

# Public Document Pack



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## **CUSTOMERS AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL**

**DATE: MONDAY 25 JANUARY 2010**  
**TIME: 10.00 AM**  
**PLACE: COUNCIL HOUSE, NEXT TO THE CIVIC CENTRE**

### **Committee Members–**

Councillor Fox, Chair  
Councillor Wildy, Vice Chair  
Councillors Berrow, Mrs Foster, McDonald, Mrs Nicholson, Roberts, Smith and Mrs Stephens

### **Substitutes–:**

Any Member other than a Member of the Cabinet 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**

# **CUSTOMERS AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL**

## **PART I (PUBLIC COMMITTEE)**

### **AGENDA**

**1. APOLOGIES**

To receive apologies for non-attendance submitted by Panel Members.

**2. DECLARATIONS OF INTEREST**

Members will be asked to make any declarations of interest in respect of items on this agenda.

**3. MINUTES**

**(Pages 1 - 8)**

The Panel will be asked to confirm the minutes of the meetings held on 26 October 2009 and 23 November 2009.

**4. CHAIR'S URGENT BUSINESS**

To receive reports on business which, in the opinion of the Chair, should be brought forward for urgent consideration.

**5. FEEDBACK FROM OVERVIEW AND SCRUTINY  
MANAGEMENT BOARD**

To receive any relevant feedback from the Overview and Scrutiny Management Board.

**6. PLYMOUTH SPORTS FACILITY STRATEGY UPDATE**

The Panel will receive an update on the Plymouth Sports Facility Strategy following the conclusion of the consultation period.

**7. COUNCILLOR CALL FOR ACTION TOOL KIT (TO  
FOLLOW)**

The Head of Performance, Policy and Partnerships will present the 'principles' of the Councillor Call for Action tool kit.

**8. SAFE AND STRONG THEME GROUP UPDATE (TO  
FOLLOW)**

The Panel will receive an update on the Safe and Strong Theme Group.

**9. NATIONAL INDICATOR 192 RECYCLING LEVELS**

The Panel will consider setting up a joint task and finish group with the Safe and Strong Theme Group regarding the National Indicator 192 Recycling Levels.

The Overview and Scrutiny Management Board referred this item to the Panel at its meeting held on 2 December 2009.

**10. PLYMPTON LIBRARY REPLACEMENT UPDATE (Pages 9 - 10)**

The Panel will receive a written update on the replacement of Plympton Library.

**11. FINANCIAL INCLUSION STRATEGY**

The Panel will consider the task and finish group arrangements for the Financial Inclusion Strategy.

**12. TRACKING RESOLUTIONS (Pages 11 - 12)**

To monitor the progress on the previous resolutions.

**13. WORK PROGRAMME (Pages 13 - 14)**

The Panel will consider its work programme for 2009/10.

**14. EXEMPT BUSINESS**

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for the following item(s) of business on the grounds that it (they) involve(s) the likely disclosure of exempt information as defined in paragraph(s) of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

**PART II (PRIVATE PANEL)**

**MEMBERS OF THE PUBLIC TO NOTE**

that under the law, the Committee is entitled to consider certain items in private. Members of the public will be asked to leave the meeting when such items are discussed.

Nil.

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## Customers and Communities Overview and Scrutiny Panel

Monday 26 October 2009

### PRESENT:

Councillor Fox, in the Chair.  
Councillor Wildy, Vice Chair.  
Councillors Berrow, Mrs Foster, McDonald, Mrs Nicholson, Roberts, Smith and Mrs Stephens.

The meeting started at 10.00 am and finished at 11.40 am.

*Note: At a future meeting, the committee will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.*

### 26. DECLARATIONS OF INTEREST

The following declarations of interest were made in accordance with the Code of Conduct –

Name	Minute No. and Subject	Reason	Interest
Councillor Mrs Foster	Minute 29 Plymouth Sports Facility Strategy	Mount Batten Sailing and Water Sports Centre – Board of Directors	Personal
		Over 60s free bus pass holder	Personal
Councillor Mrs Nicholson	Minute 29 Plymouth Sports Facility Strategy	Over 60s free bus pass holder	Personal
		Chair of the Mayflower Trust	Personal
Councillor Wildy	Minute 29 Plymouth Sports Facility Strategy	Devonport Community Leisure Limited	Personal
		Over 60s free bus pass holder	Personal

### 27. MINUTES

Resolved that the minutes of the meeting held on 28 September 2009 are confirmed as a correct record.

