

# Public Document Pack



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## OVERVIEW AND SCRUTINY MANAGEMENT BOARD

### **AGENDA SUPPLEMENT PACK 1**

**DATE: WEDNESDAY 31 MARCH 2010**  
**TIME: 2.00 PM**  
**PLACE: COUNCIL HOUSE (NEXT TO THE CIVIC CENTRE)**

**Committee Members –**

Councillor James, Chair  
Councillor Mrs Watkins, Vice Chair  
Councillors Coker, Fox, Purnell, Roberts, Thompson, Viney and Wildy

**Co-opted Representative –**

Mr D Fletcher (Chamber of Commerce)

**Substitutes–:**

Named substitutes from the Panels may act as a substitute member provided that they do not have a personal and prejudicial interest in the matter under review.

***Members are invited to attend the above meeting to consider the items of business overleaf.***

***Members and Officers are requested to sign the attendance list at the meeting.***

BARRY KEEL  
CHIEF EXECUTIVE

## **OVERVIEW AND SCRUTINY MANAGEMENT BOARD**

### **10. COUNCILLOR CALL FOR ACTION TOOLKIT (Pages 1 - 10)**

The Assistant Director for Democracy and Governance will submit the draft Councillor Call for Action Toolkit for consideration.

### **12. QUARTERLY REPORTS:**

- 12a To receive quarterly reports from each Panel (Pages 11 - 16)
- Growth & Prosperity OSP

### **13. RECOMMENDATIONS FROM PANELS:**

- 13a To receive and consider recommendations from Panels for O & S Management Board, Cabinet or Council (Pages 17 - 20)
- Growth & Prosperity OSP, meetings of 19.2.10 and 22.3.10, minutes 55 and 65 (draft)

### **14. WORK PROGRAMMES:**

- 14a To consider and approve work programmes for O & S Management Board and each of the Panels, and consider draft work programmes for 2010/11 (Pages 21 - 24)
- Growth & Prosperity OSP 2009/10 and draft 2010/11

**CITY OF PLYMOUTH**

<b>Subject</b>	Councillor Call for Action
<b>Committee</b>	Overview and Scrutiny Management Board
<b>Date</b>	31 March 2010
<b>Cabinet Member</b>	Not applicable - this is a scrutiny function
<b>CMT Member</b>	Adam Broome
<b>Author</b>	Judith Shore, Democratic and Member Support Manager
<b>Contact</b>	Tel: (01752 (304494) e-mail: judith.shore@plymouth.gov.uk
<b>Part</b>	I

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**Executive Summary**

This report considers the process and guidance to be put in place to enable the Overview and Scrutiny Management Board to respond appropriately to a 'Councillor Call for Action'.

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**Corporate Plan 2010-2013**

The adoption of the Councillor Call to Action will assist in the delivery of CIP 1 (Improving customer service) and CIP 2 (informing and involving residents)

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**Implications for Medium Term Financial Plan and Resource Implications:  
Including finance, human, IT and land**

None arising directly from this report. However, the volume of requests for use of the CCfA and number of committee meetings to consider such requests will need to be carefully monitored as far as resource requirements are concerned.

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**Other Implications: e.g. Section 17 Community Safety, Health and Safety, Risk Management, Equalities Impact Assessment, etc.**

None arising from this report.

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**Recommendations & Reasons for recommended action**

Recommend to council that the Guide to the Councillor Call for Action is approved and included in the council's constitution

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**Alternative options considered and reasons for recommended action**

None. This is a legislative requirement.

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**Background papers**

Local Government and Public Involvement in Health Act 2007 – section 119. Improvement and Development Agency – Councillor Call for Action best practice guidance

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## 1. **Introduction**

The purpose of the 'Guide to Councillor Call for Action' (CCfA) attached to this report is to allow members to consider a procedure to implement the provisions of the Local Government and Public Involvement in Health Act 2007 in relation to a CCfA.

