

# Public Document Pack



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## **GROWTH AND PROSPERITY OVERVIEW AND SCRUTINY PANEL**

**DATE: MONDAY 14 JUNE 2010**  
**TIME: 2.00 PM**  
**PLACE: COUNCIL HOUSE, NEXT TO THE CIVIC CENTRE**

### **Committee Members–**

Councillors Berrow, K Foster, Martin Leaves, Mrs Nelder, Nicholson, Roberts, Mrs Stephens, Wheeler and Wright

### **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**

## **GROWTH AND PROSPERITY OVERVIEW AND SCRUTINY PANEL**

### **PART 1 (PUBLIC PANEL)**

#### **1. APPOINTMENT OF CHAIR AND VICE CHAIR**

The panel will confirm the appointment of the Chair and Vice Chair for the municipal year 2010/11.

#### **2. APOLOGIES**

To receive apologies for non-attendance by panel members.

#### **3. DECLARATIONS OF INTEREST**

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

#### **4. MINUTES (Pages 1 - 8)**

To confirm the minutes of the last meeting held on 22 March 2010.

#### **5. CHAIR'S URGENT BUSINESS**

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

#### **6. TERMS OF REFERENCE (Pages 9 - 10)**

The panel will note its Terms of Reference.

#### **7. TRACKING RESOLUTIONS AND FEEDBACK FROM THE OVERVIEW AND SCRUTINY MANAGEMENT BOARD (Pages 11 - 20)**

The Panel will monitor the progress of previous resolutions and receive any relevant feedback from the Overview and Scrutiny Management Board.

#### **8. APPOINTMENT OF CO-OPTED REPRESENTATIVES**

The Panel will consider the appointment of co-opted representatives.

#### **9. HOE FORESHORE (Pages 21 - 74)**

The panel will receive an update on the Hoe Foreshore Task and Finish Group and consider recommendations for the Management Board Overview and Scrutiny Panel.

**10. DEVELOPMENT AND REGENERATION PRIORITIES.**

The panel will receive a presentation from the Director for Development and Regeneration on future priorities.

**11. LOCAL STRATEGIC PARTNERSHIP - WEALTHY THEME  
GROUP ACTION PLANS**

The Assistant Director for Economic Development will present the themed action plans to the panel.

**12. WORK PROGRAMME 2010 - 2011** **(Pages 75 - 78)**

The panel will consider its work programme for 2010/11.

**13. FUTURE DATES AND TIMES OF MEETINGS**

The panel is asked to note the dates of future meetings for the municipal year 2010/11. All meetings will commence at 2pm –

Monday 12 July 2010

Monday 13 September 2010

Monday 18 October 2010 - Provisional

Monday 8 November 2010

Monday 10 January 2011

Monday 7 March 2011

Monday 4 April 2011 - Provisional

**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 panel 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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## Growth and Prosperity Overview and Scrutiny Panel

Monday 22 March 2010

### PRESENT:

Councillor Viney, in the Chair.

Councillor Coker, Vice Chair.

Councillors Ball, Mrs Nicholson (substitute), Reynolds, Roberts, Wheeler and Wildy (substitute).

Apologies for absence: Councillors Martin Leaves and Nelder.

The meeting started at 2.00 pm and finished at 4.30 pm.

*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.*

### 58. DECLARATIONS OF INTEREST

There were no declarations of interest in accordance with the code of conduct.

### 59. MINUTES

Resolved that the minutes of the meeting held on 19 February 2010 be confirmed as a correct record.

### 60. CHAIR'S URGENT BUSINESS

There were no items of Chair's Urgent Business in accordance with the code of conduct.

### 61. FEEDBACK FROM THE OVERVIEW AND SCRUTINY MANAGEMENT BOARD

The Business Manager for Development provided the Panel with feedback from the 3 March 2010 Overview and Scrutiny Management Board.

The Panel was informed that –

- (i) in response to recommendations regarding Plymouth City Council Housing Services (minute 51) from 19 February 2010 Growth and Prosperity Overview and Scrutiny Panel it was resolved that –
  - (a) in line with the scrutiny terms of reference, it be confirmed that the Growth & Prosperity OSP is the main panel for considering strategic housing issues;
  - (b) officers be requested to liaise with the Monitoring Officer to establish what was formally agreed when the housing stock was transferred to Plymouth Community Homes regarding scrutiny of the service;
  - (c) the Support Services OSP join with the Growth & Prosperity OSP to help with scrutiny of homelessness and housing needs issues;
  - (d) the Growth & Prosperity OSP invite the Chair and Vice-Chair of the Support Services OSP to meet with the Cabinet Member for Planning, Strategic Housing and Economic Development to discuss how best to take scrutiny of housing issues forward;

- (ii) the Skateboarding By-Law Task and Finish Group report be approved and submitted to CMT (Corporate Management Team).

In response to questions raised it was reported that –

- (iii) minute 94a (c and d) from the 3 March 2010 Overview and Scrutiny Management Board be checked for accuracy as it was thought that Customers and Communities OSP were to work with the Growth and Prosperity OSP and not Support Services OSP;
- (iv) in the future, feedback from the Overview and Scrutiny Management Board would be in written format attached to the agenda.

### 62. **APPOINTMENT OF CO-OPTED REPRESENTATIVES**

Resolved that the Panel defer this item until the first meeting of the municipal year.

### 63. **GROWTH AND REGENERATION AGENDA**

The Director for Development and Regeneration and the Assistant Director for Planning Services provided the Panel with an update on the Growth and Regeneration agenda –

The Committee was informed that –

- (i) there were several strategies in place across the city, such as the Sustainable Communities Strategy and the Local Development Framework Strategy that would aim to improve new homes, population growth, new jobs and investment in Plymouth;
- (ii) infrastructure was to be focused upon in the growth and regeneration agenda, and was not simply housing led;
- (iii) Plymouth's Spatial Strategy was one of the most successful in the country and clearly demonstrated Plymouth's priorities such as the Eastern Corridor, the Northern Corridor, Sustainable Neighbourhoods and prioritizing Waterfront regeneration;
- (iv) a new department for Growth and Regeneration had been established in April 2009 in order to drive forward and support the delivery of growth and regeneration in Plymouth; four departments, namely Economic Development, Transport and Highways, Strategic Housing and Planning Services would now provide a more structured approach to support the growth and regeneration agenda in the city;
- (v) the Growth and Regeneration department would be broadly split into 3 categories namely, front line services, supporting and enabling growth and driving growth and regeneration in Plymouth;
- (vi) front line services included planning applications, homelessness prevention, housing needs, neighbourhood management, anti social behaviour, managed workspaces, commercial tenancies, business improvement districts, city market, network management, car parks, civil enforcement and boats and moorings;
- (vii) supporting and enabling growth and regeneration services included, major planning applications, affordable housing provision, economic development, transport major schemes and policy and strategy;
- (viii) driving growth and regeneration services focused upon partnership working and prioritization, delivery through programme boards and master plans; this working would allow partnership working across sectors;

- (ix) in a recent Sunday Times article in the 'Home' section, Plymouth was listed as being one of the top twelve places to invest in because of its waterfront location, its relative affordability and the strong strategic frameworks in place which support the regeneration agenda;
- (x) programmes were being put in place to enable partnership working; programme boards would be created for City Centre, Eastern Corridor, Waterfront, Northern Corridor, Enterprise and Skills, Sustainable Neighbourhoods, Naval Base/Devonport Dockyard and Place Management;
- (xi) the Growth and Regeneration department achieved the following successes in 2009/2010:
  - Housing Stock transfer
  - Affordable housing targets met
  - Market recovery action plan delivered
  - East end transport scheme – funding in place
  - Private sector housing – kick start funding in place
  - Plymouth science and innovation partnership launched
- (xii) key issues and challenges for the growth and regeneration department consisted of maintaining the support and momentum for growth in Plymouth, building upon delivery success to ensure continued recognition of Plymouth being the top area for growth in the region, to maximize opportunities, to support the transport infrastructure scheme, maintain the range of approaches to stimulate and encourage growth and to continue to maximize funding opportunities;
- (xiii) an Infrastructure Delivery Framework was in place to enable the proactive delivery of the Plymouth Growth agenda;
- (xix) the new structure to deliver growth and strengthen sub regional arrangements would consist of a Portfolio Holder Board, a Plymouth Growth Board and Plymouth Programme Boards.

In response to questions raised it was reported that –

- (xx) it was not known specifically what factors determined whether a car park charged for parking or not however the Director for Development and Regeneration would find out;
- (xxi) the programme boards are either geographic or thematic;
- (xxii) an agency was not employed to highlight Plymouth key achievements in terms of the growth agenda in the Sunday Times;
- (xxiii) the City Development Company was responsible for marketing in the whole of the city;
- (xxiv) infrastructure delivery contained a mixture of both private and public projects however the cost of public money spent would be given to Members;
- (xxv) it was expected that the target to achieve 42,500 jobs over a 20 year period was challenging but by expanding on work, for example, with the University of Plymouth and work in Medical schools, high quality jobs in the city should be viable. The key point was that the approach to attracting and creating the right jobs was still the priority and not so much whether there would be more or less than 42, 500 jobs;

- (xxvi) it was the responsibility of all partners to ensure local facilities were encouraged along with housing.

Resolved that –

- (1) the update be noted; & the panel look forward to a further progress report during next year.
- (2) the Director for Development and Regeneration provide Members with the procedure for charging at specific car parks in Plymouth;
- (3) the Assistant Director for Planning Services provide Members with a breakdown in costs of the £800m investment in the city, between private and public sector finance.

## 64. **ACCESSIBILITY PLANNING**

The Senior Transportation Planner and the Assistant Director for Transport provided the Committee with an update on Accessibility Planning.

The Committee was informed that –

- (i) the Derriford Hospital Accessibility Action Plan (AAP) had been adopted by the Healthy Theme Group and would be published in the next couple of weeks ;
- (ii) the Young People Accessibility Action Plan had not yet been adopted as key data analysis regarding responses to a survey titled 'what do you do in your spare time' had not yet been received;
- (iii) missed appointments at Derriford Hospital had reduced from 7.6% to 6.2%;
- (iv) missed appointments at Connexions had reduced from 50% to 35%;
- (v) the success of Plymouth achieving a cycle training bid would help to increase the access of children in years 6 and 7 from 43% to 80%;
- (vi) Several disabled bays at Derriford Hospital had been relocated in order to provide easier access to the hospital;
- (vii) Target Travel bus service 14 in west Devonport had been re-routed in order to make up for the loss of bus service number 34;
- (viii) 250 new parking spaces for the specific use of Derriford Hospital staff had been constructed at the George Park and ride;
- (ix) bus departures from Derriford Hospital had increased from approximately 30 per hour in 1995 to between 47 and 80 per hour in 2009 this and other measures have helped reduce congestion;

In response to questions raised it was reported that –

- (x) the Children's Trust had not been approached with regards to the Young People Accessibility Action Plan, however the existing version was with Connexions;
- (xi) it was important to continue partnership working based on the existing published document;
- (xii) reductions in the percentage of hospital car park spaces for staff, and a variety of other measures including the erection of a multi storey car park would reduce demand



for parking spaces at Derriford Hospital;

- (xiii) alterations to the front entrance of Derriford Hospital had been delayed for 12 months.