Arising from the minutes (minute 19 refers) the panel considered that the Anti Social Behaviour Strategy including the Councillor Call for Action was not fully considered and wished to scrutinise this matter at a future meeting.

Resolved that the Anti Social Behaviour Strategy is included on the work programme for a future meeting.

### 28. CHAIR'S URGENT BUSINESS

There were no items of Chair's Urgent Business.

## 29. PLYMOUTH SPORTS FACILITY STRATEGY

The Director for Community Services presented the draft Plymouth Sports Facility Strategy including mapping, appendices and the consultation leaflet to the Panel for its consideration. The presentation outlined the following main issues –

- why a strategy
- common themes
- challenges
- building block 1: Plymouth profile; building block 2: participation; building block 3: audit; building block 4: consultation/demand;
- putting it all together
- planning towards wider consultation
- consultation timeline
- purpose of consultation and deliverables
- scope (how, where, when)
- invitation to view and comment, local press, trade websites and newsletter, document put on line 19 October 2009, road show, poster and consultation leaflet
- consultation what next

Members put forward questions to which the following responses were provided –

- (i) the strategy would assist in informing the authority as to how Section 106 monies can be used;
- (ii) schools were involved in this process and work was currently being undertaken to ascertain when schools were open for community use and what facilities and/or clubs were provided;
- (iii) the strategy had been prepared in line with the steering group which comprised of officers of the City Council and external agencies including the Primary Care Trust;
- (iv) consultation would be undertaken bearing in mind Plymouth Compact and relevant codes of practice;
- (v) work was being undertaken alongside the new capital programmes for schools to help maximise sports and leisure facilities for the city;
- (vi) the consultation leaflet would be distributed, resources permitted, to a variety of venues;
- (vii) the 'standards of provision' for quality and accessibility of various types of sports facilities assisted the Council to understand the current position and would aid the Council to achieve the overall required level of provision;
- (viii) the Council did not have the powers to enforce schools to permit community use of their sports and leisure facilities, however working with schools and partners would help to deliver this;
- (xi) the omission of providing the consultation leaflet in other languages and formats would be investigated;
- (x) a survey of 1000 people in the area had been undertaken by Sport England in 2005/06.

The panel raised concerns regarding the terminology used by Sport England in their research documentation. Whilst the panel understood the need to use the Sport England information it was uncomfortably with the terminology used and wished to see the stereo typical references removed from the final strategy.

The Chair thanked the officers for their attendance.

Recommended to the Cabinet Member for Leisure, Culture and Sport that –

- (1) the consultation leaflet is made available in other languages and formats;
- (2) the terminology used by Sport England and in particular the stereo typical references are removed from the final strategy.

Resolved that –

- (1) the results of the public consultation are brought back to the panel at its meeting scheduled for 25 January 2010;
- (2) the action plan, timelines and budgets are brought back to a future meeting of the panel for scrutiny.

(Councillors Mrs Foster, Mrs Nicholson and Councillor Wildy declared a personal interest in the above item).

### 30. **EXEMPT BUSINESS**

There were no items of exempt business.

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## Customers and Communities Overview and Scrutiny Panel

Monday 23 November 2009

### PRESENT:

Councillor Fox, in the Chair.  
Councillor Wildy, Vice Chair.  
Councillors Berrow, Mrs Foster, Lowry, Mrs Nicholson, Roberts, Smith and Mrs Stephens.

Apology for absence: Councillor McDonald.

The meeting started at 10.00 am and finished at 11.30 am.

*Note: At a future meeting, the committee will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.*

### 31. DECLARATIONS OF INTEREST

There were no declarations of interest made by Members in accordance with the Code of Conduct.

### 32. MINUTES

Resolved that the minutes of the meeting held on 28 September 2009 are approved as a correct record.

### 33. CHAIR'S URGENT BUSINESS

There were no items of Chair's Urgent Business.