## 2. **Background**

The best practice guidance issued by the Improvement and Development Agency (IDeA) describes the CCfA as providing members with the opportunity to ask for discussions where local problems have arisen and where other methods of resolution have been exhausted. The CCfA is meant to be a route of 'last resort'.

## 3. **Role of the Management Board**

The Management Board will look at steps already taken to resolve the concern and whether the member's desired outcomes are reasonable. The Board may also try to bring together all parties and make recommendations towards a resolution rather than acting as a decision making body.

It is hoped that there will be relatively few occasions when members find it necessary to activate the CCfA which is meant to be for intractable issues where other attempts at problem solving have not been successful.

## 4. **Consultation with city councillors**

The 'Guide to Councillor Call for Action' was circulated to all councillors for comment on 5 February. Six councillors responded. Four councillors thought the Guide was appropriate and two made comments as follows:

### 4.1 **Comment**

The document is too long and is unlikely to be attractive to those who are encouraged to seek an alternative to the normal processes which have clearly failed in some way.

#### *Response*

The Guide has been designed to be as clear as possible, is written in plain English and must explain all the relevant parts of the legislation.

### 4.2 **Comment**

A councillor calling for action should only need to alert the chair of the Scrutiny Management Board either by forwarding a report or by letter or email stating the nature of the problem and what unsuccessful attempts had been tried.

#### *Response*

The form has been amended to give members the option to attach an email or a letter to it, rather than completing all the sections. Members need to know what information is required by the Management Board in order for it to be able to properly consider the issue.

#### 4.3 Comment

The form might then be used as a “check list” supported by officers as a means of ascertaining the validity of the CCfA and whether to take it forward, call for more information or turn it down.

##### *Response*

If the information contained in the CCfA is incomplete (see section 5.2 of the attached Guide) the chair will consult the member making the CCfA and ask for clarification.

#### 4.4 Comment

The CCfA should primarily relate to groups/organisations and not individuals unless the situation for an individual is common to lots of individuals, e.g. obstruction of roadway.

##### *Response*

The legislation allows a councillor to refer a matter of local concern and act on behalf of the community to resolve an issue even if no resident has asked him or her to consider it.

#### 4.5 Comment

I wonder if it would be a good idea to have some 'concrete made up examples' and a diagram for CCfA which is appropriate and one which is inappropriate. This provides a quick reference.

##### *Response*

The following link is to the CCfA best practice guidance on the IDeA website and includes example scenarios. <http://www.idea.gov.uk/idk/aio/9410414>

#### 4.6 Comment

I would like to see a form that the chair of Management Board completes when considering a CCfA so that his/her decision making is transparent

##### *Response*

The Democratic and Member Support Manager and the chair will draft an appropriate template, based on the reasons outlined in 5.2 of the Guide.

### **5 Amendment to the council's constitution**

If the Management Board recommends that council (at its next meeting on 26 April) approves the Guide to the CCfA, the constitution will be amended accordingly.

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## **Plymouth City Council**

### **Guide to Councillor Call for Action**

#### **1 Introduction**

The Local Government and Public Involvement in Health Act 2007 introduced the Councillor Call for Action (CCfA) from 1 April 2009. This guide sets out how Plymouth city councillors can use this power.

#### **2 What is a Councillor Call for Action?**

- 2.1 In their day-to-day role, councillors identify concerns in their communities and try to resolve them by talking to the council and other service providers. If they can't resolve a particular issue they can make a 'Councillor Call for Action' which asks for the matter to be referred the Overview and Scrutiny Management Board for further investigation.
- 2.2 Any councillor can refer an issue to the Management Board. Issues must relate to the city council's functions, affect all or part of the councillor's ward or any person who lives or works in the ward and can include matters that the council and its partners are delivering through the Local Area Agreement.
- 2.3 The Police and Justice Act 2006 makes provision for a CCfA for crime and disorder and community safety issues. In practice, referrals made relating to these issues should be dealt with in the same way as other CCfAs.

