

# Public Document Pack



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## OVERVIEW AND SCRUTINY MANAGEMENT BOARD

**DATE: WEDNESDAY 26 JANUARY 2011**  
**TIME: 2 PM**  
**PLACE: COUNCIL HOUSE (NEXT TO THE CIVIC CENTRE)**

### **Committee Members –**

Councillor James, Chair  
Councillor Ball, Vice-Chair.  
Councillors Browne, McDonald, Nicholson, Ricketts, Stevens, Thompson and Wildy

### **Co-opted Representatives –**

Mr. D. Fletcher (Chamber of Commerce)  
Mr. J. Paget (Young People)

### **Substitutes–**

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

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

Please note that, unless the Chair agrees, mobile phones should be switched off and speech, video and photographic equipment should not be used during meetings.

**BARRY KEEL**  
**CHIEF EXECUTIVE**

# OVERVIEW AND SCRUTINY MANAGEMENT BOARD

## PART I (PUBLIC MEETING)

### AGENDA

**1. APOLOGIES AND SUBSTITUTIONS**

To receive apologies for non-attendance submitted by Overview and Scrutiny Management Board Members and to note the attendance of substitutes in accordance with the Constitution.

**2. DECLARATIONS OF INTEREST**

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

**3. MINUTES**

**(Pages 1 - 16)**

The Overview and Scrutiny Management Board will be asked to agree the minutes of the meetings held on 24 November and 22 December, 2010, and 5, 12 and 17 January, 2011.

**4. CHAIR'S URGENT BUSINESS**

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

**5. TRACKING DECISIONS**

**TO FOLLOW**

The Overview and Scrutiny Management Board will monitor progress on previous decisions.

**6. CALL-INS**

Members will be advised of any executive decisions that have been called in.

**7. URGENT EXECUTIVE DECISIONS**

**(Pages 17 - 22)**

Members will be advised of executive decisions that have been deemed urgent with the agreement of the Chair of the Overview and Scrutiny Management Board.

**8. FORWARD PLAN**

**(Pages 23 - 24)**

To receive new items from the Forward Plan with a view to identifying items for scrutiny.

## **9. RECOMMENDATIONS**

To receive and consider recommendations from panels, Cabinet or Council.

## **10. BUDGET AND CORPORATE PLAN SCRUTINY 2011 TO FOLLOW**

The Overview and Scrutiny Management Board will receive for approval the Budget and Corporate Plan scrutiny report prior to its consideration by Cabinet on 8 February, 2011.

## **11. QUARTERLY SCRUTINY REPORTS (Pages 25 - 44)**

The Overview and Scrutiny Management Board will receive quarterly reports from each of the scrutiny panels.

## **12. WORK PROGRAMMES:**

**12a** To consider and approve work programmes for each of the Panels, to include a progress update from each of the Chairs **(Pages 45 - 56)**

**12b** To consider and approve Project Initiation Documents

**12c** To receive Task and Finish Group Updates/Reports: **(Pages 57 - 70)**

- Young Carers in Plymouth

## **13. 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 MEETING)**

### **MEMBERS OF THE PUBLIC TO NOTE**

that under the law, the Overview and Scrutiny Management Board 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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**Overview and Scrutiny Management Board****Wednesday 24 November 2010****PRESENT:**

Councillor James, in the Chair.

Councillor Ball, Vice Chair.

Councillors Browne, McDonald, Nicholson, Ricketts, Stevens, Thompson and Wildy.

Apologies for absence: Mr D. Fletcher and Mr J. Paget (Co-opted Representatives)

Also in attendance: Councillor Ian Bowyer, Cabinet Member for Finance, Property, People and Governance, Councillor Sam Leaves, Cabinet Member for Performance and Transformation, Barry Keel, Chief Executive, Ian Gallin, Assistant Chief Executive, Adam Broome, Director for Corporate Support, Phil Mitchell, Localities Manager for the north-west of the City, Mark Rich, Partnership Co-ordinator, Giles Perritt, Lead Officer and Ross Johnston, Democratic Support Officer.

The meeting started at 2.00 pm and finished at 4.50 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**

The following declaration of interest was made in accordance with the Code of Conduct –

<b>Name</b>	<b>Minute No. and Subject</b>	<b>Reason</b>	<b>Interest</b>
Councillor Thompson	59 – Joint Performance and Finance Report	Director of Plymouth Community Homes	Personal

59. **JOINT PERFORMANCE AND FINANCE REPORT**

The Cabinet Member for Finance, Property, People and Governance, the Cabinet Member for Performance and Transformation, the Assistant Chief Executive and the Director for Corporate Support were in attendance to present the Joint Performance and Finance Report as submitted to Cabinet on 16 November 2010.

In response to questions raised, Members were informed that –

- (a) the concerns identified around the performance issues regarding

the Special Educational Needs Statements and the schools' Transport Policy were part of the budget scrutiny agenda, however, it could be beneficial for additional scrutiny to be undertaken by the Children and Young People Overview and Scrutiny Panel;

- (b) the Assistant Director for Street Services was currently working on a recycling programme which aimed to achieve the 36 per cent annual recycling target for the city;
- (c) year on year the amount of Council Tax debt being recovered was rising and the 96 per cent identified as the projected recovery of Council Tax debt for this financial year was a realistic target with the Council aiming to achieve a target of 98.5 per cent in future years;
- (d) staffing costs had been reduced over the last couple of years by aligning the Revenues and Benefits service with the Contact Centre, this, along with an increase in council tax and housing benefit applications, had led to the council being above the benchmark for processing applications. The council was now below the benchmark level in terms of value for money;
- (e) Panels were involved in the scrutinising delivery plans and budget monitoring through reviewing the highlighted key risk areas contained within the report;
- (f) following the decommissioning of the Regional Spatial Strategy, a strategy which assisted with economic growth, the authorities priorities had changed and there had been a need to use grant funding to cover the cost of some core service provision;
- (g) following the removal of National Indicators, discussions were on going with the Local Strategic Partnership (LSP) regarding developing indicators to measure Plymouth's priorities.

Agreed –

- (1) to request that the Children and Young People Overview and Scrutiny Panel look into the performance issues around Special Educational Needs Statements and the current review of the schools' Transport Policy at their meeting on 6 January 2010;
- (2) that the Cabinet Member for Community Services (Street Scene, Waste and Sustainability) is reminded of the benefits of publicising recycling services over the Christmas period;
- (3) to request that the Chief Executive provide an emailed response to Members of the Board advising them about what core services would be impacted on as a result of the loss of external funding to

some previously recurring grants.

(Councillor Thompson declared a personal interest in respect of the above item).

60. **MEDIUM TERM FINANCIAL STRATEGY 2010 - 14**

The Cabinet Member for Finance, Property, People and Governance, the Cabinet Member for Performance and Transformation, the Assistant Chief Executive and the Director for Corporate Support were in attendance to present the Medium Term Financial Strategy as submitted to Cabinet on 16 November 2010.

In response to questions raised, Members were informed that –

- (a) the Council needs to match its resources with expenditure in order to meet the 28 per cent reduction in its budget over the next four years, this will result in the council reviewing and reducing its expenditure against its priorities;
- (b) nothing was being ruled out when the council reviews and reduces its expenditure against its priorities, however, there was a policy to protect front-line services where possible;
- (c) Invest to Save proposals were an important part of the 2010/11 budget setting process and the Accommodation Strategy provided a good example of how Invest to Save principles were being implemented;
- (d) new Invest to Save initiatives were being considered and the Management Board would continue to be engaged in these proposals in the future;
- (e) the Transformational Change Programme was moving quickly as illustrated by the implementation of the Accommodation Strategy which was an integral part of the programme;
- (f) Corporate Management Team were looking to take the Transformational Change Programme forward by, amongst other things, reviewing the Council's approach to communications and customer service;
- (g) with regard to Highways, the strategy would consider the benefits of delivering more maintenance work and paying less in insurance claims;
- (h) despite the challenge of earlier scrutiny dates in 2011 to enable further consultations, every effort would be made to meet the dispatch deadline for the January scrutiny meetings.

Agreed that a full report on the Transformational Change Programme is provided at a meeting of the Overview and Scrutiny Management Board in early 2011.

Recommended that –

- (1) the Cabinet Member for Finance, Property, People and Governance review the Insurance General Fund reserve provision for future years;
- (2) the updated Medium Term Financial Strategy for the period 2010-14 is adopted by the City Council.

On behalf of the Members of the Board, the Chair thanked the Cabinet Member for Finance, Property, People and Governance, the Cabinet Member for Performance and Transformation, the Assistant Chief Executive and the Director for Corporate Support for their attendance.

61. **MINUTES**

Agreed to confirm the minutes of the meeting held on 27 October 2010 as a correct record.

62. **CHAIR'S URGENT BUSINESS**

There were no items of Chair's urgent business.

63. **LEADER AND CHIEF EXECUTIVE**

The Chief Executive was in attendance to report on Council issues and respond to questions. Members were informed that the Leader and Deputy Leader were absent due to their unavoidable and necessary attendance at a Regional Leaders meeting reporting Local Enterprise Partnerships (LEPs) and a South West Council's Leaders meeting. Highlights of the report included the facts that:

- (a) the effects of the Comprehensive Spending Review were gradually becoming evident as the council received further detail regarding the 28 per cent reduction in budgets over the next four years; more details were expected on 2 December 2010, where it was hoped that an announcement on ring-fenced grants would be made;
- (b) budget delivery groups had been created to work through 11 cross-departmental budget delivery plans in order to assist in the council reviewing and reducing its expenditure against its priorities to meet the council's overall target of £30m savings;
- (c) there was a drive to create new invest to save initiatives, however, it was acknowledged that this would take time and it was more important to get the initiatives correct so as to ensure that service delivery was improved;
- (d) the council had to undertake change, this was inevitable, but



there was a policy to protect front-line services and minimise redundancies where possible by, amongst other things, negotiating with Trade Unions, managing recruitment and looking at transferring responsibilities of council services to other providers. Nothing had, however, been decided at present;

- (e) the briefing provided on the World Cup fact finding mission was comprehensive and had received positive comments from members;
- (f) with regard to the recent negative publicity on England's bid to host the 2018 World Cup bid, it was difficult to know if this had any direct impact on Plymouth being a host city. The announcement on the host nation would be made by FIFA on 2 December 2010;
- (g) Plymouth was instrumental in setting up an LEP in Devon and Cornwall, however, Cornwall Council had since pulled out. Somerset had shown an interest in joining the Devon LEP;
- (h) if Somerset joined the LEP, then Plymouth would want the LEP to focus on the following –
  - an urban led growth agenda that will provide opportunities to transform Devon and Somerset;
  - a low carbon theme, given the strengths shared in marine renewable energy and nuclear energy;
  - a strong tourism sector;
  - a strong agenda on creating jobs and re-balancing the economy through increasing entrepreneurial activity and addressing issues of worklessness;
  - a form on deprivation or inequalities;
- (i) there were issues that needed to be addressed before Somerset joined the LEP given that Somerset was a rural area and Plymouth an urban one;
- (j) European funding on creative industries was in limbo, but there was more information in the New Year.