### 34. FEEDBACK FROM OVERVIEW AND SCRUTINY MANAGEMENT BOARD

The Vice Chair provided an update on the main issues raised at the Overview and Scrutiny Management Board meeting held on 4 November 2009.

The panel's terms of reference would be submitted to the City Council to recommend that the Overview and Scrutiny Panels' terms of reference be amended to read 'to monitor the budget and performance of the Cabinet Members, Department(s) and partners to oversee delivery of the priorities of the area and with regard to better value for money'.

### 35. LIFE CENTRE AND RELATED LEISURE PROJECTS - UPDATE AND TO AGREE FUTURE SCRUTINY ARRANGEMENTS

The Director for Community Services submitted an update report on the Life Centre and Related Projects Programme. The report outlined the following main issues –

- (i) Life Centre progress and costs;
- (ii) leisure management contract;
- (iii) the Pavilions;
- (iv) leisure ice;
- (v) other project related issues including the skate park re-provision, master planning for Central Park and events field relocation.

Members of the panel put forward questions, to which the following responses were provided –

- (a) five full tender submissions had been returned on 2 October 2009; a review of the tenders was taking place to identify the preferred bidder and to ensure the optimal cost/quality was achieved;
- (b) the five tenders received all indicated that the facility would be completed by the autumn of 2011;
- (c) the specific details of the funding package to deliver this project were currently being worked on;
- (d) the evaluation process of the tenders was being undertaken on a 50/50 basis (cost/quality);
- (e) the tender had been published in the Official Journal of the European Union (OJEU); (all tenders from the public sector above a certain financial threshold had to be published in this journal);
- (f) the successful bidder would have its own employment strategy but it was likely that some local people would be employed on the project together with their existing workforce;
- (g) Leisure Management Contract - six bidders had been successful in proceeding to the next stage of the process - Invitation to Submit Outline Solutions (ISOS); the contract award was anticipated to be late 2010 but this would be dependant on the procurement route (12 months prior to the opening of the Life Centre);
- (h) the initial return of five responses to the soft market testing for the ice re-provision was considered to be favourable;
- (i) information on the specific employment levels during the construction phase would be available at the January 2010 meeting;
- (j) HR were actively involved in the issues relating to the leisure management contract.

Recommended to the Overview and Scrutiny Management Board that –

- (1) the report is noted;
- (2) an additional meeting of the panel is held in January 2010 to review the following –
  - a. the Life Centre and Related Leisure Projects Programme;
  - b. the award of the Life Centre construction contract;
  - c. funding/finance of the project.
- (3) the panel seeks delegated authority from the Management Board to consider the panel's recommendations to Cabinet on 19 January 2010 (due to the tight timescales, it will not be possible to submit the panel's recommendations to the Board, as the scheduled meeting on 2 December 2009 is too early and the meeting on 20 January 2010 is too late).

## 36. **QUARTERLY SCRUTINY REPORT**

The panel considered its draft quarterly report.

Resolved that –

- (1) the report is amended as indicated;
- (2) the report is submitted to the Overview and Scrutiny Management Board.

**37. CORPORATE IMPROVEMENT PRIORITIES**

The panel expressed its disappointed that Members were not being given the appropriate tools to effectively monitor budget and performance issues.

Recommended to the Overview and Scrutiny Management Board that the current anomaly is further investigated to enable the bi-monthly joint finance and performance report is submitted to the panel to enable it to effectively monitor the budget and performance issues.

**38. HIGH LEVEL BUDGETARY RISKS**

Please refer to minute 38.

**39. UPDATE ON MOBILE POLLING UNITS**

The Director for Corporate Support submitted an update report on the Mobile Polling Units. The report outlined the –

- (i) new design of the mobile polling unit;
- (ii) purchase of the new style units;
- (iii) replacement programme.

Resolved that the report is noted.

**40. UPDATE ON THE ACTION PLAN FOR THE ACCESS TO SERVICES INSPECTION**

The panel was informed that it was the role of the Overview and Scrutiny Management Board to monitor performance against Inspection Action Plans including Access to Services.

Resolved that the lead officer investigate this matter.

**41. TRACKING RESOLUTIONS**

The panel received for its information a copy of the Tracking Resolutions schedules.

Resolved that the report is noted.