Resolved that Accessibility Planning be added to a future agenda in the autumn and that the Assistant Director for Transport provide members with a response with regards to the suggestion that Milehouse Park and Ride incorporate parking for staff and visitors to Derriford Hospital.

## 65. **GOVERNANCE ARRANGEMENTS**

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 would include 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;
- (viii) 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;

- (ix) 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;
- (x) 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;
- (xi) 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 were 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

## 66. **QUARTERLY SCRUTINY REPORT**

The Panel received their quarterly scrutiny report and stated that it was extremely well written however was deficient of data relating to attendance at task and finish group meetings and did not state whether substitutes were provided to panel meetings.

Resolved that task and finish group attendance data be incorporated into the quarterly scrutiny report as well as a list of substitutes and their attendance at meetings.

## 67. **WORK PROGRAMME FOR 2010/2011**

The Panel considered their work programme for 2010/2011 and added the following items for further consideration when finalising work programme.

- LSP Wealthy Theme Group Work Programme
- Private Sector Housing Peer Review – Improvement Plan
- Eastern Corridor Update
- PCDC Business Plan
- Transport Asset Management Plan
- Housing Strategy & Homelessness
- Growth and Regeneration Delivery Update
- Worklessness Update
- Local Development Framework: Annual Monitoring Report
- Housing Options Review
- Twice Yearly Plymouth Community Homes – presentation.
- Local Transport Plan 3
- Accessibility Planning
- Waste PFI
- Review of Governance arrangements
- Place Management
- Tourism Strategy
- Economic Development Update

## 68. **TRACKING RESOLUTIONS**

The Business Manager for Development provided the Panel with an update on their tracking resolutions.

The Panel was informed that –

- (i) an updated risk register of remedial works for the Hoe Foreshore had been received by Democratic Support and would enable the task and finish group to have a final meeting; this was currently being arranged;
- (ii) Destination South West would remain on the Panel's tracking resolutions until the Tourism Strategy had been completed;
- (iii) the agenda item regarding the appointment of co-opted representatives onto the Growth and Prosperity Panel had been deferred to the first meeting of the municipal year;
- (iv) the resolutions regarding Worklessness were due to be submitted to CMT;
- (v) the agenda item regarding corporate improvement priorities had been added to the Panel's agenda under accessibility planning;
- (vi) the potential task and finish group regarding driving speeds on the Hoe had been added to the Panel's work programme for 2010/2011; awaiting Councillor call for action.
- (vii) the request for information regarding the Local Development Framework Annual Monitoring Report would be submitted to Members by the end of March 2010;

- (viii) the recommendations submitted to the Management Board regarding Plymouth Housing Services would be followed up at the first meeting of the new municipal year once membership for the Panel had been agreed;
- (ix) the task and finish group report regarding the Skateboarding By-Law had been approved by the Management Board and would be submitted to CMT;
- (x) the agenda item regarding Carbon Reduction Commitment would be submitted to the Management Board on 31 March 2010.

Under this agenda item that Chair thanked Members for their input in the scrutiny process.

69. **WORK PROGRAMME**

The Panel noted their work programme.

70. **EXEMPT BUSINESS**

There were no items of exempt business.

**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
- Customers Services (Street Scene, Waste and Sustainability) formally 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

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**TRACKING RESOLUTIONS**  
**Growth and Prosperity Overview and Scrutiny Panel**

Date / Minute number	Resolution	Explanation / Minute	Officer	Progress	Target date
26 Jan 2009 / 55b	It was <u>resolved</u> that a Task and Finish group, comprising of six Members (3 Conservative, 3 Labour) would be set up to investigate the two 'red' risk items highlighted by the Audit Committee.	<p>The Democratic Support Team Leader informed Members that on 18 December 2008 the Audit Committee had resolved to refer 2 'red' risk items (Operational Risk Management Update Report) to the Overview and Scrutiny Commission. At the Overview and Scrutiny Commission on 22 January 2009, the 'red' risk items were referred to this Panel for investigation; this item was tabled at the meeting.</p> <p>The Business Manager for Development raised an issue as to whether the two red risk items were within the Panel's terms of reference and was informed by the Democratic Support Team leader that this would be clarified. Only one Labour Group member wished to be a member of the Task and Finish Group so the Democratic Support Team Leader advised the Panel that non Sustainable Communities Members, if they had a particular interest or expertise in the issue, could be a part of the Task and Finish Group.</p>	Helen Rickman – Dem Support	<p>Councillors K Foster, Coker, Smith, McDonald, Roberts and Delbridge were selected for the Hoe Foreshore T+F group and a meeting to discuss the PID took place in March 09 with Gill Peele, Mike Hocking, Judith Shore, Nick Jones and Councillors K Foster and Coker in attendance.</p> <p>A meeting was set for the T+F group on 1 June 09 however this was postponed due to risk assessments not being completed. A T+F Group meeting took place on 3 July 2009; Councillor Viney replaced Councillor K Foster as chair. The minutes were attached to the Panel's 20 July 2009 agenda.</p> <p>It was resolved that a site visit would take place in August 2009 and members would report back to the Panel on 28 September.</p> <p>At its meeting on 20 July, the Panel agreed that the matter of the maintenance of parks and playgrounds environment should be re-activated until a satisfactory response was received.</p> <p><b><u>At its 28 Sep 09 meeting, it was resolved under minute 19, Tracking Resolutions, that the Panel recommend to the Management Board that the Parks/Playgrounds Risk Assessment be transferred to the Customers and Communities OSP Panel for further consideration as it was now their new terms of reference. This was approved by the Management Board on 4 Nov 09.</u></b></p> <p>At its 19 Feb 09 Meeting, the Chair informed the Panel that a site visit for the Hoe Foreshore Task and Finish Group took place on 4 February 2010; the majority of red risks originally highlighted by the Audit Committee on 18 December 2008 had been rectified however it was expected that all remedial works would be completed by the end of February 2010. The diving board that was originally identified as a red risk had been dismantled.</p> <p><b><u>The updated risk assessment had been received by the Democratic Support Officer and a final Task and Finish Group meeting would be arranged to aim to close this piece of scrutiny.</u></b></p>	June/July 2010

Date / Minute number	Resolution	Explanation / Minute	Officer	Progress	Target date
20 July 2009 / 9	<u>Resolved</u> to request that the possibility of Councillor representation on Destination Southwest be looked into.			<p>Waiting for a response from DSW.</p> <p>At its 28 Sep 09 meeting it was resolved under minute 19 – Tracking Resolutions that the Panel agreed to raise the issue of DSW funding and representation with the Director for Development and Regeneration and the Assistant Director for Economic Development at the next meeting (should they be able to attend). The Panel would then consider whether they wished to invite the Director of DSW to a future meeting.</p> <p>Tracking Resolutions, Destination Southwest would be an item on the next agenda. The Business Manager is to brief the Director/Assistant Director for Development &amp; Regeneration on the issues surrounding funding and representation and will arrange for either a) attendance at the next meeting or b) a written response.</p> <p>At 7 December 09 meeting it was resolved that the AD for Development and Regeneration (Economic Development) be invited to attend a future meeting once the DSW strategy had been completed, in order to provide the panel with an update.</p> <p>At its 19 February 2010 meeting, the Business Manager for Development and Regeneration informed the Panel that Destination South West would not be added to the Panel's agenda until the tourism strategy had been completed.</p> <p><b><u>On 22 March 2010 meeting, the Panel was informed that Destination South West would remain on the Panel's tracking resolutions until the Tourism Strategy had been completed.</u></b></p>	End 2010?
7 Dec 2009 / 42	The Panel considered the option to appoint a co-opted representative and <u>resolved</u> that this would be considered again at the next meeting after the Director for Development & Regeneration had helped to present his plans for the delivery of the future growth agenda.			<p>At its 7 December 2009 meeting, the Panel considered the option to appoint a co-opted representative and <u>resolved</u> that this would be considered again at the next meeting after the Director for Development &amp; Regeneration had helped to present his plans for the delivery of the future growth agenda.</p> <p>This item was removed from 19 February 2010 meeting due to the full agenda.</p> <p><b><u>On 22 March 2010 meeting it was resolved that the panel defer this item until the first meeting of the municipal year.</u></b></p> <p>This has been added to 14 June agenda.</p>	



Date / Minute number	Resolution	Explanation / Minute	Officer	Progress	Target date
19 Feb 2010 / 50	<p>Local Development Framework Annual Monitoring Report.</p> <p>Resolved that the Growth and Prosperity Overview and Scrutiny Panel –</p> <p>5) request further clarification from officers regarding Core Strategy 9.1 and the status of Devonport Primary School;</p> <p>6) request a response regarding concerns about the provision of community infrastructure in areas of the city where additional housing development is planned.</p>		Paul Barnard – AD for Planning Services	<p>This was discussed at 22 March 2010 meeting under tracking resolutions; the Panel was informed under minute 68 (vii) that the request for information regarding the Local Development Framework Annual Monitoring Report would be submitted to Members by the end of March 2010.</p> <p><u>This information has been emailed to panel Members.</u></p>	End March 2010