On behalf of the Members of the Board, the Chair thanked the Chief Executive for his attendance.

64. **COUNCILLOR CALL FOR ACTION - BUDSHEAD TRUST**

The Localities Manager for the north-west of the City and a Partnership Co-ordinator were in attendance to provide an update on the outcome of the Councillor Call for Action on Budshead Trust. Members were informed that –

- (a) the Budshead Trust were carrying out a strategic review of their organisation and had reduced staff hours in the aim of reducing costs;
- (b) the Trust had sought funding and resources from other avenues including –
  - an agreement by Plymouth Community Homes on a peppercorn rent at their current premises;
  - the allocation of Community Grant Scheme funding from local ward councillors;
  - an allocation of funding (up to £500) from the Community Safety Partnership;
  - liaison with the council's Children and Young People's Service, the Devon and Cornwall Police and the Drake Foundation, however, no funding was available from these organisations;
  - a potential offer from the Ballard Trust to meet the cost of a Youth Worker;
  - an offer for a student led piece of work from the University of Plymouth;
  - running and maintaining the university sports facilities;
- (c) the trust were aware and interested in accessing a government led 'Transition Fund' subject to eligibility criteria being met;
- (d) the Trust had begun working with Routeways and now had access to the Third Sector Consortium; this gave the Trust opportunities to undertake training exercises, capacity building and information sharing;
- (e) the Budshead Youth Forum had recently been awarded the Crime Reduction of the Year award at the recent Herald Youth Awards.

Agreed that –

- (1) the comments from the Cabinet report of 16 November 2010 be noted;

- (2) the Cabinet Member for Community Services (Safer and Stronger Communities and Leisure, Culture and Sport) be advised that the Neighbourhood Profiles should be a central element for consideration in all decision making including funding allocations.

On behalf of the Members of the Board, the Chair thanked the Localities Manager for the north-west of the City and the Partnership Co-ordinator for their work on this matter.

65. **TRACKING DECISIONS**

The Board considered a schedule of previous decisions made. It was reported that with regard to -

- (a) 52 – answers to the questions submitted regarding Insurance issues would be presented at the Highways Maintenance Task and Finish Group on 7 December 2010;
- (b) 53 – a PID was in the process of being drafted and the members of the Overview and Scrutiny Management Board would undertake a Task and Finish Group into the final sign off of the Devonport Regeneration Company Partnership Succession Strategy.

66. **FORWARD PLAN**

The Board noted the new additions to the Forward Plan and agreed that –

- (1) the Children and Young People Overview and Scrutiny Panel's work programme be amended to reflect that the Children and Young People's Plan 2011 – 2014 would be scrutinised by the panel at their meeting of 24 February 2011;
- (2) with regard to the Cost and Volume Fostering Framework the Children and Young People Overview and Scrutiny Panel request to be provided with a written update to a future meeting.

67. **RECOMMENDATIONS**

The board considered panel recommendations, it was agreed -

- (1) that with regard to Audit Committee minute 50 15/11/10, the Support Services Overview and Scrutiny Panel monitor and review the Revenues and Benefits Service and add this to its work programme;
- (2) that with regard to Audit Committee minute 53 15/11/10, the Overview and Scrutiny Management Board monitor the Citybus review and the Joint Strategic Needs Assessment and add this to its work programme;

- (3) that with regard to Audit Committee minute 55 15/11/10, the Support Services Overview and Scrutiny Panel consider the ICT related problems within the Devon Audit Partnership and add this to its work programme;
- (4) to approve the appointment of the nominated co-opted member to the Children and Young People Overview and Scrutiny Panel (minute 47 11/11/10 refers);
- (5) the Children and Young People Overview and Scrutiny Panel be linked to the new Children and Young People Trust Theme Group (minute 53 11/11/10 refers);
- (6) to include the recommended items on to the Children and Young People Overview and Scrutiny Panel's Work Programme (minute 57 11/11/10 refers).

68. **WORK PROGRAMMES**

**(a) To consider and approve work programmes for each of the panels, to include a progress update from each of the Chairs**

The Management Board considered and approved the Panels' work programme's subject to the additional agreed items to the Overview and Scrutiny Management Board, the Support Services Overview and Scrutiny Panel and the Children and Young People Overview and Scrutiny Panel.

Agreed that all Members of the Board be emailed the recommendations from the Highways Maintenance Task and Finish Group report and that authority be delegated to the Lead Officer in consultation with the Chair of the Overview and Scrutiny Management Board to review the report.

**(b) To receive an update from the non-chair Member working group**

The non-chair members of the Overview and Scrutiny Management Board provided an update on the findings from their working group.

It was commented by Members that –

- (a) recommendation 4 should be formalised in a constitutional set up;
- (b) the Project Initiation Document (PID) and the subsequent Task and Finish Group should focus more on improving the working links between the Council's Communications Office and the scrutiny function.

After considering the recommendations submitted it was agreed that –

- (1) recommendation one be communicated to all producers of

reports and documents by Democratic Support Officers and Scrutiny Lead Officers;

- (2) recommendation two be adopted and further recommended to Cabinet;
- (3) recommendation three be communicated to all Officers attending scrutiny by Democratic Support Officers and Scrutiny Lead Officers;
- (4) recommendation four be further recommended to Cabinet and Corporate Management Team;
- (5) recommendation five be acknowledged and the function adopted by all scrutiny chairs;
- (6) recommendation six be acknowledged by all scrutiny chairs;
- (7) recommendation seven be amended to read "Panel Member's should be encouraged from each panel to attend the relevant partnership and theme group meetings as observers";
- (8) with regard to recommendation seven the Head of Policy, Performance and Partnerships would seek to arrange discussions between Scrutiny Chair's and LSP Theme Group Chair's to foster better links;
- (9) with regard to recommendation eight the Chair's of the Scrutiny Panels who sit on the Overview and Scrutiny Management Board would form the membership of the Task and Finish Group to undertake a review about how the scrutiny function can better engage with the media; the Task and Finish Group would be held after January 2011;
- (10) prior to the Task and Finish Group commencing the Head of Policy, Performance and Partnerships would seek to find out how many scrutiny led press releases had gone out over the past year.

On behalf of the Members of the Board, the Chair thanked the non-chair members, Lead Officer and Democratic Support for the time and effort put in to producing such a good piece of work.

69. **EXEMPT BUSINESS**

There were no items of exempt business.

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## Overview and Scrutiny Management Board

Wednesday 22 December 2010

### PRESENT:

Councillor James, in the Chair.

Councillor Ball, Vice-Chair.

Councillors Browne, Evans (substitute for Councillor Stevens) McDonald, Nicholson, Ricketts, Thompson and Wildy.

Apologies for absence: Councillor Stevens and Mr. D. Fletcher (Co-opted Representative).

Also in attendance: Councillors Nelder, Williams and Mrs. Watkins, Ian Gillhespy, Senior Surveyor, Gareth Simmons, Programme Director for Learning Environments, Jo Hall, Giles Perritt, Lead Officer, and Katey Johns, Democratic Support Officer.

The meeting started at 1.10 pm and finished at 2.55 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.*

### 70. DECLARATIONS OF INTEREST

The following declaration of interest was made in accordance with the Code of Conduct –

Name	Minute No. and Subject	Reason	Interest
Councillor Wildy	72 – Transfer of Freehold for Nomony Children's Centre	Director of an organisation which may be bidding for the children's centre contracts	Personal

### 71. CHAIR'S URGENT BUSINESS

There were no items of Chair's urgent business.

### 72. CALL-IN : TRANSFER OF FREEHOLD FOR NOMONY CHILDREN'S CENTRE

The Overview and Scrutiny Management Board considered the call-in of the Cabinet Member decision. Members heard –

- (a) from Councillors Nelder and Williams, having called the decision in with Councillor Wheeler, on the grounds that –

- the decision-maker had neglected to consult with people who should have been consulted, namely ward councillors, the East End Partnership and the east end community
- the decision maker had failed to take in alternative courses of action, e.g. the transfer of this asset to the East End Partnership or other community organisation who would be able to retain control of the freehold for the local community and who would be able to grant a lease to the successful tender bidder

(b) from Councillor Mrs. Watkins, Cabinet Member for Children and Young People, who responded that –

- under the Childcare Act 2006, there was no requirement on local authorities to consult on acquisitions or freehold transfers
- it had been her understanding that ward councillors, particularly Councillor Mrs. Aspinall (current Lord Mayor), had been aware of the situation and apologised if this had not been the case
- the alternative to transfer the asset to the East End Partnership or other community organisation remained an option for the Council under the Localities Bill, once a suitable and sustainable proposal had been received

It could not be established during the debate whether or not ward councillors had been consulted. However, Members of the Board were of the opinion that consultation with ward councillors on such matters should take place as a matter of common courtesy, irrespective of whether it was a statutory responsibility or not.

Agreed that -

- (1) the decision be referred back to the Cabinet Member for reconsideration;

Recommended that –

- (2) during consultation with ward members, consideration also be given to ways of disposing this asset to the community.

(Councillor Wildy declared a personal interest in respect of the above item).

73. **EXEMPT BUSINESS**

There were no items of exempt business.



## Overview and Scrutiny Management Board 'Budget Consultation'

Wednesday 5 January 2011

### PRESENT:

Councillor James, in the Chair.

Councillor Ball, Vice-Chair.

Councillors Browne, McDonald, Nicholson, Ricketts, Stevens, Thompson and Wildy.