#### **3 How does it work?**

- 3.1 The councillor attempts to resolve the issue at a local level in the usual way e.g. raising it as casework with the appropriate officer and/or portfolio holder, through the formal complaints procedure of the council, with the relevant partner organisation, questions to council/committee, a motion on notice to the city council and so on.
- 3.2 If these approaches don't resolve the matter or if it is a persistent matter, the councillor can refer the issue to the Democratic and Member Support Manager (by using the form at Appendix A) who will discuss it with the chair of the Management Board.
- 3.3 It should be noted that the CCfA is intended to be a measure of last resort and may not be considered until all other avenues have been tried.

#### **4 Criteria for considering requests for a CCfA**

##### **4.1 Background information**

Has enough information been provided to enable a view to be taken as to:

- which service/functions of the city council or partner organisation are most relevant to the CCfA?
- whether the request relates to the councillor's ward or to a person who lives or works in the ward?
- what steps have already been taken to try and resolve the issue?

#### 4.2 **Outcome**

Has the councillor clearly stated the desired outcome?

#### 4.3 **Use of existing procedures**

Have the city council's procedures (or partners' procedures) for resolution of issues been used without success? Councillors will need to demonstrate that they have taken reasonable steps to resolve the matter. (See Appendix B)

#### 4.4 **History**

- Has the same issue been the subject of a previous CCfA?
- Is the length of time that has elapsed between the date of the last action by the councilor to try to solve the problem and the request for the CCfA such that the CCfA can no longer be regarded as a timely and suitable method of resolution – a time bar of 6 months is suggested.

#### 4.5 **Vexatious**

Is the matter vexatious/not reasonable? (Likely to cause distress/disruption or irritation without any proper or justified cause?)

#### 4.6 **Discrimination**

Is the subject matter discriminatory? (Discriminates against another in relation to their race/religion/faitth/belief/sexual orientation/gender/disability)

### 5 **Referral to scrutiny**

- 5.1 The chair of the Management Board will consider the request and inform the councillor whether they accept the request. In the event of disagreement between the councillor and the chair, the matter will be referred to the Assistant Director of Democracy and Governance.
- 5.2 Reasons the chair of the Management Board may not agree to take the CCfA forward to the Management Board could include:



- Not enough information has been provided
- More could be done to resolve the issue at local level
- The matter has recently been examined by scrutiny
- The matter is the subject of an ombudsman complaint or other official complaints procedure
- The matter is excluded by legislation. For example, planning and licensing applications/appeals
- The CCfA is vexatious or discriminatory

5.3 The Democratic and Member Support Manager will notify the councillor, within 14 days of the request being made, of the outcome of the initial consideration of the CCfA request.

5.4 The councillor may reply to the chair with further information to support the CCfA.

5.5 If the CCfA is accepted, the Management Board will include the CCfA on the agenda at the first available business meeting following the initial consideration of the request.

## 6 **Role of the Overview and Scrutiny Management Board**

6.1 The Management Board will hear from relevant witnesses, including the councillor submitting the CCfA, and reach a conclusion as follows:

- Write a report setting out their findings and recommendations to Cabinet/a partner organisation as appropriate
- Decide that the CCfA matter is complex that needs further investigation and refer the matter to another body for more detailed scrutiny (refer it to the appropriate scrutiny panel or set up a task and finish group)
- Decide not to take any action

6.2 The outcome of the meeting will be published and details sent to the councillor who submitted the CCfA, relevant Cabinet members and partners (subject to the rules on confidential and exempt information).

6.3 The councillor who submitted the CCfA will advise the individual(s) who made the initial representations of the outcome of the CCfA.

6.4 Where Cabinet members and partners are asked to take action to resolve a particular issue they will be asked to make a formal response to a future meeting of the Management Board within 28 days, complying with the new requirement, the Duty to Respond.