Date / Minute number	Resolution	Explanation / Minute	Officer	Progress	Target date
19 Feb 2010 51	<p>Plymouth City Council Housing Services. <u>Recommended</u> that –</p> <p>1) the Panel explore and review key areas of strategic housing, specifically Choice Based Letting and the private renting sector in order to identify how both areas are working;</p> <p>2) the Panel host two presentations by Plymouth Community Homes on the delivery of the transfer promises;</p> <p>3) the Panel host a review of Plymouth Community Homes twice yearly;</p> <p>4) a monitoring report on Devon Choice Lettings be incorporated into the Panel's future work programme;</p> <p>5) the Panel receive a report from the Peer Challenge on private rental;</p> <p>6) the Panel lead the scrutiny engagement with all services that fall under strategic housing;</p> <p>7) the Strategic Review of Homelessness and Housing Advice services be incorporated into the Panel's future work programme;</p>	<p>The Assistant Director for Strategic Housing and the Cabinet Member for Planning, Strategic Housing and Economic Development provided the Panel with an update on Plymouth City Council's Housing Service (as set out in the agenda, pages 123-134).</p>		<p>On 3 March 2010 Overview and Scrutiny Management Board meeting it was resolved under minute 94a that:</p> <p>1. with regard to Growth &amp; Prosperity OSP draft minute no. 51 – Plymouth City Council Housing Services –</p> <p><b>a.</b> in line with the scrutiny terms of reference, it be confirmed that the Growth &amp; Prosperity OSP is the main panel for considering strategic housing issues;</p> <p><b>b.</b> officers be requested to liaise with the Monitoring Officer to establish what was formally agreed when the housing stock was transferred to Plymouth Community Homes regarding scrutiny of the service;</p> <p><b>c.</b> the Support Services OSP join with the Growth &amp; Prosperity OSP to help with scrutiny of homelessness and housing needs issues;</p> <p><b>d.</b> the Growth &amp; Prosperity OSP invite the Chair and Vice-Chair of the Support Services OSP to meet with the Cabinet Member for Planning, Strategic Housing and Economic Development to discuss how best to take scrutiny of housing issues forward;</p> <p><u>The above resolutions were reported to the Growth and Prosperity OSP Panel on 22 March meeting. The Panel was informed that the recommendations submitted to the Management Board regarding Plymouth Housing Services would be followed up at the first meeting of the new municipal year once membership for the Panel had been agreed.</u></p>	

Date / Minute number	Resolution	Explanation / Minute	Officer	Progress	Target date
22 March 2010 / 63 (2+3)	<p>Growth and Regeneration Agenda.</p> <p>Resolved that –</p> <ul style="list-style-type: none"> <li>2. the Director for Development and Regeneration provide Members with the procedure for charging at specific car parks in Plymouth;</li> <li>3. the Assistant Director for Planning Services provide Members with a breakdown in costs of the 800m investment in the city, between private and public sector finance.</li> </ul>	<p>The Director for Development and Regeneration and the Assistant Director for Planning Services provided the Panel with an update on the Growth and Regeneration agenda.</p>	<p>Anthony Payne / Paul Barnard</p>	<p>This information has been emailed to Panel members.</p>	

Date / Minute number	Resolution	Explanation / Minute	Officer	Progress	Target date
22 March 2010 / 61 (iii)	<p>Feedback from the Overview and Scrutiny Management Board.</p> <p>(iii) 'minute 94a (c and d) from 3 March 2010 Overview and Scrutiny Management Board be checked for accuracy as it was thought that Customers and Communities OSP were to work with the Growth and Prosperity OSP and not Support Services OSP.</p>	<p>The Business Manager for Development provided the Panel with feedback from the 3 March 2010 Overview and Scrutiny Management Board.</p> <p>The Panel was informed that –</p> <p>(i) in response to recommendations regarding Plymouth City Council Housing Services (minute 51) from 19 February 2010 Growth and Prosperity Overview and Scrutiny Panel it was resolved that –</p> <p>(a) in line with the scrutiny terms of reference, it be confirmed that the Growth &amp; Prosperity OSP is the main panel for considering strategic housing issues;</p> <p>(b) officers be requested to liaise with the Monitoring Officer to establish what was formally agreed when the housing stock was transferred to Plymouth Community Homes regarding scrutiny of the service;</p> <p>(c) the Support Services OSP join with the Growth &amp; Prosperity OSP to help with scrutiny of homelessness and housing needs issues;</p> <p>(d) the Growth &amp; Prosperity OSP invite the Chair and Vice-Chair of the Support Services OSP to meet with the Cabinet Member for Planning, Strategic Housing and Economic Development to discuss how best to take scrutiny of housing issues forward;</p>		<p>The minutes of 3 March 2010 Overview and Scrutiny Management Board were approved as accurate at 31 March 2010 meeting; therefore the resolution stands.</p>	May 2010

Date / Minute number	Resolution	Explanation / Minute	Officer	Progress	Target date
7 Dec 09	39	<p>Corporate Improvement Priorities –</p> <p><u>Resolved</u> that the Head of Transport Strategy be requested to return to the 25 January 2010 meeting to discuss further what measures need to be undertaken to progress Accessibility Action Plan targets.</p>		<p>The Head of Transport Strategy has been invited to 25 January 2010 meeting.</p> <p>This item was removed from 19 February 2010 agenda as it was already full however has been added to 22 March 2010 agenda.</p> <p>This item was discussed at 22/3/10 meeting under Accessibility Planning (minute 64). It was <u>Resolved</u> that Accessibility Planning be added to a future agenda in the autumn and that the Assistant Director for Transport provide members with a response with regards to the suggestion that Milehouse Park and Ride incorporate parking for staff and visitors to Derriford Hospital.</p> <p>This was emailed to Members on 20 May 2010.</p>	25 Jan 2010

## Overview and Scrutiny Management Board







Date/min number	Resolution / Recommendation	Explanation / Minute	Response	Explanation
<p>3 February 2010 Management Board. Minute 80a</p>	<p><u>Resolved</u> that –</p> <p>1. The following recommendations be approved –</p> <p>Customers &amp; Communities OSP recommendations from minutes 57, 58, 60 and 61.</p>	<p>25 January 2010 Customers and Communities OSP.</p> <p><u>Recommended</u> to the Overview and Scrutiny Management Board that –</p> <p>1. the lead for the Events Strategy – Coherent Marketing Strategy (joint task and finish group) is reallocated to the Growth and Prosperity Overview and Scrutiny Panel;</p> <p>2. Councillor McDonald represents the Customers and Communities Overview and Scrutiny Panel on the joint task and finish group.</p> <p><b>Explanation</b> - The Customers and Communities OSP found that there was no events strategy and had some concerns about a possible lack of co-ordination in terms of the advertisement and marketing of events which take place in Plymouth, some investigation is required to find out whether or not there is an issue and whether or not an events strategy is necessary</p>	<p>(Draft response for approval )</p> <p>The Growth and Prosperity Overview and Scrutiny Panel would like clarification on whether the issue is one which still requires investigation and if so would like more specific information the findings of the Customers and Communities OSP.</p>	

Date/min number	Resolution / Recommendation	Explanation / Minute	Response	Explanation
31 March 2010 Management Board	<u>Resolved</u> that the Plympton Area Committee draft minute 58, to approve the recommendation to add the scrutiny of the Community Events and Road Closure Policy to the Growth and Prosperity OSP work programme under CIP 11.	<p><u>Plympton Area Committee – 8 March 2010.</u></p> <p>Minute 58. The Committee received a written report regarding community events and road closures. Questions were raised regarding the current policy, the need for community hosts to take out insurance, health and safety checks and possible costs incurred.</p> <p><u>Recommended</u> Plympton Area Committee request that the Overview and Scrutiny Management Board consider an appropriate panel to scrutinise the current Community Events and Road Closure Policy, specifically with regards to the cost of closing roads for charitable events.</p>		
31 March 2010 Management Board	<u>Resolved</u> that the Customers and Communities OSP recommendation draft minute 79, that the tree strategy is added to the Growth and Prosperity OSP work programme, is approved.	<p><u>29 March 2010 – Customers and Communities OSP</u></p> <p><u>Recommended</u> to the Overview and Scrutiny Management Board that the tree strategy is allocated to the Growth and Prosperity Overview and Scrutiny Panel and is removed from the (Customers and Communities) Panel's work programme.</p> <p><b>Explanation</b> – the Customers and Communities OSP were concerned that there was a back log of work in relation to trees and that further consideration should be given as to whether or not a tree strategy is required</p>	(Draft response for approval ) The Growth and Prosperity Overview and Scrutiny Panel would like clarification on whether the issue is one which still requires investigation and if so would like more specific information the findings of the Customers and Communities OSP	





**Red** = Urgent – item not considered at last meeting or requires an urgent response



The Hoe Foreshore 2010







	<p>Image 1</p> <p>Steps to Pebbleside beach – surface broken Repairs needed along path length</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 2</p> <p>As above image 1</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	
	<p>Image 3</p> <p>As above image 1</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 4</p> <p>Steps to Pebbleside beach – Section of steps missing, repair required</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	

The Hoe Foreshore 2010





	<p>Image 5</p> <p>Steps to Pebbleside beach – section of steps damaged <b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 7</p> <p>Steps below café, edge worn away by winter storm – need to be rebuilt <b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 8</p> <p>As above, also no handrail, need to install one <b>New hand-rail still needed</b></p> <p>→</p>	

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The Hoe Foreshore 2010

	<p>Image 9 Below café, sections of steps damaged and worn away – needs repairing</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 10</p> <p><b>Work Completed</b> ✓</p> <p>As above image 9</p> <p>→</p>	
	<p>Image 11</p> <p>As above image 9</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 12</p> <p>Old sign no longer required – arrange to remove</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	

The Hoe Foreshore 2010

	<p>Image 13</p> <p>Bin damaged by winter storm – needs replacing</p> <p><b>Bin removed</b> ✓</p> <p>←</p>	
	<p>Image 15</p> <p>As above image 14</p> <p>←</p>	
	<p>Image 16</p> <p>As above image 14</p> <p>→</p>	









The Hoe Foreshore 2010

	<p>Image 17</p> <p>As above image 14</p> <p>←</p>	
	<p>Image 18</p> <p>As above image 14</p> <p>→</p>	
	<p>Image 19</p> <p>Two sections of hand rail need to be installed</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 20</p> <p>As above image 19</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	





The Hoe Foreshore 2010

	<p>Image 21</p> <p>As above image 19</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 23</p> <p>Path by fig tree breaking up following winter Storm – needs repair</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 24</p> <p>Seating area damaged by winter storm</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	

The Hoe Foreshore 2010

	<p>Image 25</p> <p>Path damaged below seating area by winter Storm – repairs required</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 26</p> <p>As above image 25</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	
	<p>Image 27</p> <p>No hand rail – danger to public falling onto rocks</p> <p><b>Hand-rail still needed</b></p> <p>←</p>	
	<p>Image 28</p> <p>Steep steps, section of hand rail missing - requires replacing with new</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	