Apologies: Doug Fletcher, Co-opted Representative.

Co-opted Representatives: Jake Paget and Kevin Willis.

Also in attendance: John Richards, NHS Plymouth, George Plenderleith, Plymouth Third Sector Consortium, Viv Gillespie, City College, Giles Perritt, Lead Officer, Katey Johns, Democratic Support Officer and Gemma Pearce, Democratic Support Team Leader.

The meeting started at 2.15 pm and finished at 4.15 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.*

### 78. DECLARATIONS OF INTEREST

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

Name	Minute No. and Subject	Reason	Interest
Councillor Thompson	80 Budget Scrutiny – Consultation	Trustee of Citizens' Advice Bureau	Personal
Councillor Stevens	80 Budget Scrutiny – Consultation	Employed by Devon and Cornwall Constabulary	Personal

### 79. CHAIR'S URGENT BUSINESS

There were no items of Chair's urgent business.

### 80. BUDGET SCRUTINY - CONSULTATION

The Overview and Scrutiny Management Board heard from representatives of the Council's partner organisations on its budget proposals for 2011/12, verbally and in writing. Highlights of the points raised verbally are set out below -

NHS Plymouth

- (a) there was a lack of clarity on the impact of 'back office' reductions on frontline services;
- (b) there was a lack of clarity on resources available to be spent on communities most in need to address reducing the gap in life expectancy;
- (c) concern was expressed over the proposed standstill budget for Adult Social Care given that there will be a 17 per cent increase in the number of people aged over 65 and a 12 per cent increase in those over 85 by 2015;
- (d) with regard to (c) above, clarity was required on what mitigation measures would be implemented to address this differential highlighted in the Equalities Impact Assessment;
- (e) in noting that there had been 11 budget delivery groups, the opportunity for partners to have been involved, particularly in those which impacted upon health and wellbeing, would have been welcomed;
- (f) with regard to programmes of transformation, concern was expressed that whilst an organisation-wide approach was required the starting point was to target savings by department (effectively a tax) which was not quite the same as a fully prioritised approach to delivery budget savings;
- (g) lessons should be learned from closure of the Wellby and Frank Cowl residential units where the impact on services provided by partner agencies such as in-patient and domiciliary care was not clear;
- (h) whilst focus on better commissioning and procurement was understandable, consideration needed to be given to the impact of any decisions on the market and that a consequence of lost income could be to put charges to other buyers up;
- (i) the potential to transfer the care of children in need to other agencies was noted, although, it was hoped that this move would not be an excuse to shunt costs on to those agencies;
- (j) clarification was needed on how savings were going to be achieved and to what extent those savings would be rolled forward. In addition, to what extent were the savings rolled forward non-recurrent;
- (k) there had been a number of Government announcements of further funding being released to support the NHS, including –
  - £70m nationally (£359,000 locally) for investment in social care for re-enablement services

- £62m nationally (£882,000 locally) winter pressures money
- (l) NHS Plymouth was in the process of finalising its budget operation plans for submission to its Board in March, following a consultation period with partners;
- (m) there were benefits to be gained from joining up services, premises and resources, including staff and IT, and further exploration of these possibilities was continuing.

### Plymouth Third Sector Consortium

- (n) over 20 of the Plymouth Third Sector Consortium member organisations had attended the Council's workshop on City and partnership priorities on 7 December 2010 which had very much been welcomed;
- (o) it still remained unclear how personalisation (adult social care) was going to work in practice with questions remaining about who could be a registered provider and capacity to meet standards;
- (p) an example of an unintended consequence was that by cutting the highways and infrastructure budget the Council could inadvertently affect its equalities agenda – e.g. reducing the number of dropped kerbs provided across the city and preventing those with mobility issues from having safe access to independence;
- (q) there were currently 3,000 people working in 300 organisations or environmental projects on a voluntary basis across the City and, at present, all of this was at risk;
- (r) the Consortium had access to a wide range of funding streams and better ways of capturing this had to be found;
- (s) small grant funds could get tied up in the contract process. Discussions needed to be had about this and about procurement in general;
- (t) concerns were voiced about the potential impact of savings cuts to voluntary organisations such as the Citizens Advice Bureau who would find themselves under even more pressure given that the number of unemployed will rise and the withdrawal of legal aid.

### City College

- (u) it was acknowledged and appreciated that the Council had a very difficult job to do in trying to find a balance in delivering services such as waste collections and safeguarding whilst working with constrained resources;

- (v) concern was expressed that there was not enough detail about how the priorities were to be delivered. One of the actions for the Wise Theme Group was to take forward the science, technology and maths skills agenda but how could this be done without the detail.

The written submissions from the Devon and Cornwall Constabulary, Plymouth, Third Sector Consortium, Chamber of Commerce and Culture Board were noted with thanks.

The Board welcomed all the contributions made and advised that these would be most helpful when questioning Cabinet Members on 12 and 17 January, 2011, following which a detailed report would be produced setting out the Board's findings and recommendations.

(Councillors Stevens and Thompson declared personal interests in respect of the above item).

81. **EXEMPT BUSINESS**

There were no items of exempt business.

## PLYMOUTH CITY COUNCIL

**REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY A CABINET MEMBER**

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**Delegated Authority Reference No.** PSHED 12 10/11

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**Name of the Matter**

Proposals for Changes to Planning Application Fees in England – Consultation Response

**Cabinet Member Exercising Delegated Authority**

Councillor Fry – Deputy Leader and Cabinet Member for Planning, Strategic Housing and Economic Development

**Decision**

To agree the Council's response to the Communities and Local Government's consultation regarding 'Proposed Changes to Planning Application Fees in England' as outlined in appendix 1 of this report.

**Reasons for Decision**

The proposals set out in the consultation document, should they be enacted by Government, would enable the Council to obtain full cost recovery for functions in association with Planning Applications, thereby supporting the continued delivery of statutory Council services and the growth in the City. It is therefore considered important that the Council makes representations on this significant Government proposal.

**Alternative Options Considered and Rejected (if not applicable, please provide explanation)**

Do not send a consultation response. It is considered that the proposals contained in the consultation document would be of benefit to the Council and should be supported at this consultation stage of the process to improve the likelihood of their formal enactment in law. This option would not allow Plymouth City Council to provide support for the proposals.

**Financial Implications**

There are no financial implications associated with providing a consultation response to Communities and Local Government. The decision by Central Government following the consultation will have direct implications on the ability of the Council to collect fees linked to full cost recovery for Planning Application functions. There may be some limited resource implications associated with setting and implementing a local fee schedule but this will be accommodated within the Planning Service's existing revenue budget.

**In Consultation with:**

- .. Other Cabinet Member (if applicable) .....
- .. Corporate Management Team Member Anthony Payne, Director for Development and Regeneration



and

	(Officer's initials or N/A)
• Democratic Support (mandatory)	DSO571011
• Finance (mandatory)	DevF10110041
• Legal Services (mandatory)	JAR/10554
• Human Resource	N/A.....
• Corporate Property	N/A.....
• IT	N/A.....
• Strategic Procurement	N/A.....


(N.B. Sign-off by Democratic Support, Finance and Legal is mandatory. Sign off by HR, CP, IT and SP need only be sought in those cases where there are implications for the particular service. If not appropriate, please enter 'N/A').

**Is the Decision**

- A key decision (in the Forward Plan)\* No
- Within the policy and budget framework?\* Yes
- In accordance with Equalities Assessment?# Yes
- A case of special urgency agreed by the Chair of Overview and Scrutiny Management Board\*? Yes

If Yes

Signature of Chair of Overview and Scrutiny Management Board



Reason for Urgency (please indicate how delay for call-in would seriously prejudice the Council's or the public interest)

- The consultation response needs to be sent by 7<sup>th</sup> January 2011 to be considered by the Department of Communities and Local Government as part of the consultation process

\* All key decisions must be taken by Cabinet, unless, in exceptional circumstances, they are urgent. See Forward Plan for further guidance.

# For further advice, contact Assistant Director for Safer Communities, ext. 4388.

**List of Background Papers** (If not attached, indicate where it can be accessed. Any confidential information should be included in background papers only and not contained in the delegated decision. If background paper Part II, please indicate and complete Reasons for Part II below.)


- Plymouth City Council Consultation Response – Proposals for changes to planning application fees in England (attached as appendix 1)
- "Proposals for changes to planning application fees in England: Consultation", Communities and Local Government, November 2010 (<http://www.communities.gov.uk/publications/planningandbuilding/planningfeesconsultation>)

- "Proposals for changes to planning application fees in England: Consultation response form", Communities and Local Government, November 2010 (<http://www.communities.gov.uk/publications/planningandbuilding/planningfeesconsultation>)
- "Planning Costs and Fees: Final Report", Communities and Local Government, November 2010 (<http://www.communities.gov.uk/publications/planningandbuilding/planningfeesreport>)

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**Cabinet Member –**

I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, City Strategy and Corporate Plan (Medium Term Financial Plan).

Signature .....  ..... Date ... 4/1/11 .....

PLYMOUTH CITY COUNCIL

**REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY A CABINET MEMBER**

**Delegated Authority Reference No.** PSHED 15 10/11

**Name of the Matter:**

Local decisions: a fairer future for social housing consultation

**Cabinet Member Exercising Delegated Authority:**

Councillor Ted Fry, Deputy Leader and Cabinet Member for Planning, Strategic Housing and Economic Development

**Decision:**

To agree the response (attached) to be submitted to the Department for Communities and Local Government (CLG) on their consultation on Local decisions: a Fairer Future for Social Housing consultation

**Reasons for Decision:**

To contribute to the Government's consultation exercise on social housing reform

**Alternative Options Considered and Rejected (if not applicable, please provide explanation):**

Not responding would result in Plymouth City Council's views not being considered as part of the consultation exercise.

**Financial Implications:**

We are currently awaiting New Tenure Strategy and consideration would be required to assess whether we currently have sufficient information to fulfil the requirements of the new duty. There is a potential resource implication in providing research and informing the development of the new policies, which would be need to be contained within the existing budget provision.