**Appendix A**

Request for the Overview and Scrutiny Management Board to consider a Councillor Call for Action

Councillor:			
Ward:			
Summary of issue and why it should be raised with the Management Board ( <i>You may wish to attach a letter or an email instead of completing this box</i> )			
CCfA should only be considered as a 'last resort' when you have made all reasonable efforts to resolve the problem. Have you had discussions with any of the following?			
		Date	Contact name/Tel no.
Cabinet Member	Yes/No		
Director/Chief Executive	Yes/No		
Assistant Director	Yes/No		
Other Council officer	Yes/No		
Other ward member	Yes/No		
Partner organisation representative (eg: NHS, police)	Yes/No		
Please give details of the outcome of the discussions you have had (continue on an additional sheet if necessary) <i>or include this information in a letter/email attached to this form.</i>			

What outcome do you hope to achieve from your CCfA?

Certain statutory exclusions apply to the CCfA process. Please answer the following questions:

Does it relate to a complaint made by an individual or organisation? Yes/No

Does it relate to a planning, licensing, Council Tax/Benefit application or appeal? Yes/No

Does it relate to an issue currently under dispute in a court of law? Yes/No

Signed:.....Date:.....

Please complete and return this form to Judith Shore, Democratic and Member Support  
Manager, Plymouth City Council, Council House, Plymouth PL1 2AA  
or email it to: [judith.shore@plymouth.gov.uk](mailto:judith.shore@plymouth.gov.uk)

## Appendix B

### **Examples of the steps which a councillor could be expected to have taken before submitting a Councillor Call for Action to overview and scrutiny**

- 1) **Resident or stakeholder raises matter with the councillor** at a surgery or other meeting point. The councillor emails or speaks to the appropriate officer and/or portfolio holder and reports back on the action taken. When a reply is received, the councillor advises the resident whether the matter has been resolved or not, and the next steps. If the matter remains unresolved and has wider significance for a community or area, the councillor will refer the matter to the chair of the Overview and Scrutiny Management Board and the Democratic and Member Support Manager.
- 2) **The relevant complaints procedures have been complied with**  
If the issue appears to be that a standard service has not been provided, or not provided to a sufficient standard, the councillor should check that the relevant complaints procedure has been used and that the service provider has responded to the complaint.
- 3) **The appropriate officer has been approached**  
The issue may be that local people feel that the standard service is not the right one for local conditions and therefore the matter may be a question of making some slight adjustments at management's discretion. The councillor would therefore be expected to have discussed the matter with the appropriate senior manager in an attempt to secure the change. This process could apply across the range of partner agencies.
- 4) **Relevant partnerships or local groups have been approached**  
It is more likely that matters which merit a Councillor Call for Action are more complicated than the examples above. One likely possibility is that the matter requires attention from a number of agencies acting in partnership. The councillor should in such cases demonstrate that local partnership bodies have had an opportunity to respond. For example, it may be appropriate for a councillor to raise an issue at a PACT meeting that covers their local area.
- 5) **The relevant Cabinet members have been approached**  
The councillor may come to the view that a pattern of conditions in the local area can only be addressed through a substantial policy change. In that case, the Management Board will expect to see that the councillor has approached the relevant Cabinet members and at least given them a reasonable opportunity to respond.

**CITY OF PLYMOUTH**

**Subject:** Growth & Prosperity Overview and Scrutiny Panel Quarterly Report  
**Committee:** Growth & Prosperity Overview and Scrutiny Panel  
**Date:** 22 March 2010  
**CMT Member:** Director for Development & Regeneration  
**Author:** Gill Peele (Growth & Prosperity Overview and Scrutiny Panel Lead Officer)  
**Contact:** Email: [gill.peele@plymouth.gov.uk](mailto:gill.peele@plymouth.gov.uk)  
Tel no: 01752 304226  
**Ref:** GP-OSP2nd report  
**Part:** Part I

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**Executive Summary:**

This report sets out a review of the Growth & Prosperity Overview and Scrutiny Panel for the period Oct 2009 to February 2010

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**Corporate Plan 2010-2013:**