The Hoe Foreshore 2010



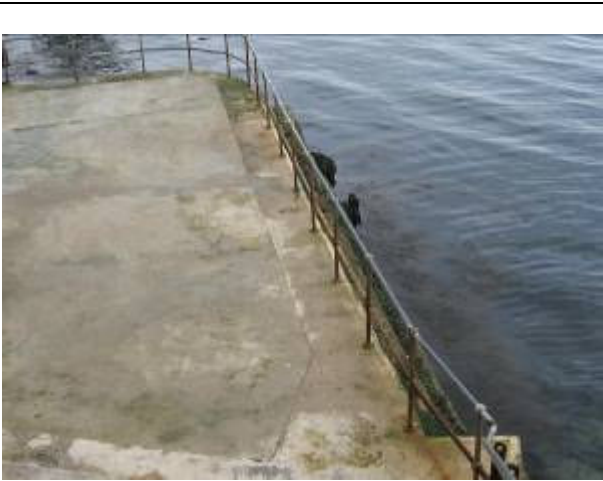

	<p>Image 29</p> <p>Section of steps damaged by winter storm</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 30</p> <p>As above image 29</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	
	<p>Image 31</p> <p>No hand rail – danger to public falling onto Rocks – new hand rail required</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 32</p> <p>Steps badly worn, hand rail missing – close off across the top with new hand rail</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	



The Hoe Foreshore 2010





	<p>Image 33</p> <p>As above image 32</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 34</p> <p>Path and steps below old men's pool store Badly worn following winter storms</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	
	<p>Image 35</p> <p>As above image 34</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 36</p> <p>As above image 34</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	

The Hoe Foreshore 2010

	<p>Image 37</p> <p>Steps side of Leander Hut – hand rail damaged</p> <p><b>Work Completed</b> ✓</p> <p>←</p>	
	<p>Image 38</p> <p>As image 33</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	
	<p>Image 39</p> <p>Old men's pool now filled in – hand rail rusty and loose in ground, water collecting on new surface as not level</p> <p><b>Hand-rail repaired, water still collecting.</b></p> <p>←</p>	
	<p>Image 40</p> <p>As above image 39</p> <p>→</p>	





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	<p>Image 41</p> <p>As above image 39</p> <p>←</p> <p>Image 42</p> <p>Seat above old men's pool, drop onto rocks</p> <p><b>Hand-rail installed</b> ✓</p> <p>→</p>	
	<p>Image 43</p> <p>As above image 42</p> <p><b>Hand-rail installed</b> ✓</p> <p>←</p> <p>Image 44</p> <p>As above image 42</p> <p><b>Hand-rail installed</b> ✓</p> <p>→</p>	









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	<p>Image 45</p> <p>Steps down to old men's pool – no hand rail</p> <p><b>Hand-rail installed</b> ✓</p> <p>←</p> <p>Image 46</p> <p>Old men's pool water collecting on surface</p> <p>→</p>	
	<p>Image 47</p> <p>Worn steps by men's pool</p> <p><b>Steps repaired</b> ✓</p> <p>←</p> <p>Image 48</p> <p>Men's pool sign no longer required – remove</p> <p><b>Work Completed</b> ✓</p> <p>→</p>	







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	<p>Image 49</p> <p>As above image 48</p> <p><b>Signs removed</b> ✓</p> <p>←</p>	
	<p>Image 50</p> <p>As above image 48</p> <p><b>Signs removed</b> ✓</p> <p>→</p>	
	<p>Image 51</p> <p>Path breaking up</p> <p><b>Path repaired</b> ✓</p> <p>←</p>	
	<p>Image 52</p> <p>As above image 51</p> <p><b>Path repaired</b> ✓</p> <p>→</p>	

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	<p>Image 53</p> <p>Old shelter by baby pool, sign out of date and shelter being used for anti social behaviour, making fires, bottle smashing etc  <b>Shelter now closed off sign still to remove.</b></p> <p>←</p>	
	<p>Image 55</p> <p>Diving platform, sharp bolts exposed at base, structure target for anti social behaviour - children still able to access even with cage.</p> <p><b>Diving platform gone ✓</b></p> <p>←</p>	
	<p>Image 56</p> <p>As above image 55</p> <p><b>Diving platform gone ✓</b></p> <p>→</p>	

The Hoe Foreshore 2010

	<p>Image 57</p> <p>Baby pool, steep walls breaking up, valve broken, sharp edges, glass bottles smashed in base during summer period</p> <p><b>Pool filled in</b> ✓</p> <p>←</p>	
	<p>Image 58</p> <p>As above image 57</p> <p><b>Pool filled in</b> ✓</p> <p>→</p>	
	<p>Image 59</p> <p>As above image 57</p> <p><b>Pool filled in</b> ✓</p> <p>←</p>	
	<p>Image 60</p> <p>Path at rear of baby pool breaking up badly</p> <p><b>Path repaired</b> ✓</p> <p>→</p>	

The Hoe Foreshore 2010

	<p>Image 61 Outer wall around Tinside Pool and steps to it, no hand rail and drop onto rocks <b>Hand-rail installed</b> ✓</p> <p>←</p> <hr/> <p>Image 62 As above image 61 <b>Area now fenced off</b> ✓</p> <p>→</p>	
	<p>Image 63 Steps at back of baby pool, no hand rail <b>Hand-rail installed</b> ✓</p> <p>←</p> <hr/> <p>Image 64 As above image 63 <b>Hand-rail installed</b> ✓</p> <p>→</p>	







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	<p>Image 65</p> <p>Top of steps breaking out</p> <p><b>Area repaired</b> ✓</p> <p>←</p> <p>Image 66</p> <p>No hand rail on steps</p> <p><b>Hand-rail still needed</b></p> <p>→</p>	
	<p>Image 67</p> <p>Signs no longer needed now that men's pool has gone – remove</p> <p><b>Signs removed</b> ✓</p> <p>←</p> <p>Image 68</p> <p>As above image 67</p> <p><b>Signs removed</b> ✓</p> <p>→</p>	





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	<p>Image 69</p> <p>Steps down into colonnade – edge of steps wearing – close for use.</p> <p><b>Area still wearing, needs further inspection</b></p> <p>←</p> <hr/> <p>Image 70</p> <p>As above image 69</p> <p>→</p>	
	<p>Image 71</p> <p>Path below colonnade breaking up</p> <p><b>Path repaired ✓</b></p> <p>←</p> <hr/> <p>Image 72</p> <p>Pier men's steps badly damaged in winter storm</p> <p><b>Pier repaired ✓</b></p> <p>→</p>	





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	<p>Image 73</p> <p>As above image 72</p> <p><b>Pier repaired</b> ✓</p> <p>←</p> <p>Image 74</p> <p>As above image 72</p> <p><b>Pier repaired</b> ✓</p> <p>→</p>	
	<p>Image 75</p> <p>As above image 72</p> <p><b>Pier repaired</b> ✓</p> <p>←</p> <p>Image 76</p> <p>As above image 72</p> <p><b>Pier repaired</b> ✓</p> <p>→</p>	

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	<p>Image 77</p> <p>As above image 72</p> <p><b>Pier repaired</b> ✓</p> <p>←</p> <hr/> <p>Image 78</p> <p>Steps damaged following winter storm - no hand rail</p> <p><b>Steps Repaired</b> ✓</p> <p><b>Hand-rail still needed</b></p> <p>→</p>	
	<p>Image 79</p> <p>Steps into sea damaged and worn by winter storm</p> <p><b>Steps Repaired</b> ✓</p> <p>←</p> <hr/> <p>Image 80</p> <p>As above image 79</p> <p><b>Steps Repaired</b> ✓</p> <p>→</p>	

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	<p>Image 81</p> <p>As above image 79</p> <p><b>Steps Repaired</b> ✓</p> <p>←</p> <hr/> <p>Image 82</p> <p>Drain cover raised, trip hazard</p> <p><b>Work completed</b> ✓</p> <p>→</p>	
	<p>Image 83</p> <p>Hand rails missing following winter storm</p> <p><b>Still need replacing</b></p> <p>←</p> <hr/> <p>Image 84</p> <p>As above image 83</p> <p><b>Still need replacing</b></p> <p>→</p>	





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	<p>Image 85</p> <p>Wall brackets sticking out at head height - need removing</p> <p><b>Work completed</b> ✓</p> <p>←</p>	
	<p>Image 87</p> <p>As above image 86</p> <p><b>Work completed</b> ✓</p> <p>←</p>	
	<p>Image 88</p> <p>Wall breaking up following winter storm - needs repairing</p> <p><b>Work completed</b> ✓</p> <p>→</p>	





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	<p>Image 89</p> <p>Steps damaged following winter storm, also no hand rail</p> <p><b>Steps repaired</b> <b>Hand-rail still needed</b></p> <p>←</p> <hr/> <p>Image 90</p> <p>Surface of wall breaking out, needs repairing before more comes out</p> <p><b>Work completed</b> ✓</p> <p>→</p>	
	<p>Image 91</p> <p>Steps into sea, hand rail missing</p> <p><b>Hand-rail replaced</b> ✓</p> <p>←</p> <hr/> <p>Image 92</p> <p>Sea wall badly cracked</p> <p><b>Wall repaired</b> ✓</p> <p>→</p>	

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The Hoe Foreshore 2009

	<p>Image 93</p> <p>Roof of old store falling in on itself</p> <p><b>Roof repaired</b> ✓</p> <p>←</p> <p>Image 94</p> <p>As above image 93</p> <p><b>Roof repaired</b> ✓</p> <p>→</p>	
	<p>Image 95</p> <p>Raised walkway held up by acro props need major work to repair</p> <p><b>Props still in place, needs major repair</b></p> <p>←</p> <p>Image 96</p> <p>As above image 95</p> <p>→</p>	



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The Hoe Foreshore 2009

	<p>Image 97</p> <p>Steps and sea walls to left of Tinside pool</p> <p><b>Work completed</b> ✓</p> <p>←</p>	
	<p>Image 99</p> <p>As above image 97</p> <p><b>Area still worn</b></p> <p>←</p>	
	<p>Image 100</p> <p>As above image 97</p> <p><b>Area still worn</b></p> <p>→</p>	

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	<p>Image 101</p> <p>As above image 97</p> <p><b>Area repaired</b> ✓</p> <p>←</p>	
	<p>Image 102</p> <p>As above image 97</p> <p><b>Area repaired</b> ✓</p> <p>→</p>	

	<p>Image 103</p> <p>Hand rails very rusty</p> <p><b>Hand rail needs replacing</b></p> <p>←</p>	
	<p>Image 104</p> <p>Steps need repairing</p> <p><b>Work completed</b> ✓</p> <p>→</p>	