**42. WORK PROGRAMME**

The panel considered its work programme 2009/10.

Resolved that the work programme is noted.

**43. EXEMPT BUSINESS**

There were no items of exempt business.

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**CUSTOMERS AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL –  
25 JANUARY 2010**

**PLYMPTON LIBRARY REPLACEMENT**

**BRIEFING NOTE –**

**Background**

The temporary library in the Ridgeway opened on 2 February 2009 and has been very successful with increased visitor numbers.

Plans were developed for two options for a replacement library on the former site. Both would be delivered jointly with the PCT through the strategic partnering agreement and both were two storey including library and health facilities. One of the options had reduced health facilities on the first floor but included living accommodation for people with learning disabilities.

Meetings were held with the planning service and resolved issues sufficiently to present the options for public consultation.

**Public consultation, Design Panel Review & Planning application**

The proposed schemes were subject to public consultation and design panel review during April & May 2009.

As a result of the response from the design panel and overwhelming verdict on the preferred option from the public consultation, the project proceeded with the health and library option and was submitted for planning approval in August 2009 and approval gained in September 2009.

The site investigation and transport assessment are complete.

**Scheme finalisation and commencement on site**

The scheme is being prepared for tender following which exact costs will be known and final commitment will be gained from all parties to commence works on site.

Depending upon the results of the tender exercise works are expected to commence on site in spring 2010 and open to the public in February 2011.

**Chris Trevitt  
Head of Capital & Assets  
14th January 2010**

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## CUSTOMERS AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL TRACKING RESOLUTIONS

Panel Date	Minute number	Resolution	Action by	Progress	Target date	Comments
27/07/09	6	the Waste Task and Finish scrutiny is deferred to March 2010 meeting in order to enable the appropriate officers to attend.	DSO		March 2010	
27/07/09	7	Membership for the Task and Finish group for the events strategy comprised of –  Councillors Berrow, Fox, McDonald, Smith, Mrs Stephens and Wildy	DSO	Project Initiation Document (PID) to be considered in November 2009. Task and Finish to be completed by March 2010.	February 2010	The Overview and Scrutiny Management Board will be asked to relocate this issue to the Growth and Prosperity OSP.
28/09/09	19(a)	recommended that the Overview and Scrutiny Management Board urgently considered the provision of a tool kit outlining the process and procedures for a Councillor Call for Action request and that it is made available to all Members, departments and interested parties within the next committee cycle.	DSO	Forwarded to the Overview and Scrutiny Management Board for consideration at its next meeting 7 October 2009.	Oct 2009	The Head of Policy and Performance and Partnerships be requested to provide a report on Councillor Call for Action and report to the next meeting of the Customers and Communities OSP 23.11.09 the date by which this report will be available.
26/10/09		resolved to bring the Plymouth Sports Facility Strategy back to the next meeting of the Panel (after the public consultation had concluded) and at a future meeting to consider the action plan, timelines and budgets.	DSO	Included on the work programme for 25 January 2009. <b>Completed</b>	Jan 2010	







## Customers and Communities Overview and Scrutiny Panel

### Work Programme 2009/10

Topics	J	J	A	S	O	N	D	J	F	M	A
Licensing Authority Policy Statement Under the Gambling Act 2005 ( <i>Written Report</i> )				28							
Life Centre and Related Projects						23		13			
Plymouth's Sports Facility Strategy					26			25			
Events Strategy - Coherent Marketing Strategy ( <i>Joint Task and Finish Group</i> )											
Review of the Library Service ( <i>Task and Finish Group</i> )											
Plympton Library Replacement – Update ( <i>Written Report</i> )								25			
Cumulative Impact Policy ( <i>Written Report</i> )				28							
Equalities Framework (Equality Standards for Local Government Peer Review)											
Financial Inclusion Strategy ( <i>Prepare for Task and Finish Group</i> )								25			
Localities Work ( <i>Task and Finish Group</i> )						2 / 5					
Crime and Disorder Reduction Partnerships											
Allotment Strategy											
Tree Strategy											
Waste Collection										29	
Election Annual Review – Update ( <i>Written Report</i> )						23					
Access to Services Inspection – Update ( <i>Written Report</i> )						23					