The Growth & Prosperity Overview and Scrutiny Panel provides strategic scrutiny of the following Corporate Improvement Priorities and key areas:

- CIP5 - Providing better and more affordable housing
  - CIP11 - Improving access to the city
  - CIP12 - Delivering Sustainable Growth
  - The strategic and operational activities of the Department for Development & Regeneration
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**Implications for Medium Term Financial Plan and Resource Implications:  
Including finance, human, IT and land**

None

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**Other Implications: e.g. Section 17 Community Safety, Health and Safety, Risk Management, Equalities Impact Assessment, etc.**

None

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**Recommendations & Reasons for recommended action:**

That the report is noted

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**Alternative options considered and reasons for recommended action:**

N/A

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**Background papers:**

Growth & Prosperity Overview and Scrutiny minutes and forward plan

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**Sign off:** N/A

## Growth & Prosperity Overview and Scrutiny Panel Quarterly Report

### 1. Introduction

- 1.1 This report sets out a review of the Growth & Prosperity Overview and Scrutiny Panel work programme for the period October 2009 to February 2010, incorporating the meetings 26 October 2009, 7 December 2009 and 19 February 2010 respectively. During this period the Monitoring of Plymouth CityBus Limited Shareholding Project (1 October 2009, 29 October 2009) and Skateboarding By-Law (28 October 2009, 3 December 2009 and 4 February 2010) Task and Finish Groups took place with membership from the Growth and Prosperity Overview and Scrutiny Panel.

### 2. Scope of the Overview and Scrutiny Panel

- 2.1 The Growth & Prosperity Overview and Scrutiny Panel is primarily concerned with the strategic scrutiny of the following Corporate Improvement Priorities and key areas:
- CIP5 - Providing better and more affordable housing
  - CIP11 - Improving access to the city
  - CIP12 - Delivering Sustainable Growth
  - The strategic and operational activities of the Department for Development & Regeneration
- 2.2 The detailed terms of reference for the panel are contained in Appendix 1.
- 2.3 The panel consists of the following members and officers

Title	Name	Attendances (3 meetings)	Substitutes (3 meetings)	Task and Finish Group Attendance (5 meetings)
Councillor (Chair)	D.Viney	3	0	Not Required
Councillor (Vice Chair)	M.Coker	3	0	5 out of 5 - CityBus and Skateboarding By Law
Councillor	R.Ball	2	1 Councillor Berrow	5 out of 5 – CityBus and Skateboarding By Law
Councillor	M.King	0	1 Councillor Kerswell	Not Required
Councillor	Martin Leaves	1	1 Councillor Thompson	3 out of 3 – Skateboarding By Law
Councillor	D.Reynolds	1	0	Not Required
Councillor	B. Roberts	3	0	2 out of 2 - CityBus
Councillor	J.Nelder	1	2 Councillor Wildy	Not Required
Councillor	G.Wheeler	2		2 out of 2 - CityBus
Lead Officer	G.Peele	3	0	3 out of 3 - Skate- boarding Bye Law
Democratic Support	H.Rickman	3	0	5

- 2.4 The Panel, through effective strategic and operational scrutiny, supports the following cabinet members and CMT officers

Title	Name
Cabinet Member (Planning, Strategic Housing & Economic Development)	Ted Fry
Cabinet Member (Transport)	Kevin Wiggins
Director for Development & Regeneration	Anthony Payne

- 2.5 The panel has a budget of £2,000 to support the scrutiny work

### 3. Key achievements during this period

- 3.1 The panel met on three occasions during the period of this report. Meetings have been well structured, managed efficiently and well attended by both panel members and cabinet members. Due to the primarily strategic nature of the terms of reference for the Growth & Prosperity Overview and Scrutiny Panel, it has been important to try to achieve a work programme that has added value in the short term as well as balance the work programme with more attainable longer term benefits. A positive contribution has been made to support an effective strategic and operational overview; in particular the following achievements have already been made:

- The panel continued to review the Worklessness agenda by scrutinising the contribution and role of Plymouth City Council as an employer. Presentations were received from Assistant Director, Economic Development, Shekinah Mission, Strategic Housing, Social Inclusion Unit and Human Resources. The panel agreed to recommend that the new Economic Development Service take on the leadership and ownership of the Worklessness agenda on behalf of the council, and to provide a greater leadership role with partners. This will ensure that the council's role is clearly understood and that the skills development agenda within the city is aligned with the economic drivers and key sectors. It was also recommended that corporate leadership within the council be provided by the Economic Development Service to bring many strands of this agenda together across the council, and for the council, as an employer, to play a greater leadership role in creating opportunities for employment/ work experience for disengaged groups.
- The panel completed a review of the skateboarding by law adjacent to the Civic Centre. The Task and Finish Group received substantial feedback from young people, members of the public, ward councillors, police, youth parliament and many interested parties, with many of these attending the panel in person. The Task & Finish Group handled this tricky subject with sensitivity and depth, and reached final agreement for four recommendations, which the Overview and Scrutiny Management Board OSP have subsequently approved. These were, in the short term, to retain the existing by law with more appropriate signage, and that a suitable alternative site be sought for urban skateboarding. In the longer term, the panel recommended that future public realm designs take into account either the encouragement or deterrent of skateboarding and that a further review be undertaken in the future by the Lead member for this neighbourhood under the Councils Localities working arrangements. The Task & Finish group members have been congratulated by the Management Board for an excellent piece of scrutiny. The scrutiny report will now be submitted to Cabinet.
- The panel has scrutinised CIP 11 (Improving access across the city) where some slippage was highlighted in the bi monthly Finance and Performance Report. A further progress report will be received at the panels March meeting.

- The panel considered the right of the Council to exercise a veto on the proposed renewed Business Improvement District, and made a recommendation that, due to the overwhelming results achieved by the ballot, that the veto right should NOT be exercised
- The panel is also managing and resolving it's tracking resolutions promptly. A Task and Finish group assembled during the previous year has continued to meet to complete the health & safety review of the Hoe Foreshore. The majority of the risks originally highlighted by the Audit Committee have been rectified, including the dismantling of the diving board, with an expectation that all of the remaining areas completed by the end of February.
- The panel received a presentation on the Carbon Reduction Commitment Scheme and an understanding on how the Councils baseline carbon footprint has been calculated. The panel expressed some concern over the clarity of leadership and ownership of this agenda within the Council. It was resolved that a further progress report be presented to scrutiny in March 2010 (*but this was subsequently agreed to be referred to the Support Services OSP*)
- The panel expressed concern about the absence of information regarding the Eastern Corridor Scheme. With the support by the Chair, the panel has been successful in securing regular feedback from the Major Scheme Project Manager and the Portfolio holder, which has not contravened confidentiality issues.
- At the February meeting the panel scrutinised the Local Development Framework 2009 Annual Monitoring Report. The panel noted that the majority of targets were being met, but that officers be instructed to take appropriate action to address the Lifetime Homes and Renewable Energy targets with a further response requested regarding the provision of community infrastructure in areas of the city where additional housing development is planned, and the status of Devonport Primary School
- The panel received a briefing regarding the role of the Strategic Housing Service and how the future scrutiny work programme may wish to engage. The panel agreed that they would be recommending that the Growth & Prosperity Overview and Scrutiny Panel take on responsibility for the whole breadth of Strategic Housing Services, and explore and review key areas eg Devon choice letting, Homelessness and Housing advice, and also scrutinise the peer review of private rentals. It will be recommended to the Management Board that this panel also host the twice yearly review of the Plymouth Community Homes transfer promises.
- The Chair / Vice Chair have met with senior officers within the Department for Development & Regeneration during the year which has helped to achieve an effective work programme.

