



Democratic Support

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#workingplymouth

WORKING PLYMOUTH

Wednesday 14 October 2015
4.00 pm
Council House (Next to the Civic Centre), Plymouth

Members:

Councillor Ricketts, Chair
Councillor Murphy, Vice Chair
Councillors Ball, Deacon, Fletcher, Hendy, Jarvis, Martin Leaves, Morris, Storer and Wheeler.

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

For further information on attending Council meetings and how to engage in the democratic process please follow this link - <http://www.plymouth.gov.uk/accesstomeetings>

Tracey Lee
Chief Executive

WORKING PLYMOUTH

AGENDA

PART I – PUBLIC MEETING

1. APOLOGIES

To receive apologies for non-attendance by panel members.

2. DECLARATIONS OF INTEREST

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

3. MINUTES (Pages 1 - 6)

To confirm the minutes of the meeting held on 8 July 2015.

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. HISTORY CENTRE PRESENTATION

Members will be provided with an introduction to Event Communications as the contracted company for exhibition design of the History Centre and will receive an update on the process.

6. PLANNING AND BUILDING CONTROL (Pages 7 - 8)

For Members to be provided with a briefing upon how the planning and building control services work together.

7. CORPORATE PLAN MONITORING

For Members to be provided with a presentation highlighting progress against the Local Economic Strategy, specifically job creation, City Deal and inward investment and upcoming milestones.

8. ROLE OF THE LOCAL ECONOMIC PARTNERSHIP (Pages 9 - 10)

Members will be provided with a presentation upon the role of the Local Economic Partnership, Growth Deals and their impact on Plymouth businesses. Is any action required to improve effectiveness?

9. TRACKING RESOLUTIONS AND UPDATE FROM THE COOPERATIVE SCRUTINY BOARD (Pages 11 - 12)

For the panel to review and monitor the progress of tracking resolutions and receive relevant feedback from the Co-operative Scrutiny Board.

10. WORK PROGRAMME (Pages 13 - 14)

The Panel to discuss and agree future items for the Working Plymouth Work Programme.

11. 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 I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

PART II (PRIVATE MEETING)

AGENDA

MEMBERS OF THE PUBLIC TO NOTE

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

NIL.

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Wednesday 8 July 2015

PRESENT:

Councillor Ricketts, in the Chair.

Councillor Murphy, Vice Chair.

Councillors Ball, Deacon, Fletcher, Hendy, Jarvis, Martin Leaves, Morris, Storer and Wheeler.

Also in attendance: Paul Anderson (Account Manager), Mike Artherton (Parking, Marine and Highways Policy Service Manager), Councillor Coker (Cabinet Member for Strategic Transport and Planning), Victoria Hutchins (Watchman in Chief), Gill Peele (Lead Officer), Helen Rickman (Democratic Support Officer), Dan Sharpe (Senior Planner), Adrian Trim Councillor Vincent (Cabinet Member for Streetscene) and Councillor Vincent (Cabinet Member for Streetscene).

The meeting started at 4.00 pm and finished at 6.00 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.

46. **TO NOTE THE APPOINTMENT OF CHAIR AND VICE CHAIR**

Members noted the appointment of Councillor Ricketts as Chair and Councillor Murphy as Vice Chair for the Working Plymouth scrutiny panel 2015 – 2016.

47. **DECLARATIONS OF INTEREST**

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

48. **MINUTES**

It was agreed that the minutes of 18 March 2015 were an accurate record of the meeting.

49. **CHAIR'S URGENT BUSINESS**

There were no items of Chair's Urgent Business.

50. **WORKING PLYMOUTH TERMS OF REFERENCE**

Members noted the Working Plymouth terms of reference.

51. **WORK PROGRAMME**

Councillor Vincent (Cabinet Member for Streetscene) and Councillor Coker (Cabinet Member for Strategic Transport and Planning) provided Members with a brief overview of their portfolio responsibility priorities in order to help inform the Working Plymouth work programme.

Members were advised that –

- (a) priorities for Councillor Vincent's portfolio included refuse collections (specifically removing waste bins from the road), Waterfront improvements and street furniture replacement. The aim was to improve the look of the city by 2020 in order to attract visitors and businesses;
- (b) priorities for Councillor Coker's portfolio included maintaining the impetus from the Transport Board and the Local Enterprise Partnership, working with colleagues in Devon, Torbay and Somerset to get the maximum funding for transport issues in Plymouth, overseeing the contract for highways maintenance due in 2017 and overseeing the development of the Plymouth Plan.