**In Consultation with:**

- .. Other Cabinet Member (if applicable)
- .. Corporate Management Team Member (mandatory) Anthony Payne, Director for Development and Regeneration

and

- |                                  |                             |
|----------------------------------|-----------------------------|
|                                  | (Officer's initials or N/A) |
| • Democratic Support (mandatory) | DSO601011                   |
| • Finance (mandatory)            | F10110044                   |
| • Legal Services (mandatory)     | 10619/DVS                   |
| • Human Resources                | N/A                         |
| • Corporate Property             | N/A                         |
| • IT                             | N/A                         |
| • Strategic Procurement          | N/A                         |

(N.B. Sign-off by Democratic Support, Finance and Legal is mandatory. Sign off by HR, CP, IT and SP need only be sought in those cases where there are implications for the particular service. If not appropriate, please enter 'N/A').



**Is the Decision**

- A key decision (in the Forward Plan)\* N
- Within the policy and budget framework?\* Y
- In accordance with Equalities Assessment?# Y
- A case of special urgency agreed by the Chair of Overview and Scrutiny Management Board\*? Y

If Yes

Signature of Chair of Overview and Scrutiny Management Board

*David Ames*

Reason for Urgency (please indicate how delay for call-in would seriously prejudice the Council's or the public interest)

Due to the short consultation deadline, any delay would result in the council not responding to legislative proposals that may affect Plymouth. The decision is urgent because, during the short consultation period, Plymouth City Council has consulted with its key delivery partners over the understanding and impacts of the proposals in order to inform the council's response.

- \* All key decisions must be taken by Cabinet, unless, in exceptional circumstances, they are urgent. See Forward Plan for further guidance.
- # For further advice, contact Assistant Director for Safer Communities, ext. 4388.

**List of Background Papers** (If not attached, indicate where it can be accessed. Any confidential information should be included in background papers only and not contained in the delegated decision. If background paper Part II, please indicate and complete Reasons for Part II below.)

- Briefing Report (Part I), attached
- Local decisions: a fairer future for social housing, Consultation, CLG, November 2010

**Cabinet Member –**

I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, City Strategy and Corporate Plan (Medium Term Financial Plan).

Signature ..... *Reefry* ..... Date ..... 17/1/15 .....

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**AWARD OF CONTRACT FOR RENEWAL OF INSURANCE POLICIES  
DATE FIRST INCLUDED IN THE FP: 13 JANUARY 2011**

**Nature of the decision:**

Award of contract for renewal of insurance policies with effect from 1 April 2011

**Who will make the decision?** Cabinet (on the recommendation of Councillor Bowyer)

**Timing of the decision?** 8 March 2011

**Who will be consulted and how?**

Persons to be consulted with:

Officers and external insurance advisers.

Process to be used:

Terms and conditions of policies are discussed with departments and any material changes to cover arising from the tender that affect the delivery of services are communicated to relevant officers.

**Information to be considered by the decision makers:**

Details of the structure and cost of the current insurance programme and the insurance companies currently providing cover and a summary of the proposals arising from tender submissions.

**Documents to be considered when the decision is taken**

Written report and insurance adviser recommendations.

**Representations:** In writing by 21 February 2011 to -

- (1) Director for Corporate Support;
- (2) Councillor Bowyer.

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Mike Hocking, Risk & Insurance Manager

E mail: [mike.hocking@plymouth.gov.uk](mailto:mike.hocking@plymouth.gov.uk) Tel: 01752 304967

**AWARD OF LEISURE MANAGEMENT CONTRACT  
DATE FIRST INCLUDED IN THE FP: 9 DECEMBER 2010**

**Nature of the decision:**

To award the management contract for the operation of the Plymouth Life Centre and other Plymouth City Council leisure facilities.

**Who will make the decision?** Cabinet (on the recommendation of Councillors Bowyer and Brookshaw)

**Timing of the decision?** 29 March 2011

**Who will be consulted and how?**

Persons to be consulted with:

Staff, trades' unions, sports clubs, governing bodies of sport and council officers.

Process to be used:

Ongoing process of consultation meetings through competitive dialogue process.

**Information to be considered by the decision makers:**

Summary of tender evaluation results.

**Documents to be considered when the decision is taken**

Written report and tender evaluation summary

**Representations:** In writing by 14 March 2011 to -

- (1) Councillor Bowyer (Cabinet Member)
- (2) Councillor Brookshaw (Cabinet Member)
- (3) Assistant Director for Culture, Sport and Leisure)

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: James Coulton, Assistant Director for Culture, Sport and Leisure

E mail: james.coulton@plymouth.gov.uk Tel: (01752) 307013

**CITY OF PLYMOUTH**

**Subject:** Health and Adult Social Care Overview and Scrutiny Panel  
Quarterly Report

**Committee:** Health and Adult Social Care Overview and Scrutiny Panel

**Date:** 7 January 2011

**CMT Member:** Ian Gallin (Assistant Chief Executive)

**Author:** Ross Jago (Democratic Support Officer)

**Contact:** ross.jago@plymouth.gov.uk

**Part:** Part I

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**Executive Summary:**

This report sets out a review of the Health & Adult Social Care Overview and Scrutiny panel incorporating the meetings of 1 September, 16 September, 13 October, and 10 November 2010.

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**Corporate Plan 2010-2013:**

The Health & Social Care Overview and Scrutiny panel provides strategic scrutiny of the following key areas:

- Health performance
- Adult Social Care performance
- Commissioning

---

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

Adult Social Care is one of the Council's largest areas of revenue spend, so effective scrutiny of Health delivery plans is a key element of corporate performance management arrangements.

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

None specific to the report.

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**Recommendations & Reasons for recommended action:**

That the report is noted.

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

N/A

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**Background papers:**

Health & Adult Social Care Overview and Scrutiny minutes and forward plan.

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**Sign off:** N/A

## CITY OF PLYMOUTH

**Health and Adult Social Care Overview and Scrutiny Panel Quarterly Report****1. Introduction**

This report sets out a review of the Health and Adult Social Care Overview and Scrutiny panel, incorporating the meetings of 1 September, 16 September, 13 October and 10 November 2010.

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

2.1 The Health and Adult Social Care Overview and Scrutiny panel is primarily concerned with the strategic scrutiny of the following key areas:

- Health performance
- Adult Social Care performance
- Commissioning
- Health & Adult Social Care Integration

2.2 Since the publication of the last quarterly report the panel has met on four occasions, following Councillor Coker stepping down from the panel Councillor McDonald took his seat on the 13 October 2010. The Panel consisted of the following members and officers -

<b>Title</b>	<b>Name</b>	<b>Attendances (4 meetings)</b>
Councillor (Chair)	Ricketts	4
Councillor (Vice Chair)	Coker	2 (2)
Councillor (Vice Chair)	McDonald	2 (2)
Councillor	Bowie	2
Councillor	Delbridge	3
Councillor	Gordon	3
Councillor	Mrs Nicholson	4
Councillor	Dr. Mahony	3
Councillor	Dr. Salter	4
Councillor	Viney	4
Co-opted Representative – Local Involvement Network (LINK)	Chris Boote	4
Co-opted Representative PHT Non-Exec Board Member	Margaret Schwarz	2
Lead Officer	Giles Perritt	4
Democratic Support	Ross Jago	4

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

<b>Title</b>	<b>Name</b>
Cabinet Member (Adult Social Care)	Cllr Monahan
Director for Community Services	Carole Burgoyne

### 3. Key Issues considered by the panel

3.1 The panel has met on four occasions as a full panel and held a Task and Finish group on the modernisation of Adult Social Care since the last quarterly report was presented to the Overview and Scrutiny Management Board. Meetings have been well structured, managed efficiently and well attended by panel members. A positive contribution has been made to support an effective strategic and operational overview; in particular the following issues have been scrutinised -

- The meeting of the 1 September 2010 received information on the progress of the Adult Social Care against delivery plans. As a result of that meeting future performance and finance reports would cover the implications of any possible under spend in domiciliary care. In addition the Assistant Director for Adult Social Care was asked to investigate any disparity in fees charged between self funding clients and the local authority for residential care. Information will be reported back to the panel at the January meeting.
- The panel held a special meeting on the 16 September to consider the consultation resulting from the publication of the White Paper “equity and excellence: liberating the NHS”. The panel considered feedback from the Director for Public Health, Cabinet Member for Adult Social Care, Director of Community Services, Chief Executive of Plymouth Primary Care Teaching Trust, NHS Plymouth Hospitals Trust, Plymouth Local Involvement Network and Plymouths Children’s Trust. The panel made several recommendations in response to the consultation paper “Local Democratic Legitimacy in Health”. The panel will review the publication of the Governments analysis of the consultation process.
- The panel considered the first petition to enter the scrutiny process. The petition was in opposition to the proposals for a designated specialist gynaecological cancer surgery unit at Treliske Hospital in Truro. The three petition organisers introduced the petition to the panel and had many questions answered by the Clinical Director for the Peninsula Cancer Network and the Chief Executive of Plymouth Primary Care Teaching Trust. It was reported that there had been no decision to move resources from Derriford Hospital to another specialist centre; the panel has requested a detailed time table and option appraisal for future service provision to be provided to the panel as soon as it was available.
- NHS Plymouth has provided the panel with the results of the consultation process on the Greenfields Unit. The panel supported the direction of travel for health services for those with a learning disability and made a recommendation supporting the adoption of proposed service developments and the closure of the unit.
- The Quality, Innovation, Productivity and Prevention Programme (QIPP) is an NHS initiative which identifies efficiency savings within the NHS Plymouth services. The panel will receive regular updates on the programme, particularly if they lead to substantive service changes.
- A number of presentations regarding the transforming community services programme to split commissioning and provider services within NHS Plymouth have been received by the panel. The panel have seen this as an important item for the future work programme, particularly with regard to the scale of the change, its



impact on adult social care and children's services. The panel will be considering aspects of the proposed Plymouth provider services business plans over the coming months.

### 3.2 Task and Finish Groups

3.2.1 The panel has conducted one task and finish group to review the consultation process on the future of residential services for older people, the fairer contributions policy and changes to respite services for those with a learning disability.

3.2.2 The task and finish group made a number of visits to social care facilities including extra care residential housing in Efford, Frank Cowl House in Devonport and the Welby Unit in the Peverell area of the city. The panel also considered evidence from consultation with members of the public.

