates from the Rediscover Stockton shop on Stockton High Street. Discussions are taking place with Customer Contact Centre management to consider if a visitor information function could feature in the Thornaby centre now and the Billingham centre ready for when it opens in 2014.</p> <p>Detailed evaluation of the operational functions of the Stockton Business Centre completed and a number of operational functions are now being delivered by other Council services.</p> <p>Discussions on transferring the management of the business centre to Land &amp; Property are continuing.</p>	The restructure of the service has been completed within the agreed timescales following consultation with staff and trade unions.	£210,000	£210,000

## Appendix 2

Review	No of Recs	No of Recs now in Progress	Q2 Summary of Progress	HR Implications	Savings Predicted in Final Report	Savings/Cost to Date
			A new business loan fund to support start up and existing micro businesses is now in place.			
EIT Task & Finish Highways	6	1	Currently considering trialling alternative re-surfacing materials which are lower cost options. Further roll-out to be undertaken 2013-14 which will include financial modelling to look at optimum investment opportunities.		£500k	£500k
Empty/Abandoned Properties	5	5	Action Plan to be presented	Not applicable due to not being an EIT review		