#### **4. On the Horizon**

- 4.1 The work programme continues to focus on helping to develop policy where the Council can tackle impacts of the recession, maintaining an oversight of progress on long term growth targets/projects, The panel have acknowledged the new emerging priorities of the Development, with new senior management appointments, and have rescheduled their programme to receive a presentation from Anthony Payne, Director on the key challenges and delivery plan for the growth and regeneration agenda at its next meeting. This will consider the proposals for the regional, sub regional and



citywide governance arrangements and provide a framework for the future Growth & Prosperity Overview and Scrutiny work programming.

**5. Recommendation**

- 5.1 That the progress of the Growth & Prosperity Overview and Scrutiny panel is noted by the Overview and Scrutiny Management Board

Gill Peele

Lead Officer Growth & Prosperity Overview and Scrutiny Panel

### **Terms of Reference**

#### Terms of Reference

- To review new and existing policies and consider how they may be improved and developed;
- To monitor the budget and performance of the Cabinet Member, Department and partners to ensure that the priorities for the area are being delivered upon;
- To monitor performance against the relevant Corporate Improvement Priorities;
- To review Policies within the Budget and Policy Framework;
- To consider Equality Impact Assessments against new and existing policies;
- To investigate local issues to find out how the council and its partners can improve to meet the needs of local people;
- To make recommendations about service delivery to the Cabinet (via the Board)
- To review and scrutinise the performance of partner organisations
- To set up Ad-Hoc Working Groups as and when required;
- To produce quarterly progress reports to go to the management board

#### Cabinet Members

- Transport
- Safer and Stronger Communities (until Housing Stock Transfer)
- Planning, Strategic Housing and Economic Development
- Street Scene, Waste and Sustainability

#### Directorate

- Development and Regeneration
- Community Services (until Housing Stock Transfer)
  
- Planning
- Transport
- Strategic Housing
- Economic Development
- Sustainability and Climate Change

#### Corporate Improvement Priorities (CIPs)

- Better Homes (CIP 5)
- Waste and Recycling (CIP 10) (This is first part only, i.e long term waste disposal solution)
- Transport (CIP 11)
- Sustainable Growth (CIP 12)

#### LSP Link

- Wealthy Theme Group

**Growth & Prosperity Overview and Scrutiny Panel minutes****55. WORK PROGRAMME**

The Business Manager for Development and Regeneration informed the Panel that the Carbon Reduction Commitment item specified on the work programme was no longer part of the Panel's remit due to a change in corporate structure. The Panel was also informed that the next meeting was to be focused around the Growth agenda and city and sub regional governance.

Resolved that –

- (1) the Carbon Reduction Commitment be transferred to the Support Services Overview and Scrutiny Panel;

**65. GOVERNANCE ARRANGEMENTS (draft minute)**

The Director for Development and Regeneration, the Assistant Director for Planning Services and Community Planning and Partnership Coordinator presented draft proposals for the reform of governance arrangements relating to the growth agenda to the Committee.

The Committee was informed that –

- (i) the purpose of the revised governance framework was to achieve a clear and effective framework for governance and a powerful voice for representing the growth agenda at international, national and regional level;
- (ii) the new governance framework set out a more clear and effective framework and enabled delivery of a more joined up approach; The sub region includes Cornwall, Torbay, Devon and South Hams.
- (iii) Plymouth and its sub region requires a strategic approach to planning and delivering economic growth;
- (iv) currently there were several groups that worked towards achieving the growth agenda (75+) but no clear structure showing how they all connect and roles they play; because of this there were several consequences such as a diluted strategic leadership, confusion around governance, lack of focus and accountability for delivery, duplication of time and energy of different agencies and lack of attendance at meetings;
- (v) there were specific governance needs that needed to be addressed such as the delivery of a shared vision, coordinating delivery of housing, economic development and strategic infrastructure at a sub regional level (part of CIP12), coordinating input into regional programmes, prioritising funding opportunities, clear lines of accountability and a stronger focus all round on delivery;