3.2.3 Following the second meeting of the task and finish group a number of recommendations were made to the Overview and Scrutiny Management Board and Cabinet. Both Cabinet and the Overview and Scrutiny Management Board welcomed the report. Details of the report can be found on the council's website or by contacting the democratic support officer for the panel.

## 4. On the Horizon

4.1 Over the next year, the panel will receive reports on –

- Any substantial service changes resulting from the Transforming Community Services and QIPP programmes.
- NHS Plymouth, Plymouth Hospitals Trust and Plymouth City Council Joint Finance and Performance Monitoring, including NHS Plymouth's operating plan which will be developed following the publication of the National NHS Operating Framework.
- The panel will play a key role in the development of the Health and Wellbeing boards proposed by the NHS White paper and recently confirmed as the governments direction of travel in the Public Health White paper
- The panel hopes to develop joint scrutiny arrangements with neighbouring authorities in the peninsula in order to properly scrutinise the work of cross boundary health services.
- As more details are released by the Department of Health the panel will closely monitor the new public health agenda and its proposed transfer to local Authorities.

4.4 The Health and Adult Social Care Overview and Scrutiny panel looks forward to a challenging year which will continue to focus on the Health White Paper and associated Bill, the Public Health White Paper and associated Bill and the White Paper on social care reform (due to be published in 2011). The panel will consider these strategic issues alongside service changes proposed by adult social care and continue to monitor the performance of services for the people of Plymouth.



**5. Recommendation**

That the progress of the Health and Adult Social Care Overview and Scrutiny panel is noted by the Overview and Scrutiny Management Board.

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**CITY OF PLYMOUTH**

**Subject:** Growth & Prosperity Overview and Scrutiny Panel Quarterly Report  
**Committee:** Growth & Prosperity Overview and Scrutiny Panel  
**Date:** 10 January 2011  
**CMT Member:** Anthony Payne (Director for Development & Regeneration)  
**Author:** Gill Peele (Growth & Prosperity Overview and Scrutiny Panel Lead Officer)  
**Contact:** gill.peele@plymouth.gov.uk  
**Ref:** GP-OSP 2010.11  
**Part:** Part I

**Executive Summary:**

This report sets out a review of the Growth & Prosperity Overview and Scrutiny Panel for the period September 2010 to November 2010

**Corporate Plan 2010-2013:**

The Growth & Prosperity Overview and Scrutiny Panel provide strategic scrutiny of the following City and Council Priorities and key areas:

- Delivering Growth
- Raising Aspiration
- Reducing Inequalities
- Value for Communities
- The strategic and operational activities of the Department for Development & Regeneration

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

None

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

None

**Recommendations & Reasons for recommended action:**

That the report is noted

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

N/A

**Background papers:**

Growth & Prosperity Overview and Scrutiny minutes and forward plan

Sign off: N/A

**Growth & Prosperity Overview and Scrutiny Panel Report**

**Key achievements during the period September – November 2010**

**3.1 Community Events and Road Closure Policy**

A task and finish group was established to review the Council's role in the management of road traffic orders for event organisers. The group wanted to ensure that the requirements were not too bureaucratic for small events organisers and also to provide a fairer fee structure when temporary traffic regulation orders are necessary. The members were successful in working with officers to resolve that cheaper and less bureaucratic arrangements could be introduced for organisers of street parties and fetes. The appropriate advice is now being published on the Council's website. The panel also resolved that the Cabinet Member for Transport approve an annual list of events for which the Council will provide the temporary traffic regulation orders free of charge. This will include civic and other similar events that have been held across the city for over five years



**3.2 Review of Plymouth Community Homes**

The panel hosted the second review of Plymouth Community Homes to receive progress against the commitments made to tenants in Plymouth on transfer of the housing stock. The Chief Executive of PCH reported that 50 of the 125 promises have been completed and the improvements to the homes were continuing at the rate anticipated. Members were particularly interested in progress with the North Prospect development and the potential impact of central government Housing and funding policies.



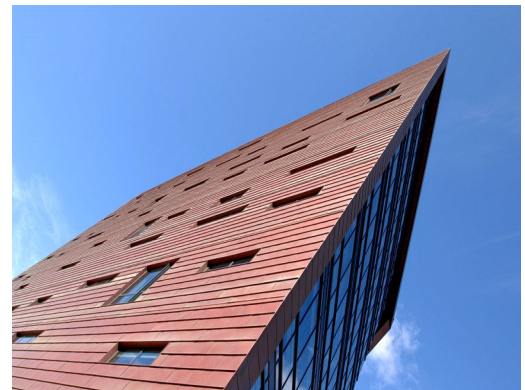
### 3.3. Local Transport Plan 3

Officers from Transport and Highways have been engaged with the panel to ensure that consultation arrangements for the proposed Local Transport Plan 3 and Implementation Plan are robust and inclusive. The panel were assured that LTP3 will seek to improve access to services across the whole city and how the planned improvements to the network will need to be affordable. The panel will receive feedback for the public consultation at its next meeting.



### 3.4 Section 106 Revenue; Planning Obligations

Members requested that officers provide a comprehensive analysis of all section 106 monies due to the Council and of these how much had been spent or committed and details of the schemes. The panel wanted to ensure that schemes were progressing in a timely fashion by officers across the Council departments and that funding was not being lost due to lack of progress. The panel were provided with very thorough information and were pleased with the extent of the work being completed. The information has been made available to all Council members and will enable them to track progress in their respective wards.



### 3.5 Tourism / Visitor Strategy and Place Management

Members gave feedback on the new Place Management Strategy and the aim to create a further 7,500 jobs in the tourism sector over the next 15 years. The new Waterfront Partnership with local businesses will start to connect the Waterfront with the City Centre, and Destination Plymouth, with the new city branding Positively Plymouth, will develop and deliver a new coherent Visitor Strategy that will help achieve the city's vision for economic growth.



### 3.6 Review of Highways Maintenance

A task and finish panel reviewed the current maintenance arrangements across the city to identify better value for money for residents, first starting with a site visit with an inspection team. The panel reported that the current long term maintenance programme for carriageways and footways is not sustainable and recommended a package of measures that address different ways of working and the assessment of priority areas across the city. The proposals will deliver a more targeted regime and which will allow for a more flexible and proactive approach for the determination of temporary/ permanent repairs, potholes, patching and materials used. The panel have also recommended to the Council that funding for highways maintenance should be given appropriate emphasis within the budget setting process and that opportunities for additional funding be considered.



This report describes the work of the Growth & Prosperity Overview and Scrutiny Panel during the period September 2010 – November 2010. This includes the following meetings:

- a) 13th September 2010
- b) 18th October 2010
- c) 8th November 2010

Task and Finish Meetings took place on:

26 August and 6 October 2010 – Community Events and Road Closure Policy  
 8 November 2010, 17th November 2010 and 7 December 2010– Highways Maintenance.

The Panel, through effective strategic and operational scrutiny, supports the following Cabinet members and CMT officers

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

### Scope of the Growth & Prosperity Overview and Scrutiny Panel

The Growth & Prosperity Overview and Scrutiny Panel are primarily concerned with the strategic scrutiny of the following Corporate Improvement Priorities and key areas:

- Delivering Growth
- Raising Aspiration
- Reducing Inequalities
- Value for Communities
- The strategic and operational activities of the Department for Development & Regeneration

Although specific achievements have been mentioned above, the panel have also ensured that they have been updated with the potential impact of changes to central government policies on the growth agenda for the city or to the work of the Development & Regeneration department of the Council. Information on the new housing register Devon Home Choice was received with interest and the panel will continue to monitor any impact of policy change on the supply and quality of housing across the city. The panel is also engaged with plans for the delivery of the Local Economic Strategy. Meetings of the Growth & Prosperity Overview and Scrutiny panel have been very focussed with efficient use of senior officer time.



### Members of the Panel and their attendance

Sep – Nov 2010	Name	Attendance (3 meetings)
Councillor (Chair)	P.Nicholson	3
Councillor (Vice Chair)	Mrs J.Nelder	2
Councillor	B.Roberts	3
Councillor	K.Foster	3
Councillor	Martin Leaves	1
Councillor	Mrs S.Stephens	3
Councillor	P. Berrow	3
Councillor	M. Wright	3
Councillor	G.Wheeler	3
Lead Officer	G.Peele	3
Democratic Support	H.Rickman	3
Councillor	Wildy	1 as substitute
Councillor	Mrs P. Nicholson	1 as substitute

### Task and Finish Group attendance

Community Events	Name	Attendance (2 meetings)
Councillor (Chair)	P.Nicholson	2
Councillor	Mrs J.Nelder	1
Councillor	K.Foster	2
Councillor	P. Berrow	2
Councillor	M. Wright	2
Lead Officer	G.Peele	2
Democratic Support	H.Rickman	2

Highways Maintenance	Name	Attendance (3 meetings)
Councillor (Chair)	P.Nicholson	3
Councillor	Mrs J.Nelder	3
Councillor	K.Foster	3
Councillor	P. Berrow	3
Councillor	M. Wright	3
Lead Officer	G.Peele	3
Democratic Support	H.Rickman	3

The detailed terms of reference for the Panel are contained in Appendix I.



## **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
- Planning, Strategic Housing and Economic Development
- Customers Services (Street Scene, Waste and Sustainability) formally Street Scene, Waste and Sustainability

#### Directorate

- Development and Regeneration
- 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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**CITY OF PLYMOUTH**

**Subject:** Children and Young People Overview and Scrutiny Panel Quarterly Report

**Committee:** Children and Young People Overview and Scrutiny Panel

**Date:** 15 December 2010

**CMT Member:** Bronwen Lacey, Director of Services for Children and Young People

**Author:** Claire Oatway, Head of Performance & Quality Services for Children and Young People

**Contact:** claire.oatway@plymouth.gov.uk

**Part:** I

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**Executive Summary:**

This report sets out a review of the Children and Young People Overview and Scrutiny Panel for the second quarter of 2010/11.

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**Corporate Plan 2010-2013:**

The Children and Young People Overview and Scrutiny Panel provides strategic scrutiny of the following priorities and key areas:

- Raising Aspiration
  - Reducing Inequalities
- 

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

None

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

None

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**Recommendations & Reasons for recommended action:**

That the report is noted

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

N/A

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**Background papers:**

Children and Young People Overview and Scrutiny minutes and forward plan

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**Sign off:** N/A

## CITY OF PLYMOUTH

## Children and Young People Overview and Scrutiny Panel Quarterly Report

**1. Introduction**

- 1.1 This report sets out a review of the Children and Young People Overview and Scrutiny Panel for the first quarter of 2010/11 incorporating the meetings of 9 September and 11 November 2010 respectively.