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	<p>Image 105</p> <p>As above image 104</p> <p><b>Work completed</b> ✓</p> <p>←</p> <hr/> <p>Image 106</p> <p>As above image 104</p> <p><b>Work completed</b> ✓</p> <p>→</p>	
	<p>Image 107</p> <p>Hand rail missing, steps need repairing</p> <p><b>Still needs sorting</b></p> <p>←</p> <hr/> <p>Image 108</p> <p>Steps need repairing</p> <p><b>Work completed</b> ✓</p> <p>→</p>	









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	<p>Image 109</p> <p>As above image 108</p> <p><b>Not repaired yet, monitoring it</b></p> <p>←</p> <hr/> <p>Image 110</p> <p>Sea wall badly damaged</p> <p><b>All repaired</b> ✓</p> <p>→</p>	
	<p>Image 111</p> <p>As above image 110</p> <p><b>All repaired</b> ✓</p> <p>←</p> <hr/> <p>Image 112</p> <p>Steps to shelter are breaking up</p> <p><b>Been repaired</b> ✓</p> <p>→</p>	





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	<p>Image 113</p> <p>As above image 112</p> <p><b>Work completed</b> ✓</p> <p>←</p>	
	<p>Image 114</p> <p>Steps to beach hand rail very rusty</p> <p><b>New hand-rail fitted</b> ✓</p> <p>→</p>	
	<p>Image 115</p> <p>Base of sea wall starting to be undermined by the sea</p> <p><b>All repaired</b> ✓</p> <p>←</p>	
	<p>Image 116</p> <p>Top of sea wall starting to break out and hand rails very rusty</p> <p><b>Sea wall repaired</b> ✓</p> <p><b>Hand-rail needs attention</b> →</p>	

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	<p>Image 117</p> <p><u>As above image 116</u></p> <p>←</p> <hr/> <p>Image 118</p> <p><u>As above image 116</u></p> <p>→</p>	
	<p>Image 119</p> <p>As above image 116</p> <p><b>All re-pointed</b> ✓</p> <p>←</p> <hr/> <p>Image 120</p> <p>As above image 116</p> <p><b>Further damage has now occurred here major repair now needed</b></p> <p>→</p>	





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	<p>Image 121</p> <p>Sea wall and steps breaking up</p> <p><b>All repaired</b> ✓</p> <p>←</p> <hr/> <p>Image 122</p> <p>Old fence now not needed that extension pier repaired</p> <p><b>Fence has been left for time being following further sea damage</b></p> <p>→</p>	
	<p>Image 123</p> <p>Sea wall and steps breaking up</p> <p><b>Work completed</b> ✓</p> <p>←</p> <hr/> <p>Image 124</p> <p>As above image 123</p> <p><b>Work completed</b> ✓</p> <p>→</p>	

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	<p>Image 125</p> <p>Steps breaking up</p> <p><b>Work completed</b> ✓</p> <p>←</p> <hr/> <p>Image 126</p> <p>As above image 125</p> <p><b>Work completed</b> ✓</p> <p>→</p>	
	<p>Image 127</p> <p>As above image 125</p> <p><b>Work completed</b> ✓</p> <p>←</p> <hr/> <p>Image 128</p> <p>As above image 125</p> <p><b>Work completed</b> ✓</p> <p>→</p>	





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	<p>Image 129</p> <p>Wall below Madeira Road, sections of stones becoming loose</p> <p><b>Work completed</b> ✓</p> <p>←</p> <p>Image 130</p> <p>Section of steps breaking up, hand rail missing</p> <p><b>Work completed</b> ✓</p> <p>→</p>	
	<p>Image 131</p> <p>As above image 130</p> <p><b>Work completed</b> ✓</p> <p>←</p> <p>Image 132</p> <p>Sea ladder badly damaged</p> <p><b>Work completed</b> ✓</p> <p>→</p>	

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The Hoe Foreshore 2010

	<p>Image 133</p> <p>Path and wall breaking up</p> <p><b>Work completed</b> ✓</p> <p>←</p>	
	<p>Image 134</p> <p>As above image 133</p> <p><b>Work completed</b> ✓</p> <p>→</p>	

	<p>Image 135</p> <p>Hand rail missing, chance of falling into sea</p> <p><b>Hand-rail now fitted</b> ✓</p> <p>←</p>	
	<p>Image 136</p> <p>Steps collapsed, hand rail missing</p> <p><b>Steps repaired</b> ✓ <b>Hand-rail to be fitted</b></p> <p>→</p>	

Plymouth City Council – Risk Assessment March Review

The Hoe Foreshore 2010

	<p>Image 137</p> <p>Steps breaking up, joints gone</p> <p><b>Work completed</b> ✓</p> <p>←</p> <hr/> <p>Image 138</p> <p>As above image 137</p> <p><b>Work completed</b> ✓</p> <p>→</p>	
	<p>Image 139</p> <p>Edge of steps worn, hand rail missing</p> <p><b>Work completed</b> ✓</p> <p>←</p>	



**CITY OF PLYMOUTH**

**Subject:** Operational Risk Management Update Report

**Committee:** Audit Committee

**Date:** 11<sup>th</sup> December 2009

**Cabinet Member:** Cllr Bowyer

**CMT Member:** Director of Corporate Support

**Author:** Mike Hocking, Corporate Risk Manager

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Tel : 01752 - 304967

**Ref:** CRM/MJH

**Part:** I

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**Executive Summary:**

At the meeting of the Audit Committee on 18<sup>th</sup> December 2008, I reported that Services were engaged in a revision to their Operational Risk Registers in order to identify and align risks with their Business Plans in accordance with new guidelines on operational risk management introduced as part of the 2008/9 Business Planning guidance document "Striving for Excellence".

This revised approach, together with a supporting guide for managers, "Risk Management and Business Planning", was endorsed and approved by this Committee on 25<sup>th</sup> January 2008.

This report now outlines the continuing progress being made across Services in delivering Operational Risk Registers based on this approach.

The total number of operational risks now reported across all services is 127, comprising 2 high (red) risk, 75 medium (amber) risks and 50 low (green) risks.

Commentary on the high risk areas is included in the report together with details of control actions/mitigation in place.

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**Corporate Plan 2009/12:**

Operational Risk Registers are now being aligned to Business Plan objectives which are in turn linked to the Corporate Plan and Corporate Improvement Priorities. This ensures that appropriate links are identified with individual risks where control action contributes to the delivery of a key corporate objective.

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

None arising specifically from this report but control measures identified in risk registers could have financial or resource implications.

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

None arising specifically from this report but community safety and health and safety risks are taken into account in the preparation of risk registers.

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**Recommendations & Reasons for recommended action:**

The Audit Committee is recommended to:

- Note the current position with regard to operational risk management.
- 

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

Effective risk management processes are an essential element of internal control and as such are an important element of good corporate governance. For this reason alternative options are not applicable.

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**Background papers:**

Plymouth City Council Risk Management Strategy and Policy Statement  
Operational Risk Registers and associated working papers  
“Risk Management and Business Planning” Guidance Note, January 2008  
Previous reports on risk management to Audit Committee

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**Sign off:**

Head of Fin	SW	Head of Leg	DVS 1076	Head of HR		Head of AM		Head of IT		Head of Strat Proc	
Originating SMT Member : David Shepperd, Head of Legal Services											

**Report of Director of Corporate Support to Audit Committee  
11<sup>th</sup> December 2009**

**Operational Risk Management Update Report**

**1. Introduction**

- 1.1 At the meeting of the Audit Committee on 18 December 2008, I reported that Services were engaged in a revision to their Operational Risk Registers in order to identify and align risks with their Business Plans in accordance with new guidelines on operational risk management introduced as part of the 2008/9 Business Planning guidance document “Striving for Excellence”.
- 1.2 This revised approach, together with a supporting guide for managers, “Risk Management and Business Planning”, was endorsed and approved by this Committee on 25<sup>th</sup> January 2008.
- 1.3 This report now outlines the continuing progress being made across Services in delivering Operational Risk Registers.
- 1.4 The total number of operational risks now being reported across all services is 127, comprising 2 high (red) risks 75 medium (amber) risks and 50 low (green) risks.
- 1.5 The report includes commentary on the high risk areas identified together with details of control actions/mitigation.

**2. Background**

- 2.1 The Council’s approach to risk management is judged annually through the Use of Resources assessment as part of its Comprehensive Area Assessment (CAA).
- 2.2 Key Line of Enquiry 4.1 of the Use of Resources assessment (“The Council manages its significant business risks”) includes at Level 4:  
  
*“The Council can demonstrate that it has embedded risk management in its business processes, including strategic planning and policy making and review...”*
- 2.3 As this KLOE will be a mandatory Level 3 requirement (down from 4) in future Use of Resources assessments, it is important that operational risks in departmental Business Plans are identified and linked to key Service objectives if the Council is to retain its current score.
- 2.4 The good progress made towards this objective outlined in this report should provide Members with assurance that operational risks are now being

identified effectively, mitigation actions put in place and Operational Risk Registers monitored routinely alongside the delivery of Business Plan objectives.

### **3. Operational Risk Registers and Analysis of Risks Identified**

**3.1** Departmental Risk Champions have made good progress embedding the risk management process to enable service level Operational Risk Registers to be brought in line with the new guidance "Risk Management and Business Planning".

**3.2** In drawing up their Business Plans, Heads of Service are now asked to identify risks that may prevent them from delivering on their key service objectives and, by monitoring these risks on a regular basis at management team meetings, will be tracking the effectiveness of mitigation controls.

**3.3** As the risk identification process includes quantification through a probability/impact assessment, Services should also be able to identify key risks and prioritise resources more effectively.

**3.4** Risks are also being linked where appropriate with the 13 Corporate Improvement Priorities and in this way monitoring of operational business risks will be directly contributing to the delivery of corporate objectives.

**3.5** Risks will need to be reviewed in those areas that are affected by the senior management re-structure.

**3.6** All Services have therefore now either completed new Operational Risk Registers or, where affected by the Management re-structure, are reporting work in progress in line with development of their Business Plans.

**3.7** An update across directorates is provided below:

- **Children's Services**

The Business Plan for Children's Services is the "Children's and Young People's Trust Plan" (CYP Trust). An Operational Risk Register has been drawn up which identifies significant risks to the delivery of the 10 priorities under the "Every Child Matters" outcomes identified in the Plan. The Register is divided into four main categories of risk – Lifelong Learning / Commissioning, Policy and Performance, Learner and Family Support and Children's Social Care.

Risks are reviewed quarterly by DMT with a yearly review to ensure the Register continues to identify relevant risks to the delivery of the CYP Trust Plan objectives.