- (vi) there were potential alternative forms of governance, such as Multi Area Agreements and Sub regional Economic Prosperity Boards (EPB), and the proposed framework could potentially evolve into formal structures such as these at a later stage if appropriate, but this is not currently proposed;
- (vii) the key principles underlying the proposed governance arrangements are: simplicity in its overall architecture, flexibility to deliver relevant tasks and evolve into other governance models, strategic focus to address the sub regional dimension of the growth agenda, clarify of function to distinguish between strategy and delivery, and streamlining to reduce the number of supported groups;
- (x) a Portfolio Holders Board would have an advisory role on the growth arrangements and would have no executive decision making powers; it would have the remit to join up policy and strategy, promote a coordinated approach of regional and sub-regional policy, coordinate input to other policies which would have an impact or relationship with the growth vision for Plymouth, to promote the vision for Plymouth and the Growth Agenda and to advise on high level investment priorities for coordination by the Plymouth Growth Board;
- (xi) a Plymouth Growth Board would have a strategic coordinating role and would consist of membership from the Chief Executive or nominated Director from each of the Councils in the sub regional area; it would have the remit to oversee the implementation of the city growth agenda, to identify sub regional priorities for funding, determine growth agenda funding options and priorities, to inform capital programmes, to prioritise strategically important development and infrastructure projects and identify delivery mechanisms and to unblock key obstacles to delivery;
- (xii) Scrutiny would have a role to hold the boards to account, to review and monitor the delivery of the Growth Agenda and performance of the governance arrangements and to consider the involvement of Local Strategic Partnerships from the sub region in the scrutiny process;
- (xiii) a communication plan would ensure that Members, external stakeholders and the general public understood the growth agenda and the benefits for the sub region and that everyone was kept informed of progress and delivery; this would be in addition to and joined up with the consultation and engagement that the Councils and Local Strategic Partnership were already committed to.

In response to questions raised it was reported that –

- (xiv) it was acknowledged that partners from the third sector are key organisations for the growth agenda, in addition to some of the groups highlighted in the officer's presentation;

- (xv) Officers would aim to use existing mechanisms to engage with people; it was highlighted that there would be engagement in the framework as a whole as well of parts of it;
- (xvi) a key outcome of the governance framework would be to achieve more efficient and effective coordination of delivery of the growth agenda, and this was necessary in order to optimise the potential to deliver sustained improvements to the economic prosperity of Plymouth and its sub region.

Recommended to the Overview and Scrutiny Management Board that –

- (1) the Growth and Prosperity Overview and Scrutiny Panel support the governance proposals for the growth agenda, and request the following:
  - a) that more detail be provided about its desired outcomes over the next 24 months;
  - b) that criteria be set for measuring the effectiveness of the new governance arrangements;
  - c) that the criteria are monitored and reported to the Growth and Prosperity Overview and Scrutiny Panel on a 6 monthly basis;
  - d) that a full review of the governance arrangements be undertaken after 24 months

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## Growth and Prosperity Overview and Scrutiny

### Work Programme 2009/10

Issues Panel May Wish to Scrutinise	J	J	A	S	O	N	D	J	F	M	A
Worklessness				28		23	7				
BID Veto					26						
Carbon Reduction Commitment					26					22	
Strategic Housing Functions									19		
Local Development Framework Annual Monitoring Report									19		
City and Sub Regional Governance								25			
Eastern Corridor Briefings									19		
Homelessness and Housing Needs											
Destination South West: Aims and Objectives and consideration of future Plymouth City Council membership.							7				
Joint Finance and Performance Monitoring including LAA Performance Monitoring (subject to the Overview and Scrutiny Management Board referring issues to the Panel)											
Monitor CIPs that the Panel is responsible for – CIP 5 (Providing better and more affordable housing)  CIP 10 (Disposing of waste and increasing recycling)  CIP 11 (Improving access across the city)  CIP 12 (Delivering sustainable growth)  <i>(referred to the Panel from the Overview and Scrutiny Management Board 7 October 2009 Meeting)</i>							7				

[illegible]



## DRAFT Work Programme 2010/11

[illegible]

[illegible]