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

- 2.1 The Children and Young People Overview and Scrutiny Panel is primarily concerned with the strategic scrutiny of the following priorities and key areas:
- CIP7 Keeping Children Safe
  - CIP 8 Improving skills and educational achievement
  - CIP 9 Developing high quality places to learn in
  - Partnerships including Plymouth Children and Young People's Trust, Wise Theme Group, Plymouth Safeguarding Children Board, Corporate Parenting Group
  - Children and Young People's Plan inc. related performance in Health, Children's Social Care, Education, and Youth.
- 2.2 The detailed terms of reference for the panel were updated earlier this year and are contained in Appendix 1.
- 2.3 At meetings this year, the panel has consisted of the following members and officers

Title	Name	Attendances	Workshop	Task and Finish Group
Councillor (Chair)	Wildy	4/4	1	1
Councillor (Vice Chair)	Mrs Stephens	3/4	1	1
Councillor	Delbridge	4/4	1	-
Councillor	Foster	3/4	1	-
Councillor	Haydon	4/4	1	-
Councillor	Mrs Nicholson	3/4	1	1
Councillor	Roberts	4/4	1	-
Councillor	Stark	2/4	-	-
Councillor	Tuohy	4/4	1	-
Statutory Co-opted rep (Parent Governor)	K Willis	3/4	-	-
Statutory Co-opted rep (Diocese rep)	M Gee (long term sick)	-	-	-
Co-opted rep	Jenny Evans	1/1	1	-
Co-opted rep	Kerry Whittlesea	1/1	1	-
Lead Officer	Claire Oatway	2/2	1	1
Democratic Support	Amelia Boulter	3/4	1	1

2.4 Co-opted representatives

The panel have now appointed 3 co-opted representatives to the panel:

- Jenny Evans
- Kerry Whittlesea

Miss Evans and Miss Whittlesea represent children and young people in the City and regularly feedback to youth forums on progress

- Pauline Purnell

Mrs Purnell has been asked to support the panel because of her longstanding knowledge and understanding of issues affecting children’s safeguarding and development.



2.5 The Panel, through effective strategic and operational scrutiny, supports the following cabinet member and CMT officer:

Title	Name
Cabinet Member (Children and Young People)	Cllr Mrs Joan Watkins
Director of Services for Children and Young People	Bronwen Lacey

2.6 The panel has a budget of £2,000 to support the scrutiny work.

**3. Key achievements to date**

3.1 Since the last performance report the panel has met on 2 occasions. Meetings have been well structured, managed efficiently and well attended by panel members. A positive contribution had been made to support an effective strategic and operational overview; in particular, the following achievements have been made:

- The panel engaged in a Development Workshop on the 7 October 2010. The workshop was well attended and a good opportunity for panel members, including new members, to meet in a less formal setting. The panel received a presentation on the Carefirst system, Research in Practice and Children Service’s Performance Overview. As a result of the day, the Panel has sharpened its focus on key performance areas including emotional health, attainment and bullying.

- A task and finish group examining Young Carers in Plymouth took place over two days this Autumn. The group interviewed a variety of witnesses from the council and the voluntary and community sector and received a range of evidence, including DVDs. A draft report has been produced, summarising
  - Difficulties in identifying young carers
  - The experience of young carers including educational disadvantage
  - The need to improve support to young carersRecommendations are being finalised and the report will go to the Overview and Scrutiny Management Board in January 2011.
- The panel received an update on the Comprehensive Spending Review and changing national policy. The panel were advised that
  - the Council are eligible to apply for a Capitalisation Direction grant to help pay for redundancy fees and pension contributions
  - the Educational Maintenance Allowance (EMA) would be closed to new applicants in 2011 and it was not known what would replace the EMA.
  - the population in Plymouth was increasing and it was expected that 500 extra children would be going into the schooling system in 2011.
  - Five schools in the BSF project that had been affected by the Comprehensive Spending Review now face uncertainty about funding –
    - Marine Academy – to be rebuilt
    - All Saints – to be refurbished
    - Sir John Hunt and Lipson – to have new ICT facilities
    - Stoke Damerel – to be completely rebuilt
- The panel considered Locality Working, which has been adopted across the city through the Children and Young People's Trust and more recently Plymouth2020. In each locality, a commissioning group used local ward intelligence to gain a better understanding of different wards in the city. Some residents were more forthcoming in providing their views than others. The panel recommended that a written update on Locality Working, including a paper regarding current restructuring work, proposed delivery and structural models for integrated locality teams to be submitted to the next meeting.
- The panel have been challenging budget pressures within Services for Children and Young People. It was reported to the panel that the volume of children with complex needs requiring transport had attributed to the rising costs for school transport and a review of the transport plan was underway. This will continue to be tracked.
- The panel received an update on the Ofsted Unannounced Inspection action plan. The panel were advised that there is a shortage of social workers nationally. Newly qualified social workers take part in a longer induction programme and would not undertake more complex cases until after a year in post. Social work is a stressful profession and the recruitment process has to be robust. This was not currently a major issue in Plymouth due to recruitment targets having been met.

- The panel were given an update on the Carefirst system. The panel heard that the carefirst team had been recruited and that a further upgrade of the Carefirst software would deliver benefits to the end user and social worker on the front line for case recording. A pilot looking at remote working to take place in the near future. The panel agreed that a demonstration on Carefirst would take place at the developmental workshop in light of the importance of this to the service.
- The panel were given an update on the Hospital School. There were proposals for Plymouth Hospital and Outreach School to be discontinued and be replaced with a support service managed as part of the new Alternative Complementary Education (ACE) Service. The aim of the new service was to provide short stay provision for pupils to complement existing maintained provision for challenging and vulnerable children. Resolutions made by the panel –
  - support the proposal to transform the Plymouth Hospital and Outreach School to an Alternative Complementary Education (ACE) Services;
  - a report on the ACE provision, including the new support service proposed to replace the Plymouth Hospital and Outreach School, is provided to the Panel in six months time;
- The panel also received updates from the Children’s Trust, Corporate Parenting Group, Wise Theme Group and Local Safeguarding Children Board.

#### 4. On the Horizon

4.1 The panel has set out the following topic areas on the work programme for 2010/11:

Overview	<ul style="list-style-type: none"> <li>• Stability of Placements;</li> <li>• Prevalence of Chlamydia in under 25 year olds;</li> <li>• Employment for young people (not in education, employment or training);</li> <li>• Adult and community learning;</li> <li>• CAMHS Strategy;</li> <li>• Regular updates from Corporate Parenting Group, Local Safeguarding Children’s Board, Children’s Trust and LSP Wise Theme Group</li> <li>• Locality Working</li> <li>• School Transport</li> </ul>
Task and Finish	<p>A further task and finish group has been set up looking at unaccompanied asylum seeking young people in care. The task and finish group will examine access to education, review accommodation and look at the age assessment process. The group will produce a report with recommendations.</p>
Performance	<ul style="list-style-type: none"> <li>• Performance review, including budget</li> <li>• Complaints and compliments (annual report)</li> </ul>
Strategic Policy Documents	<ul style="list-style-type: none"> <li>• Youth Justice Plan</li> <li>• Children and Young People’s Plan</li> </ul>

**5. Could do better**

5.1 The following areas of improvement were identified by the panel:

- better linkage between strands of work needed e.g. schools forum, ESAG, Early Years Forum;
- more scrutiny of health-related services for children and young people needed;
- relationships in the panel are improving and most readily engaged in cross party working. However a motion to remove the Chair was formally tabled in September and subsequently withdrawn at the meeting;
- need to scrutinise effectively all aspects of services for children in the city and especially those delivered through PCC and the Children's Trust. This necessitates the development of clear protocols and stream of accountability including holding the Cabinet Member for Children and Young People more regularly.

**6. Recommendation**

6.1 That the progress of the Children and Young People Overview and Scrutiny panel is noted by the Overview and Scrutiny Management Board

Claire Oatway  
Lead Officer Children and Young People Overview and Scrutiny Panel  
6 January 2011





Topics	J	J	A	S	O	N	D	J	F	M	A
Monitoring Adaptations Budget and Performance						10					
All Our Futures										2	
Adult Social Care delivery plans and performance monitoring report.				1					16		
Dementia Strategy						10					
Tobacco Control Strategy (TBC)											
<b>Plymouth Local Involvement Network (LINKs)</b>											
LINK update and performance monitoring										2	
<b>Consultations</b>											
Consultation response to White Paper – “Liberating the NHS”				16							
<b>Task and Finish Groups</b>											
Modernisation of Adult Social Care			24		4						
<b>Performance Monitoring</b>											
NHS Plymouth, Plymouth Hospitals Trust and PCC Joint Finance and Performance Monitoring, including LAA Performance Monitoring.				1							

Key:

 = New addition to Work Programme



## Growth and Prosperity Overview and Scrutiny Work Programme 2010/11

Work programme	J	J	A	S	O	N	D	J	F	M	A
<b>Growth &amp; Regeneration</b>											
Director briefing on priorities and delivery programmes	14										
Written update on Government Policy changes		12		13	18	8		10		7	4
Review of Sub regional Growth Governance arrangements and Programme Board delivery plans								10			
Local Investment Plan								10			
Localism Update										7	
<b>Strategic Housing</b>											
Private Sector Housing Peer Review – Improvement Plan		12									
Twice Yearly Plymouth Community Homes – progress report on delivery of transfer promises.(GPOSP host presentation to all members of the council)		12				8					
Housing Strategy Issues and Options Paper								10			
Post implementation review of Devon Home Choice						8					

Work programme	J	J	A	S	O	N	D	J	F	M	A
<b>Economic Development</b>											
LSP Wealthy theme group minutes and updated themed action plans	14			13	18			10		7	
Tourism/Visitor Strategy and Place Management					18						
Worklessness										7	
<b>Transport &amp; Highways</b>											
LTP3 (15 year Strategy and 3 year Implementation plan)				13		8		10			
Equality of opportunity planning and progress (new name for Accessibility Planning)				13		8					
Eastern Corridor Briefings		12		13							
Community Events/ Road Closures; initial report on work in progress to improve event safety and policy development for recovery of costs		12									
<b>Planning Services</b>											
Local Development Framework Annual Monitoring Report								10			
S106 Revenue; (September) Initial report outlining latest situation regarding revenue (October) Follow up presentation by Officers.				13	18						