- **Development**



Following the recent restructure within the department a review is now taking place of the new performance reporting mechanism to DMT. Members of DMT have risks “bookmarked” in the performance management system – ePerform so that they can review risks at any time. DMT has reviewed all risks including those relating to the Corporate Improvement Priorities. The Department are beginning to look at ways of working across services where risks are identified as having a cross-cutting role.

- **Community Services**

Key operational risks are integrated into the directorate’s Business Plan Monitoring Framework and risks are linked where appropriate to the Corporate Improvement Priorities and are reviewed in each Service area as a standard six monthly agenda item on SMT meetings which the Department Risk Champion attends to ensure the process is embedded. The recent restructure and transfer of Housing Stock to Plymouth Community Homes has resulted in a reduction in the number of risks recorded.

- **Assistant Chief Executive**

Whilst Business Plans have been drawn up for individual Services, existing operational risks have not been fully aligned with key service objectives. Further work is being undertaken to fully embed the Risk Management process in the Department following changes to functional responsibilities resulting from the senior management restructure.

- **Corporate Support**

Operational Risk Registers for Revenues and Benefits and Legal Services, have been reviewed and refreshed in line with 2009/10 Business Plans, threats to the delivery of key service objectives have been identified and links made with the Corporate Improvement Priorities. Risks will be reviewed regularly at DMTs as part of the monitoring of the delivery of Business Plans. The Finance Service register links risks to core business activities and key priorities for the Finance Service. The Risk Champion meets individually with risk owners to review core business risks and their mitigating actions, review the relevancy of previous risks and inform of any emerging risks. All risks are then reviewed quarterly at Finance Management Team (FMT). Human Resources and ICT maintain and monitor operational risk registers but further work is ongoing to fully align risks with business plans.

**3.8** The table below shows the total number of risks now identified in operational risk registers across the Council and shows the comparison with the last monitoring period:

<b>Risk Category</b>	<b>No. of Risks – June 2009</b>	<b>No. of Risks – Dec 2009</b>
Red (High)	1	2
Amber (Medium)	74	75
Green (Low)	106	50
<b>Total</b>	<b>181</b>	<b>127</b>

3.9 The reduction in the total number of risks is primarily due to the transfer of the Housing Stock to Plymouth Community Homes.

#### 4. Red Risks

4.1 The “red” risk identified in June 09 has now been reduced to “amber” and information on this and the 2 new red risks is given below:

Department	Potential Risk	Mitigation
<b>AMBER RISK (formerly Red)</b>  Community Services – Parks	Condition of Hoe Foreshore – further capital investment needed to carry out additional health and safety improvements.	Scrutiny Panel appointed. Updated Risk Assessment and action plan has been drawn up with the H & S team and £406,000 of work implemented to carry out Health & Safety improvements. Tinside Diving Stage to be demolished.

Department	Potential Risk	Mitigation
<b>NEW RED RISK</b>  Community Services – Safer Communities	Reduction/withdrawal of grant funding for Community Safety commissioning.	Investigating other sources of funding.
<b>NEW RED RISK</b>  Children’s Services	Inability of Carefirst to meet business requirements in terms of changes to service provision.	Project plan initiated which will scope the full impact of Carefirst. Detailed project risk register in place.

#### 5. Risk Register Information

5.1 Risk Registers include mitigation actions/controls for all risks identified together with a named risk owner in each case in order to aid monitoring which is being built into the business plan monitoring framework in each service.

5.2 Risk information is being recorded on the corporate performance management system, ePerform, using the risk management reporting module and the quality of the data has improved over the past 12 months.

5.3 More detailed information on individual Services’ risk registers can be obtained from departmental risk champions, Heads of Service or the Corporate Risk Manager.

**6. Update of Risk Management Strategy**

- 6.1 Work is underway to revise the current Risk Management Strategy to ensure that it continues to reflect current structures and processes.
- 6.2 A revised draft has been discussed and agreed by the Operational Risk Management Group and is now being consulted on with key stakeholders prior to presentation to the next meeting of this Committee.

**7. Directorate Presentations on Management of Operational Risk**

- 7.1 Following a proposal which was discussed and agreed at Audit Committee on 25<sup>th</sup> September 2009, directorate representatives will be invited to attend this Committee on a rotational basis to present on how risk management is being embedded within their Department.
- 7.2 The Department for Community Services will be presenting their approach at today's meeting.

**8. Risks and the Budget & Performance Report**

- 8.1 Department Risk Champions have been asked to provide a completed register template on emerging red risks within their department to the Corporate Risk Manager as soon as information is available so that the detail can be included in the bi-monthly Budget & Performance report, rather than wait until the 6 monthly formal monitoring.
- 8.2 This is to ensure that any budgetary implications can be identified at an early stage.

**9. Conclusion**

- 9.1 The Council's success in dealing with the risks it faces can have a major impact on the achievement of key promises and objectives and ultimately, therefore, on the level of service to the community.
- 9.2 The new approach to operational risk management now being developed is very much focussed on improving the ability of Services to manage those risks that may prevent them from delivery of their Business Plans – this in turn should in time impact positively on outcomes for citizens and, if fully implemented as a routine business practice, will go a long way towards meeting the risk management requirements of the new inspection framework for Comprehensive Area Assessment.
- 9.3 One of the roles of the Audit Committee is to seek and receive assurances that the Council has an effective internal control framework in place which includes arrangements for the management of risk at both strategic and

operational level.

**9.4** This update report confirms that operational risks are now being identified across Services with much clearer links to Business Plan objectives.

**9.5** The Operational Risk Management Group is continuing to work with departmental Risk Champions to maintain the good progress to date and to further develop consistent application of risk management considerations in core business processes.

**9.6** A further progress report will be brought to Audit Committee in June 2010.

**10. Recommendation**

**10.1** Members of the Audit Committee are invited to note the current position with regard to operational risk management.

PLYMOUTH CITY COUNCIL OPERATIONAL RISK REGISTER - COMPOSITE LIST  
Summary by Risk Rating

ROW NO	DEPT RISK REF	DEPT	POTENTIAL RISKS IDENTIFIED	PREVIOUS RESIDUAL RISK RATING May 09	CURRENT RESIDUAL RISK RATING Nov-09	MOVEMENT IN RISK SCORE	COMMENTS
2	Safer Comm	Comm Ser	Insufficient external funding for Community Safety commissioning	3	5	15	COMMENTS NOV 09: Risk of insufficient funding has increased due to reduction in external funding sources.
3	CPP4	CHILD/SER	Inability of Carefirst to meet business requirements of changes to service provision.	New	4	5	COMMENTS NOV 09: Project Manager appointed and Project Plan in place which has scoped the full impact of Carefirst. Accountabilities through SFCYP, ICT and CMT. Detailed Project Risk Register in place.
1	13	Dev	LHC not agreed as a priority for funding as part of the Single Conversation and Local Investment	New	4	4	COMMENTS NOV 09: The benefits of establishing a Local Housing Company have been articulated as part of the development of our Local Investment Plan. It seeks to identify the LHC as one of our key investment priorities. A first draft LIP has been prepared and workshops with key stakeholders are planned for December to agree a draft LIP by 31.12.09
4		Rev	Economic Downturn affecting Council Tax collection	4	4	16	
5	5	PED / Corp Support	Failure to deliver the Accommodation Strategy	New	4	4	16
6	6	PED / Corp Support	Unable to fully rationalise Corporate Estate	New	4	4	16
7	8	PED / Corp Support	Missed opportunity for maximising Capital receipts (schools)	New	4	4	16
8	9	PED / Corp Support	Inability to continue service (Building cleaning & Caretaking) due to increase in costs	New	4	4	16
9	4c	Legal	Acting on results of staff survey / communication training.	4	4	16	
10	6	Dev	Government mortgage rescue pilot scheme	New	4	4	16
11	14	Dev	Ability to meet requirements of private sector housing legislation	New	4	4	16
12	6	Comm Ser	Maintaining the Hoe Foreshore in an appropriate condition.	4	5	20	
13	Libraries/Museums	Comm Ser	Identifying a new building for the Records Office.	4	4	16	
14	Libraries/Museums	Comm Ser	Compliance with national standards e.g. Libraries, Museums Registration, Transforming Youth Work.	4	4	16	
15	Leisure	Comm Ser	Establish and agree a management agreement and lease with the Devonport Community Leisure Trust, for Brickfields sport and recreation	4	4	16	
16	Mt Edgcombe	Comm Ser	Coastal Erosion	4	4	16	
17	Libraries/Museums	Comm Ser	Reduction in Renaissance in the Regions funding	5	3	15	
18	LFS 4	CHILD/SER	Inaccurate pupil number forecast in school admissions	New	4	4	16
19	LFS 5	CHILD/SER	Not meeting statutory requirement for 25 hours education	New	4	4	16

PLYMOUTH CITY COUNCIL OPERATIONAL RISK REGISTER - COMPOSITE LIST  
Summary by Risk Rating

ROW NO	DEPT RISK REF	DEPT	POTENTIAL RISKS IDENTIFIED	PREVIOUS RESIDUAL RISK RATING		CURRENT RESIDUAL RISK RATING		MOVEMENT IN RISK SCORE	COMMENTS
				May 09	* P * I	Nov-09	* P * I		
20	1a	Legal	Ensuring adequate feedback / communication to team on Service's Business priorities.	3	5	3	5	15	
21	1c	Legal	Ensuring regular monitoring of service quality delivery at highest management level.	3	5	3	5	15	
22		ICT	Insufficient number of staff/skill sets to fulfill essential tasks and new projects.	3	5	3	5	15	
23	9	ICT	Ensuring adequate notification of leavers & joiners.	5	3	5	3	15	
24	15	Dev	Inadequate or unstable funding for regeneration programmes	New		3	5	15	
25	16	Dev	Poor homeless service/increasing homelessness	New		5	3	15	
26	5	Comm Ser	Maintaining safe playgrounds and parks environment.	3	5	3	5	15	
27	CSL	Comm Ser	Inadequate Project Management / Insufficient capacity	New		3	5	15	
28	CSL	Comm Ser	Cancellation of Events	2	5	3	5	15	
29	LFS 6	CHILD/SER	Insufficient support arrangements for children with autistic spectrum disorder	New		3	5	15	
30	CSC 1	CHILD/SER	Dramatic increase in acses and those subject to protection plans as a result of Baby P	New		3	5	15	
32	LFS	CHILD/SER	Funding of free school meals	1	2	3	5	15	
32		Rev	Budget pressures	4	4	3	4	12	
33		Rev	Change Management	3	4	3	4	12	
34	7	PED / Corp Support	Failure to implement new financial legislation (IFRS) alongside current re-valuation workload	New		3	4	12	
35	3	PED / Corp Support	Ensuring suitable comprehensive property database.	3	4	3	4	12	
36	4	PED / Corp Support	No electronic accounts link for validation and payment of energy bills electronically	4	3	4	3	12	
37	1h	Legal	Lack of resources and funding to monitoring service delivery at highest Management level.	3	4	3	4	12	
38	1b	Legal	Failure of other Service users to sign up to service delivery	3	4	3	4	12	
39	2a	Legal	Obtaining co-operation from other Local Authorities in exchange of benchmarking data to help improve efficiency in Legal Services provision -	3	4	3	4	12	
40	2c	Legal	Obtaining co-operation from other authorities to help improve efficiency in Coronial Service provision.	3	4	3	4	12	
41	4b	Legal	Senior Management training.	3	4	3	4	12	
42	4d	Legal	Lack of training in staff appraisals.	3	4	3	4	12	
43	2d	Legal	Review of Risk Management Strategy	3	4	3	4	12	

