

Co-operative Scrutiny Board

Wednesday 13 August 2014

PRESENT:

Councillor James, in the Chair.

Councillor Mrs Aspinall, Vice Chair.

Councillors Mrs Beer, Bowie, Bowyer (substitute for Councillor Darcy), Philippa Davey, Sam Davey (substitute for Councillor Kate Taylor), Michael Leaves (substitute for Councillor Jordan), Sam Leaves, Murphy and Jon Taylor.

Apologies for absence: Councillors Darcy, Jordan and Kate Taylor.

Also in attendance: Ken Blunt (Co-operative Centre of Operations Programme Manager), Andy Fullard (Business Architect), Ross Jago (Performance and Research Officer), Richard Grant (Local Planning Team Leader) and Helen Wright (Democratic Support Officer)

The meeting started at 4.00 pm and finished at 5.15 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.

32. **DECLARATION OF INTEREST**

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

33. **MINUTES**

The Board agreed that the minutes of the meeting held on 23 July 2014 are confirmed as a correct record.

34. **CHAIR'S URGENT BUSINESS**

There were no items of Chair's urgent business.

35. **WORK PROGRAMMES**

The Board considered and approved its work programme.

36. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY**

There were no decisions taken under delegated authority to report to this meeting.

37. **TRACKING DECISIONS**

The Board considered its schedule of decisions and noted the latest position.

38. **FORWARD PLAN OF KEY DECISIONS AND PRIVATE BUSINESS**

The Board considered the following executive decisions in the Forward Plan which were scheduled to be discussed at Cabinet between July 2014 – November 2014 –

- award of building contract for Langage employment units and to agree any associated financial increases within the capital programme;
- review and prioritisation of the capital programme;
- category management: fleet services project business case;
- strategic business case for commercialisation;
- the brilliant co-operative street service business case;
- parking IT and PCN processing contract;
- carers' strategy 2014-18 and carers' action plan 2014-2015;
- dementia strategy overview Devon and Plymouth and dementia action plan 2014-2015;
- new community economic development trust;
- residential and nursing care home fair price for care.

The Chair advised that the business cases for category management fleet services, commercialisation and the brilliant co-operative street services would be considered jointly by the Working Plymouth Panel and Your Plymouth Panel scheduled to be held on 28 August 2014.

Order of Business

With the permission of the Chair, the order of business on the agenda was amended, as set out below in the minutes.

39. **CALL-INS**

There were no call-ins to consider.

40. **URGENT EXECUTIVE DECISIONS**

There were no urgent executive decisions to consider.

41. **RECOMMENDATIONS**

There were no recommendations to consider.

42. **CO-OPERATIVE REVIEW(S)**

The Board considered and agreed the co-operative review relating to the business cases for the brilliant co-operative street services, category management fleet services and commercialisation which would be undertaken jointly with the Working Plymouth Panel and Your Plymouth Panel. The meeting to consider these items would be held on 28 August 2014.

43. **CO-OPERATIVE CENTRE OF OPERATIONS: METHOD AND APPROACH**

The Co-operative Centre of Operations Programme Manager (Ken Blunt) together with Business Architect (Andy Fullard) provided a presentation on the method and approach for the method and approach for the Co-operative Operations which highlighted the following key areas –

- first cut programme plan;
- overview of Plymouth City Council transformation programme;
- what is the Co-operative Centre of Operations (CCO);
- conceptual design (level 0);
- conceptual design (level 1);
- current situation (as is) consultation with Plymouth citizens;
- as is scenario viewed upon conceptual design (level 0);
- consultation with Plymouth citizens – vision for the future (to be);
- to be scenario viewed upon conceptual design (level 0);
- benefits of the Co-operative Centre of Operations Programme – method and approach.

In response to questions raised by the Board, it was reported that –

- (a) the deadlines quoted in the presentation, had been used as an example, however any agreed deadlines would need to be achievable; in order to be able to deliver these services new IT systems would be implemented;
- (b) although there would be a reduction in the number of staff, the skills set required by the Council would still be retained;
- (c) consideration would be given to any future changes in central government whilst ensuring exit strategies were put in place;
- (d) at this stage, it was too early to bring forward a business case; comprehensive work was ongoing to look at the present (as is) and future (to be) requirements of the organisation;
- (e) although the timetable for the business case had slipped, the method and approach document would set how and when the business case would be delivered (the method and approach document would be submitted to Cabinet in November 2014).

The Chair thanked Ken Blunt (Co-operative Centre of Operations Programme Manager) and Andy Fullard (Business Architect) for attending the meeting.

44. **PLYMOUTH PLAN**

The Strategic Director for Place submitted a report on the Plymouth Plan, which highlighted the following key points –

- (a) in September 2012, the Cabinet approved the review of the Council's Core Strategy and supporting Area Action Plans, taking forward the city's statutory Development Plan and establishing the foundations for the preparation of the new Plymouth Plan;
- (b) the engagement process had been progressing with events being held during 2013; events were also scheduled throughout the summer months of 2014 (Plymouth Plan Connections and the Plymouth Plan sofa); work was also ongoing to ensure that the evidence base was robust;
- (c) the engagement process included three strands of work which included the publication of the –
 - Plymouth Plan Areas Assessments;
 - Plymouth Plan Topic Papers;
 - evidence based studies;
- (d) work was currently being undertaken to set out the results of the work and prepare the consultation draft Plymouth Plan Part One by December 2014;
- (e) the Plymouth Plan Part One Consultation Draft would be considered by the Cabinet at its meeting on 9 December 2014 and could contain the following –
 - the vision for the city;
 - strategic objectives based around the nine Plymouth Plan themes;
 - four Area Visions covering Plympton, Plymstock, North Plymouth and South Plymouth;
 - targets and monitoring;
- (f) if the Plan was approved by Cabinet in December 2014, it would be subject to a further six weeks of consultation early in 2015;

- (g) the Plymouth Plan Part Two would be worked up in 2015; this part of the Plan would deal with site allocations and designations, which would show how the objectives of the Plan would be delivered by setting out sites for development and designating sites to be protected; once this had been prepared it would be combined with Part One of the Plan, consulted on and submitted to the Government by April 2016.

The Board agreed to scrutinise (at a date to be confirmed) the Plymouth Plan Part One (Strategic Framework Draft) prior to it being considered at the Cabinet meeting scheduled for 9 December 2014.

The Chair thanked Richard Grant (Local Planning Team Leader) for attending.

45. **EXEMPT BUSINESS**

There were no items of exempt business.