Work programme	J	J	A	S	O	N	D	J	F	M	A
Highways Maintenance (including Transport Asset Management Plan)						8/ 17	7				
Community Events and Road Closure Policy			26		6						
Driving Speeds on the Hoe (held pending Councillor Call for Action)											
South West Devon Waste Partnership (Joint Scrutiny Review)			16/ 18								

**Key**

New item
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### Children and Young People's Overview and Scrutiny Panel Work Programme 2010/11

Topics	J	J	A	S	O	N	D	J	F	M	A	M
<b>Commissioning, Policy and Performance</b>												
Joint Finance and Performance monitoring - Delivering growth - Raising Aspiration - Reducing Inequalities - Value for Communities	17			9	7 (P)	11		6	24		14 (P)	
Performance Review (including budget)					7							
<b>Learner and Family Support</b>												
Update on allocation of School Places		15										
CAMHS Strategy (written report)								6				
Children Services Locality Working						11		6				
School Transport				9				6				
Special Education Needs Statements								6				
Stability of Placements												
Bullying								6				

Topics	J	J	A	S	O	N	D	J	F	M	A	M
<b>Lifelong Learning</b>												
Visit to a primary and secondary school		15										
Employment for Young People (NEETs)												
Adult and community learning												
School Building/Capital Programme		15				11						
Primary School Attainment								6				
Pupil Referral Unit												
Post-16												
<b>Children's Social Care</b>												
OFSTED Announced Inspection - Action Plan				9								
Common Assessment Framework				9								
Youth Justice Action Plan						11						
<b>Children's Health</b>												
Prevalence of Chlamydia in under 25 year olds												
Emotional Health of Children								6				



Topics		J	J	A	S	O	N	D	J	F	M	A	M
<b>Task and Finish Groups</b>													
Task and Finish Group - Young Carers in Plymouth						15 & 28							
Task and Finish Group – Unaccompanied Asylum Seeking Young People in Care													
<b>Updates</b>													
Legislative Changes			15		9		11		6	24			
Quarterly Scrutiny Reports					9				6				
Update from Children’s Trust					9		11		6	24			
Update from Corporate Parenting Group	Recruitment and Retention of Foster Carers				9		11		6	24			
Update from Local Safeguarding Children’s Board					9		11		6	24			
Update from relevant LSP Theme Groups					9		11		6	24			
<b>Strategies and Plans</b>													
Children and Young People’s Plan										24			
<b>Training and Development</b>													
Eperform Training													
Development Session for panel members						7							

Key:

New Item
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<b>Key:</b>		<b>New Item</b>
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**YOUNG CARERS IN  
PLYMOUTH**

Children and Young People's Overview and  
Scrutiny Panel Task and Finish Group report

DRAFT

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## **I. Introduction**

The Children and Young People's Overview and Scrutiny Panel scrutinises matters relating to the health and wellbeing of children and young people living and learning in the City. The panel scrutinises the impact of services provided by agencies ranging from the Council, Health, Police, schools and colleges and the Voluntary and Community Sector. The Scrutiny Panel also considers the impact of partnerships such as the Children and Young People's Trust, Plymouth Safeguarding Children Board and Plymouth 2020 Wise Theme Group.

One of the priority issues considered by the Panel is the wellbeing of young carers in the City. The Children and Young People's Overview and Scrutiny Panel convened a task and finish group in September to hear evidence on the number of children in the City who take on caring duties, the impact that has on their development and the support provided by organisations. This report summarises the findings of that review and makes recommendations for improvements to key services.

Young carers' issues cut across a number of Council and Plymouth2020 partnership priorities, especially Aspiration and Inequalities. The Council and its partners are required to take account of the recommendations contained within this report when making decisions with regard to the future delivery and development of services affecting young carers.

The panel would like to thank the Democratic Support Officer – Amelia Boulter for support in organising the sessions. The panel would also like to thank officers and partner organisations for their contributions in the preparation for the sessions and in their cooperation in evidence gathering.

## **2. Scrutiny Approach**

The Overview and Scrutiny Management Board approved in principle, on 22 September 2010, the establishment of a Task and Finish group to review Young Carers in Plymouth with membership to be drawn from the Children and Young People Overview and Scrutiny Panel.

### Task and Finish Objectives

The group was asked to –

- Review the relevant part of the Carers Strategy.
- Ascertain how effective current strategies are in identifying young carers.
- Review the provision of support and services provided.
- Review the effectiveness of multi-agency working in identifying support for young carers in the city.
- To consider what can be done to improve identification and support for young carers.

## Membership

The Task and Finish group had a cross party membership comprising the following Councillors -

- Councillor Mrs Stephens (Chair)
- Councillor Wildy (Vice Chair)
- Councillor Mrs Nicholson

For the purposes of the review, the Task and Finish Group was supported by –

- Claire Oatway, Head of Service- Performance and Quality, Dept of Services for Children and Young People
- Mark Collings, Children’s Fund Programme Manger, Dept of Services for Children and Young People
- Amelia Boulter, Democratic Support Officer

## Methodology

The Task and Finish Group convened on two separate occasions to consider evidence and hear from witnesses -

- 15 October 2010
- 28 October 2010

Members of the Task and Finish Group aimed to examine and make recommendations on:

- Feedback on the experiences of young carers in the City
- The numbers of young carers in the City
- Processes for the identification of young carers
- Levels of support provided to young carers, to support them in their caring duties and in childhood development
- Role of services targeted at adults in identifying and supporting young carers

The Work Programme Request (PID) is attached as Appendix I.

## Background information

The Task and Finish Group heard representations from –

- Dave Schwartz, Strategic Commissioning Officer, Lead Reducing Harm and Risk Taking Behaviour, Plymouth City Council
- Helen Yeo, Team Leader for Young Carers, The Zone
- Caroline Storer, Plymouth Young Carers, Plymouth City Council
- Mark Bignell, Chief Executive, Hamoaze House
- Debbie Butcher, Commissioning Manager, Plymouth City Council
- Ruth Marriott, Chief Executive, The Zone



- Fiona Hutchings, Headteacher, Notre Dame
- Jane Taylor, Practice Manager, Parent Partnership
- Joy Howick, Head of Service Children in the Community, Plymouth City Council
- Craig McArdle, Commissioning Manager/Supporting People Manager
- Gary Walbridge, Service Manager Intermediate Care
- Kath Parker, Team Leader Adult Social Care, Plymouth City Council

Background material provided to the group included:

- Plymouth Carers Strategy
- Additional information about young carers

The panel reviewed two DVDs created by children and young people in Plymouth: 'There 2 Care', and 'Hidden Harm: Lonely'.

### **3. Key issues arising from evidence**

- The need to improve the collaboration between Adult and Children Social Services with the pooling of resources and training;
- The need for a strategy to be developed for schools to help identify young carers and to give the appropriate support;
- To ensure a consistent approach is taken on how we target universal services to young people;
- To ensure the quality of assessments undertaken at the clients' home to identify a potential young carer;
- That each school to have a named individual of senior standing to ensure that all young carers have a plan for educational and other necessary support;
- To look at the training provided on this subject and to widen this training to include practitioners, teachers, school governors/inclusion governor etc;
- Young Carers Strategy to be owned in the Carers Strategy;
- That the Parent Support Advisors play a significant part in identifying young carers and are an independent person at the schools;
- Looking at Hidden Harm and this vulnerable group and how we highlight this;
- That sensitivity is needed around the administration of EMAs;
- To recognise the work undertaken by the Zone and thanks to be extended Plymouth Young Carers Group and Hamaoze House for their excellent work;
- The DVDs to be shown to a wider audience, e.g. all members prior to a Full Council meeting and to panel members of the Children and Young People Overview and Scrutiny Panel.

## The Carers Strategy

The Carers Strategy is led by Pam Marsden, Assistant Director for Adults' Social Care. It covers a full range of services provided to carers in the City and contains a section on young carers. Panel members noted the early steps taken to include young carers as a vulnerable group. However, young carers' issues are not integrated into the whole agenda.

Within Adults Social Care there is a carers' office and carers team that carry out assessments when adult carers are identified. Alongside GPs, they have developed an adult carers register. It was not clear from the discussion who's responsibility it is to fund support to young carers – whether packages of support should be funded as part of an adults overall package.

The group heard criticism that the consultation exercises that fed into the carers strategy were not child-focussed, often general events therefore young carers issues were not properly captured.

Finally there were concerns about transition between adults' and children's services, specifically that adults' services were often too general and did not cater for younger adults' needs.

### Recommendations:

1. PCC must ensure improved collaboration and commissioning between Adult and Children Social Services. This includes clarification of funding responsibility and possibly pooling of resources;
2. Young Carers should be given more prominence within the Carers Strategy and supporting activities;
3. Adequate funding should be identified for appropriate respite for young carers.

The group heard from services for young carers that very few referrals are made from adult social care. Often, professionals working with young carers, including young carers' services or schools were not updated of changes in condition of the adult by adults' workers. This meant they were not able to fully support children. Equally, adults' workers stated that they did not always know what services were available in the community for young carers.

Workers with adults, especially Adult Social Care, were not likely to know about services available for young carers and there were concerns that assessments of adults' needs did not always identify children in a caring role. Young carers reported that they wanted to be treated as responsible carers, that sometimes adults workers withheld information.

Young carer advocates explained that in many cases if services properly supported adults in the household, there would be little demand for help for young carers. It was felt that it was felt that if the right services are provided for the adult then the need for young carers would lessen; and that there needs to be greater collaboration between Adult and Children Social Services.

### **Recommendations**

4. When a young carer is identified by Adult Social Services, that worker must trigger a referral to complete a full young carers assessment;
5. The level of joint training around young carers and Hidden Harm among Adults and Children's workers should be addressed urgently;
6. A protocol must be developed to ensure closer working between adults' workers and children's workers.