PLYMOUTH CITY COUNCIL OPERATIONAL RISK REGISTER - COMPOSITE LIST  
Summary by Risk Rating

ROW NO	DEPT RISK REF	DEPT	POTENTIAL RISKS IDENTIFIED	PREVIOUS RESIDUAL RISK RATING May-09	CURRENT RESIDUAL RISK RATING Nov-09	MOVEMENT IN RISK SCORE	COMMENTS
44		ICT	Information Governance	* P 3 4	* P 3 4	12	
45	1	Fin Serv	Need to address clarity in capital programme approvals process.	3 4	3 4	12	
46	2	Fin Serv	Ensuring payments & invoices are made to clients & providers within 30 days.	4 3	4 3	12	
47	11	Fin Serv	Setting a robust and balanced budget in a timely manner	3 4	3 4	12	
48		Fin Serv	Corporate impact of major services, which are transferred or externalised and managing the impact on the service.	3 4	3 4	12	
49		Fin Serv	Managing issues and risks pre and post Housing Stock Transfer	3 4	3 4	12	
50	7	Fin Serv	VFM / Failure to identify and achieve Finance Service efficiency action plan.	3 3	4 3	12	
51		Fin Serv	Risk of Payroll not running into monthly automatic GL reports	2 2	4 3	12	
52	12	Dev	Reduced return (Income/Financial) from our property investments	4 3	4 3	12	
53	11	Dev	Maintaining a safe highway network to minimise claims.	3 4	3 4	12	
54	24	Dev	Insufficient funds to prepare for Eastern Corridor Major Schemes bid beyond 2008	3 4	4 3	12	
55	25	Dev	Reduction in Central Government Funding for LTP/Major Transport Schemes	3 3	3 4	12	
56	17	Dev	Shortage of affordable social housing	New	3 4	12	
57	18	Dev	Inadequate revenue funding General Fund	New	3 4	12	
58		Comm Ser	Credit crunch impact on world recycling markets reducing recycling rates and income	4 4	3 4	12	
59	13	Comm Ser	Historical cemetery and crematoria registers	3 5	3 4	12	
60	13	Comm Ser	Major pollution incident at Chelson Meadow	3 4	3 4	12	
61	2	Comm Ser	Tree management.	3 4	3 4	12	
62		Comm Ser	Meeting PFI/OBC recycling and composting targets	3 4	3 4	12	
63	3	Comm Ser	Business continuity planning across SSD in the event of loss of IT systems.	4 3	4 3	12	
64	GMP2	Comm Ser	Disabled facilities grant funding availability.	3 4	3 4	12	
65	PF6	Comm Ser	Carefirst (OLM) ownership and implementation	3 4	3 4	12	
66	SMILC1	Comm Ser	Carefirst Version control	3 4	3 4	12	
67	ES	Comm Ser	Unsupported software for Crematoriums at Eford and Weston Mill	New	3 4	12	

PLYMOUTH CITY COUNCIL OPERATIONAL RISK REGISTER - COMPOSITE LIST  
Summary by Risk Rating

ROW NO	DEPT RISK REF	DEPT	POTENTIAL RISKS IDENTIFIED	PREVIOUS RESIDUAL RISK RATING May 09	CURRENT RESIDUAL RISK RATING Nov-09	MOVEMENT IN RISK SCORE	COMMENTS		
68	CSL	Comm Ser	Sustainability of Schools Library Service	New	3	12			
69	CPP1	CHILDSER	Swine Flu Pandemic	New	3	12			
70	LFS1	CHILDSER	Implementation of CAF and Lead Professional after grant funding ceases	2	5	10	↗		
71	LLL 4	CHILDSER	Decrease in standards funds for Primary and Secondary funding.	New	3	4	12		
72	LLL2	CHILDSER	Adult learning service ceasing to exist	3	3	9	12		
73	LLL 3	CHILDSER	Duty to deliver childcare act 2006	3	3	9	12		
74	PP6	CHILDSER	Compliance with Statutory Reporting Functions	2	4	8	12		
75	PP7	CHILDSER	Ensuring Business Objects Publisher is compliant	2	4	8	12		
76	LLL/LFS 4	CHILDSER	Recruitment & retention process for staff on teaching terms and conditions	1	2	2	3	4	12
77		Revs	Failure of Lean Systems Thinking Programme	2	5	10	2	5	10
78	1	PEP / Corp Support	Asbestos management arrangements (Corporate).	2	5	10	2	5	10
79	1	ICT	Misuse of IT equipment or information.	2	5	10	2	5	10
80	7	ICT	Compromised availability of single data centre	1	5	5	2	5	10
81	5	Dev	Lack of private sector interest in the local housing company	New			2	5	10
82	Safer Comm	Comm Ser	Methane Gas build up in the pump and surrounding area of the inspection hatch at The Ride	New			2	5	10
83	CSL	Comm Ser	Vandalism to existing facilities/sites	3	5	15	2	5	10
84	Libraries/Mu seums	Comm Ser	Security of collections	2	5	10	2	5	10
85	Libraries/Mu seums	Comm Ser	Health & Safety - Staff & Customers.	2	5	10	2	5	10
86	Libraries/Mu seums	Comm Ser	Replacing Library Management System.	2	5	10	2	5	10
87	Libraries/Mu seums	Comm Ser	Condition of buildings & facilities.	2	5	10	2	5	10
88	Mt Edgcombe	Comm Ser	Sudden Oak Death	5	2	10	5	2	10
89	Mt Edgcombe	Comm Ser	Ensuring Heritage Project meets agreed outcomes	2	5	10	2	5	10
90	LFS 3.4	CHILDSER	Delivering IDS for Children and Families - Information	2	5	10	2	5	10
91	LFS 7	CHILDSER	Delays in the delivery of Phase 3 of Children's Centres	New			2	5	10
92	1d	Legal	Ensuring adequate training from ISD to enable a quick and easy who's who reference guide via Web	3	3	9	3	3	9



PLYMOUTH CITY COUNCIL OPERATIONAL RISK REGISTER - COMPOSITE LIST  
Summary by Risk Rating

ROW NO	DEPT RISK REF	DEPT	POTENTIAL RISKS IDENTIFIED	PREVIOUS RESIDUAL RISK RATING		CURRENT RESIDUAL RISK RATING		MOVEMENT IN RISK SCORE	COMMENTS
				May 09	* P * I	Nov-09	* P * I		
93	1g	Legal	Ensuring adequate resources to extended quality assessment form Risk Management Team.	3	3	9	3	9	
94	3a	Legal	Ensuring commitment from Members in constitutional and democratic process	3	3	9	3	9	
95	1e	Legal	Ensuring adequate resources/support from ISD to improve quality case management information and improved more cost effective services	3	3	9	3	9	
96	5	ICT	Dealing with potential failure of telephony.	3	3	9	3	9	
97	3	ICT	Equipment/Application failure.	2	3	6	3	3	↗
98	4	Fin Serv	Ensuring accurate/timely submission of grant claims and government returns.	3	3	9	3	9	
99	5	Fin Serv	Significant impact on Financial System Users from system availability and/or slow response times.	3	3	9	3	9	
100	8	Dev	CPO procedures for Gateway site	New			3	3	9
101	9	Dev	Accessibility Action Plans - partnership	New			3	3	9
102	HSG	Comm Ser	Community tensions/violence	3	5	15	3	3	9
103	2	PED / Corp Support	Programme Maintenance (Corporate).	2	4	8	2	4	8
104	4e	Legal	Lack of trained resources for business continuity planning / risk assessment training.	3	4	12	2	4	8
105	9	Fin Serv	Governance of key partnerships - impact on delivery of shared outcomes and UoR score.	3	4	12	2	4	8
106	10	Fin Serv	Impact on core business of supporting additional and emerging projects / initiatives / CIPS	3	4	12	2	4	8
107	3	Fin Serv	Ensuring accurate information provided to aid decision making.	2	4	8	2	4	8
108	10	Dev	Highways transformational change programme	New			2	4	8
109	11	Dev	Public transport services - partnership	New			2	4	8
110	HSG	Comm Ser	Asylum seekers with a negative decision	4	4	16	4	2	8
111	ASC	Comm Ser	Community safety issues supporting offenders with learning disabilities in the community	2	4	8	2	4	8
112	HSG	Comm Ser	Dealing with potentially violent customers	2	4	8	2	4	8
113	Leisure	Comm Ser	Review and revise the Sports plan and facilities strategy. develop new facility strategy	2	4	8	2	4	8
114	CSL	Comm Ser	Swimming Pools options	2	4	8	2	4	8
115	6	ICT	Asset Management	2	3	6	2	3	6
116	6	Fin Serv	Treasury Management risks arising from either: A. inaccurate cashflow / capital programme monitoring. B. Insecure investments or C. ability to	2	4	8	2	3	6
117	LFS 4	CHILD/SER	Elective Home Educated Pupils	2	5	10	2	3	6
118	4a	Legal	Management training.	1	5	5	1	5	5

PLYMOUTH CITY COUNCIL OPERATIONAL RISK REGISTER - COMPOSITE LIST  
Summary by Risk Rating