### **Identification and Support for Young Carers**

Young carers support families with a range of conditions, including parental or sibling physical disability, mental health, substance misuse or domestic abuse. Children as young as 8 are known to be carrying out duties including:

- Personal care – washing and bathing;
- Household chores, including grocery shopping;
- Financial management, including paying bills, budgeting;
- Making sure siblings get to school.

Currently there are around 170 known young carers in Plymouth. Benchmarks from national evidence forecast there are approximately 850. However, when the definition is extended to include substance misuse or domestic abuse this could be as high as 4,000. Geographically, young carers are spread citywide and this is an issue that can affect any family.

Many people, including members of the Panel were unaware of the high number of young carers and the range of reasons children are in a caring role. The panel were shocked at the numbers of young people and the tasks they are asked to undertake on a regular basis.

Many young carers are hidden from view because of fear or because they are not noticed by visiting professionals, particularly if there are other adults in the house. Young carers often want privacy and not interference and so do not raise concerns.

Training on Hidden harm issues (where parental substance misuse or mental health are reasons for young people taking a caring role) has been rolled out across the City. More services are becoming sensitized to young carers' issues, but there is still a lack of understanding.

Referrals to support services for young carers tended to come from GPs and schools. Parent Support Advisers were recognised as important link because of the relationship they develop with parents. One school had identified a senior lead for young carers who was responsible for tracking their educational progress and providing support. This did not appear to be a universal offer. Many speakers confirmed that there is a need to look at the training provided on this subject and to widen this training to include practitioners, teachers, school governors/inclusion governor etc

### Recommendations

7. DVDs on Young Carers and Hidden Harm to be shown to a wider audience, e.g. to members prior to Full Council, Children and Young People Overview and Scrutiny Panel and Health and Adult Social Care Panel;
8. Plymouth City Council should lead a media campaign to raise awareness of young carers in Plymouth.

There was strong evidence that young carers often have a very different experience of childhood:

- Education attainment is poor at school and beyond as they put the needs of their family before their own future; one promising young student refused a place at university in order to care for her sister;
- Young carers face extremely stressful situations at home, they are lonely and isolated, sometimes worrying about whether they will be taken away by social care, whether their parent might overdose, or whether benefits will be stopped;
- Young carers often miss out on social skills, they don't go out and play with other children;
- Young carers have a lot of love and loyalty to their family but this can often give way to hurt, anger and confusion as well as distrust of adults;
- There is a worrying generational cycle among young carers, 40-60% of young people in drug treatment services have parents who abused substances;
- bullying is a major issue for young carers both in the community and at school;
- young people are sometimes financially penalised if they have to take time off education to care;
- the young carers tend to become 'mini adults' and take on additional duties which go beyond that which is usually acceptable e.g. responsibility for paying household bills, food shopping, collection of medicines, lifting and carrying heavy loads etc;
- one female young carer had been caring for a male member of her extended family throughout her teenage life and was responsible for bathing him, but had not been identified as a young carer;
- Young carers are not treated as disadvantaged and therefore cannot access additional help that other vulnerable groups receive e.g. children in care receive laptops;
- Parents often feel ashamed or trapped and do not declare the support their children offer.

Plymouth Young Carers at Efford, run by Plymouth City Council, provides part-time support to young people. It currently supports 50 children with 20 children on a waiting list. The service provides opportunities for those children to meet other young carers, to relax and to re-learn to play. The young carers' project provides advice on health, including sexual health as well as benefits advice.

The Zone runs a variety of services to raise awareness of young carers' issues and to assess and support young carers. They suggested that young carers want practical support, for example:

- A card system to flag up "I'm a young carer", so that professionals take into account their role and share appropriate information with them;
- being able to leave school early to collect siblings if needed.

Some schools consider young carers needs as part of their inclusion duties, for example with a designated teacher that tracks the welfare and educational needs of young carers in a similar way to other vulnerable groups. This enables a relationship of trust to be built up and opportunities for young people to be given the space they need to study.

#### **Recommendations**

9. Plymouth Young Carers at Efford, The Zone and Hamoaze House should be praised for the good work they do with young carers;
10. Young carers should be identified as a vulnerable group by all agencies working with children and be provided with additional support where appropriate;
11. PCC should work with schools to develop a strategy to help identify young carers and to ensure appropriate support is given. This includes an identified Governor/Inclusion Governor, to be trained in identifying young carers , and a named senior staff member to ensure young carers have a plan of educational support;
12. Headteacher representatives should come forward with proposals to audit and identify young carers in schools;
13. PCC should evaluate existing services to ensure the universal offer is appropriate;
14. PCC to review, resource and plan for adequate support for young carers, especially if additional young carers are identified;
15. PCC should provide young carers with assistance for carers duties, including lifting;
16. Schools should ensure sensitivity and priority is given to young carers on the administration of school support or welfare funds.

## 7 Recommendations

The following recommendations are commended to the Overview and Scrutiny Management Board for approval:

<p><b>PCC General</b></p>	<ol style="list-style-type: none"> <li>1. DVDs on Young Carers and Hidden Harm to be shown to a wider audience, e.g. to members prior to Full Council, Children and Young People Overview and Scrutiny Panel and Health and Adult Social Care Panel;</li> <li>2. Plymouth City Council should lead a media campaign to raise awareness of young carers in Plymouth;</li> <li>3. Plymouth Young Carers at Efford, The Zone and Hamoaze House should be praised for the good work they do with young carers;</li> <li>4. PCC should review, resource and plan for adequate support for all young carers; especially if more young carers are identified;</li> <li>5. The level of joint training around young carers and Hidden Harm among Adults' and Children's workers should be addressed urgently;</li> <li>6. A protocol to ensure closer working between adults' workers and children's workers must be developed;</li> <li>7. PCC should provide young carers with assistance for carers duties, including safe lifting;</li> <li>8. PCC must ensure improved collaboration and commissioning between Adult and Children Social Services. This includes clarification of funding responsibility and possibly pooling of resources;</li> <li>9. Young Carers should be given more prominence within the Carers Strategy and supporting activities;</li> <li>10. Adequate funding should be identified for appropriate respite for young carers;</li> <li>11. Progress is reviewed after 12 months by the Children and Young People's Scrutiny Panel.</li> </ol>
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<b>PCC Community Services</b>	<p>12. When a young carer is identified by Adult Social Services, that worker must trigger a referral to complete a full young carers assessment as part of the adult care plan;</p> <p>13. PCC should provide young carers with assistance for carers duties, including safe lifting.</p>
<b>PCC Services for Children and Young People</b>	<p>14. Young carers should be identified as a vulnerable group by all agencies working with children and be provided with additional support where appropriate;</p> <p>15. PCC should work with schools to develop a strategy to help identify young carers and to ensure appropriate support is given. This includes an identified Governor/Inclusion Governor, to be trained in identifying young carers , and a named senior staff member to ensure young carers have a plan of educational support;</p> <p>16. PCC should evaluate existing services to ensure the universal offer is appropriate.</p>
<b>Schools and partner organisations</b>	<p>17. PCC should work with schools to develop a strategy to help identify young carers and to ensure appropriate support is given. This includes an identified Governor/Inclusion Governor, to be trained in identifying young carers , and a named senior staff member to ensure young carers have a plan of educational support;</p> <p>18. Schools should ensure sensitivity and priority is given to young carers on the administration of school support or welfare funds;</p> <p>19. Headteacher representatives should come forward with proposals to audit and identify young carers in schools.</p>



**Request for Scrutiny  
Work Programme Item**

<b>1</b>	<b>Title of Work Programme Item</b>	Young Carers in Plymouth
<b>2</b>	<b>Responsible Director (s)</b>	Bronwen Lacey, Director of Services for Children and Young People
<b>3</b>	<b>Responsible Officer</b>  <b>Tel No.</b>	Mairead McNeil, Assistant Director
<b>4</b>	<b>Relevant Cabinet Member(s)</b>	Councillor Mrs Watkins, Cabinet Member for Children and Young People
<b>5</b>	<b>Aim</b>	To examine the way young carers in Plymouth are identified and how the need to provide support and services are met.
<b>6</b>	<b>Objectives</b>	<p>To review the relevant part of the Carers Strategy.</p> <p>To ascertain how effective current strategies are in identifying young carers.</p> <p>Review the provision of support and services provided.</p> <p>How effective is multi-agency working in identifying support for young carers in the city.</p> <p>To consider what can be done to improve identification and support for young carers.</p>
<b>7</b>	<b>Benefits</b>	To raise awareness of the existence of young carers and their needs. To help to foster multi-agency working.
<b>8</b>	<b>Beneficiaries</b>	Young carers in the city of Plymouth. Families of young carers. Plymouth City Council and its partners.



<b>9</b>	<b>Criteria for Choosing Topics</b>	Item on the Children and Young People Overview and Scrutiny work programme.		
<b>10</b>	<b>Scope</b>	<b>Definition –</b> A young carer or young caregiver is a child or young person (up to the age of 18 or in some programs 25) whose life is affected by looking after someone with a disability or a long-term illness		
<b>11</b>	<b>Exclusions</b>			
<b>12</b>	<b>Programme Dates</b>	Task and finish to take place over 2 days in October 2010.		
	<b>Timescales and Interdependences</b>	<b>Milestones</b>	<b>Target Date for Achievement</b>	<b>Responsible Officer</b>
<b>13</b>	<b>Links to other projects or initiatives / plans</b>	Health and Adult Social Care Overview and Scrutiny Panel Task and Finish Group on Modernisation of Adult Social Care – TBC		
<b>14</b>	<b>Relevant Overview and Scrutiny Panel / Membership if Task and Finish Group</b>	Children and Young People Overview and Scrutiny Panel Health and Adult Social Care Overview and Scrutiny Panel		
<b>15</b>	<b>Lead Officer for Panel</b>	Claire Cordory-Oatway		
<b>16</b>	<b>Reporting arrangements</b>	Children and Young People Overview and Scrutiny Panel Overview and Scrutiny Management Board Cabinet		
<b>13</b>	<b>Resources</b>	Staff time and witnesses		
<b>14</b>	<b>Budget implications</b>	Minimal		
<b>15</b>	<b>Risk analysis</b>	Young carers not receiving support and services.		
<b>16</b>	<b>Project Plan / Actions</b>	Project plan to be prepared by the panel in consultation with relevant partner agencies.		

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