ROW NO	DEPT RISK REF	DEPT	POTENTIAL RISKS IDENTIFIED	PREVIOUS RESIDUAL RISK RATING		CURRENT RESIDUAL RISK RATING		MOVEMENT IN RISK SCORE	COMMENTS
				May 09	* P * I	Nov-09	* P * I		
119	1f	Legal	Ensuring service users return feedback forms on external lawyer provision where services engaged.	1	5	1	5		
120	3b	Legal	Member training.	1	5	1	5		
121	2	ICT	Control of projects. (Planning, costs, scheduling).	2	2	2	2		
122	4	ICT	Supplier failure/failure of Strategic Projects.	1	4	1	4		
123	Leisure	Comm Ser	Purchase/Implement new management information system. Set up monitoring, recording and reporting systems for sports division	2	4	1	4		
124	7	Dev	Waste Treatment facility	New		1	3		
125	08	ICT	Physical access & security of computer rooms.	1	2	1	2		
126	Libraries/Museums	Comm Ser	Fraud	2	1	2	1		
127	12	Dev	Financial risk associated with contaminated land	4	4	16	Delete		On Strategic
128	HSG	Comm Ser	Ability to meet requirements of private sector housing legislation	4	4	16	Delete		
129		Comm Ser	Availability of DFG budget to support provision of assessed needs	4	4	16	Delete		
130	ASC	Comm Ser	Delivering the transformational of Adult Social Care through Putting People First framework	4	4	16	Delete		
131	Leisure	Comm Ser	Develop and submit a bid to the football foundation to progress the Manadon Football Development Centre	4	4	16	Delete		
132	HSG	Comm Ser	Funding for regeneration programmes - East End, Eford, Neighbourhood Management in Stonehouse and North Prospect	3	5	15	Delete		
133	HSG	Comm Ser	Potential for shortfall in HRA funding impacting on service delivery	3	5	15	Delete		On Strategic
134		Dev	Delivering sustained and accelerated economic and population growth.	3	5	15	Delete		
135	HSG	Comm Ser	No adequate fire alarm system in Prince Rock Depot	3	5	15	Delete		
136	HSG	Comm Ser	Risk of exposure to asbestos	3	5	15	Delete		
137	HSG	Comm Ser	Poor Homeless Service/ Increasing Homelessness	3	5	15	Delete		
138	HSG	Comm Ser	Revenue funding General Fund	3	4	12	Delete		
139	HSG	Comm Ser	Affordable social housing	3	4	12	Delete		
140	06 S/S	Comm Ser	Managing publicity and consequences arising from Coroner requests for public disclosure/report	3	4	12	Delete		
141	28 CM6	Comm Ser	Implementation of Improvement Plan.	3	4	12	Delete		
142	21	Comm Ser	Transition issues.	3	4	12	Delete		

PLYMOUTH CITY COUNCIL OPERATIONAL RISK REGISTER - COMPOSITE LIST  
Summary by Risk Rating

ROW NO	DEPT RISK REF	DEPT	POTENTIAL RISKS IDENTIFIED	PREVIOUS RESIDUAL RISK RATING May 09	CURRENT RESIDUAL RISK RATING Nov-09	MOVEMENT IN RISK SCORE	COMMENTS
143	SMILC7	Comm Ser	Management of Complaints - current & retrospective.	3	12 Delete		
144	ADCF2	Comm Ser	Learning Disabilities Partnership	3	12 Delete		
145	SMILC6	Comm Ser	Care providers do not accept PCC fee levels	3	12 Delete		
146	SMFP101	Comm Ser	Sustainability of contracts with charitable providers	3	12 Delete		
147	MB5	Comm Ser	Safeguarding	3	12 Delete		
148		Comm Ser	Supporting people - lack of control and monitoring of service provider	3	12 Delete		
149	HSG	Comm Ser	Risk of electric shock when using appliances outside	2	10 Delete		
150	HSG	Comm Ser	Smoke detectors	2	10 Delete		
151	HSG	Comm Ser	Legionella	2	10 Delete		
152	SC	Comm Ser	Extremism leading to support for Terrorists	2	10 Delete		
153	07	Comm Ser	Project Management System	2	10 Delete		
154	SC	Comm Ser	Working conditions and Stress Management	3	9 Delete		
155	Safer Comm	Comm Ser	Unable to fill vacant posts	3	9 Delete		
156	SMILC2	Comm Ser	Adverse Budget Out-turn.	3	9 Delete		
157	BB6	Comm Ser	Management of funding issues (NHS Mental Health Partnership) to achieve income towards gross contracts for Independent Service Users Contracts	3	9 Delete		
158	HSG	Comm Ser	Repairs service - inability to sustain improvements	3	9 Delete		
159	HSG	Comm Ser	Reduction of funding for capital programmes	4	8 Delete		
160	Leisure	Comm Ser	Purchase/Implement new management information system. Set up monitoring, recording and reporting systems for sports division	2	8 Delete		
161	25b	Comm Ser	Operational buildings out of commission.	2	8 Delete		
162	SMIC4	Comm Ser	Potential budget reduction target for domiciliary care not achieved	2	8 Delete		
163	06	Comm Ser	Meeting expected target for percentage of new older clients where assessments completed within 28 days.	2	8 Delete		
164	CSL	Comm Ser	Swimming Pools options	2	8 Delete		

PLYMOUTH CITY COUNCIL OPERATIONAL RISK REGISTER - COMPOSITE LIST  
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165	HSG	Comm Ser	Gas appliance replacement	2 * P 4 * I	8 Delete		
166		Comm Ser	MDA Walking Frame Alert	2 4	8 Delete		
167	CH	Comm Ser	Reduction in Supporting People Grant	2 4	8 Delete		
168	HSG	Comm Ser	Passenger Lifts - Sheltered Accommodation	2 4	8 Delete		
169	ASC	Comm Ser	Community safety issues supporting offenders with learning disabilities in the community	2 4	8 Delete		
170	HSG	Comm Ser	Reduction of funding for capital programmes	4 2	8 Delete		
171	HSG	Comm Ser	Dealing with potentially violent customers	2 4	8 Delete		
172	Leisure	Comm Ser	Review and revise the Sports plan and facilities strategy, develop new facility strategy	2 4	8 Delete		
173	25b	Comm Ser	Operational buildings out of commission.	2 4	8 Delete		
174	SMIC4	Comm Ser	Potential budget reduction target for domiciliary care not achieved	2 4	8 Delete		
175	06	Comm Ser	Meeting expected target for percentage of new older clients where assessments completed within 28 days.	2 4	8 Delete		
176	HSG	Comm Ser	Gas appliance replacement	2 4	8 Delete		
177		Comm Ser	MDA Walking Frame Alert	2 4	8 Delete		
178	CH	Comm Ser	Reduction in Supporting People Grant	2 4	8 Delete		
179	HSG	Comm Ser	Passenger Lifts - Sheltered Accommodation	2 4	8 Delete		
180	18	Comm Ser	Embedding commissioning within Community Care Division.	2 3	6 Delete		
181	03	Comm Ser	Trade Disputes - strikes & work to rule.	2 3	6 Delete		
182	13	Comm Ser	Older People's Strategic Planning & Commissioning	2 3	6 Delete		
183	JG13	Comm Ser	Avoidable death or serious injury to Mental Health Client or caused by Mental Health Client - Staff death in course of duty (violence/stress).	2 3	6 Delete		
184	ORG13	Comm Ser	Ensure integrated approach/cycle for planning, performance & investment.	2 3	6 Delete		
185	JG17	Comm Ser	Developing appropriate services for people with physical and sensory disabilities.	2 3	6 Delete		
186	MG4	Comm Ser	Secure access to supporting people funding promoting options for people with learning disability.	2 3	6 Delete		
187	27e	Comm Ser	Management of fire risks in Council Home for Vulnerable Adults.	1 5	5 Delete		
188	SMIC3	Comm Ser	Disaster recovery.	1 5	5 Delete		
189	ORG11	Comm Ser	Emergency planning capacity/disaggregation issues	1 5	5 Delete		

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190	HSG	Comm Ser	Electrical Testing	* P 1	* P 5 Delete		
191	HSG	Comm Ser	HRA public liability claims	2	4 Delete		
192	Adult SC	Comm Ser	Sensory Task Lamps	1	4 Delete		
193		Comm Ser	Adult Protection - Out of Hours response.	2	2 Delete		
194		Comm Ser	Meeting needs & transition of Aspergers/Autism clients.	2	2 Delete		
195		Comm Ser	Outreach Service.	1	4 Delete		
196	ORG14	Comm Ser	Payment runs and impact on Adult Social Care	2	2 Delete		
197		Comm Ser	Legal/litigation follow statutory intervention, eg. Mental Health Act - alleged failure to protect.	1	3 Delete		
198	PASS3	Comm Ser	Managing rise in reimbursement levels for delayed transfer from acute hospital.	1	3 Delete		
199	ORG2	Comm Ser	Carers service & strategy.	1	2 Delete		
200	LLL1	CHILD/SER	Service Investigations	4	4 Delete		
201	PP1	CHILD/SER	Providing responses within statutory timescales under FOI and DPA	3	5 Delete		
202	PP8	CHILD/SER	Training availability for Emergency Planning Volunteers	3	4 Delete		
203	CSC2	CHILD/SER	ICS - ensuring project plan stays on course	3	4 Delete		
204	LLL6	CHILD/SER	Re-establishment of workforce development and training centre	2	5 Delete		
205	CSC5	CHILD/SER	Service impact of a child death	2	5 Delete		
206	CSC 1	CHILD/SER	Health & Safety issues at Ginko House	2	5 Delete		
207	PP4	CHILD/SER	Successful implementation of Parent and Family Support Strategy	2	5 Delete		
208	PP5	CHILD/SER	Capacity of team to meet increased demands for commissioning services	2	4 Delete		
209	CSC 4	CHILD/SER	Performance Management of staff and service investigations	2	3 Delete		
210	LLL5	CHILD/SER	Integrated Youth Support Service delivery	1	5 Delete		
211	CSC 3	CHILD/SER	Recruitment and retention of Social Care Staff	2	2 Delete		

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				* P *	* P *		



**Draft Growth and Prosperity Overview and Scrutiny  
Work Programme 2010/11**

<b>Issues Panel May Wish to Scrutinise (indicative timings included where appropriate)</b>	<b>J</b>	<b>J</b>	<b>A</b>	<b>S</b>	<b>O</b>	<b>N</b>	<b>D</b>	<b>J</b>	<b>F</b>	<b>M</b>	<b>A</b>
<b>Growth &amp; Regeneration</b>											
Director briefing on priorities and delivery programmes	14										
Programme Boards/Delivery Update								10			
Local Investment Plan											
Review of Governance arrangements								10			
<b>Strategic Housing</b>											
Private Sector Housing Peer Review – Improvement Plan		12									
Review of Housing Options		12									
Post implementation review of Devon Home Choice											
Twice Yearly Plymouth Community Homes – progress report on delivery of transfer promises.( GPOSP host presentation to all members of the council)		12				8					
<b>Economic Development</b>											
LSP Wealthy theme group action plans	14					8				7	







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