In response to questions raised it was reported that –

- (c) recycling in the city was currently at a 38% collection rate; the Council was looking to encourage schools and outlets such as restaurants to increase their recycling;
- (d) the Fort Side Business Park was a major development currently under proposal; Councillor Coker confirmed that he was due to have a meeting with the Assistant Director for Strategic Planning and Infrastructure to discuss the long term objectives for the area. The traffic modelling for this scheme would be shared with Working Plymouth once it was available.

Members discussed the inclusion of the following items on the Working Plymouth work programme and agreed to recommend them to the Co-operative Scrutiny Board for approval:

- Recycling food waste
- Update on the Mayflower 2020 celebrations
- Tamar Bridge and Torpoint Ferry – tags, charges and repair work
- Difference between city centre parking and district parking
- 1000 club in relation to apprenticeships/ encouraging women back into work
- Waste
- History Centre
- Building regulation and planning department and how they work together
- Section 106 money – collecting/ spending

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.

52. INDIVIDUAL STREET PARKING ISSUES

Mike Artherton (Parking, Marine and Highways Policy Service Manager) provided Members with a presentation on individual street parking issues.

Members were advised that –

- (a) a review upon On Street Parking was undertaken in September 2010 to

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assess residents parking, business permits and 'forced rotation'; three main changes included increased residents parking in specific areas, pay and display bays in under-utilised areas as well as dual use sites;

- (b) forced rotation was implemented in certain sites in Crownhill and Union Street whereby the machine would issue a ticket for a specific period of time making people unable to park there again once the ticket had run out;
- (c) a Controlled Parking Zone (CPZ) was a defined area requiring vehicles to display a valid permit during prescribed hours in order to restrict non-residential use; there were 51 Controlled Parking Zones in Plymouth with 22 variations. The first zone was implemented in 1974;
- (d) the review was undertaken because there was a lack of a defined criteria to determine requests for CPZs; the review started in December 2013 and heard evidence from MPs, Councillors, Neighbourhood Liaison Officers, the Chamber of Commerce, Plymouth Community Homes and transport and planning officers. The review was concluded in April 2014 and approved by Cabinet in July 2014;
- (e) as a result of the review it was determined that the trigger to instigate a CPZ was to determine if 20% or more of residents parking was regularly occupied by non-residential vehicles; residents were also required to inform elected members of challenges experienced when parking and members would work with the community to help address issues. A ballot would then be undertaken whereby a 30% response was required to assess if a CPZ should be implemented – 51% or more of those having responded to the ballot would need to be in support of the CPZ for it to be successful;
- (f) the review determined that all future CPZ's should apply 7 days a week, that the minimum intervention to address the problem should be used, restrictions should apply for 3, 6, 12 or 24 hours a day, hours of operation of a CPZ should be determined co-operatively between members and residents and vehicles exceeding 5.5m should be excluded;
- (g) since the review officers had supported Members at community meetings, created a 'polling card' to support consultation and supported members balloting in four wards; three ballots had achieved the required return rate and new CPZ schemes were now being implemented in St Judes, Crownhill and Stoke.

In response to questions raised it was reported that –

- (h) parking spaces were approximately 5.5m in length therefore would not exclude traditional transit vans;
- (i) it was the role of Members to work with their local community to assess the needs of residents and establish if there was a perceived need for a CPZ;
- (j) officers were not aware that people were parking in residential areas across the city and then getting a taxi to the train station as it was cheaper than parking however agreed to look into this issue;
- (k) officers were not aware when the contract for the privately operated car park

in Mutley was due to run out however would confirm and report back to Members;

- (l) of the four CPZ ballots that had been undertaken recently, only three were successful;
- (m) officers were assessing if 'forced rotation' parking would be beneficial at the Royal William Yard to help ease parking issues;
- (n) officers were aware that new housing developments and the variation of houses to HMOS (houses of multiple occupation) were causing increased pressure on the highway network; the Cabinet Member for Strategic Transport and Planning was continuing to work on this issue;
- (o) officers agreed to provide the CPZ presentation to Members.

The Chair thanked Councillors Vincent and Coker for their attendance at the meeting.

Agreed that Street Parking Issues would be included on the panel's work programme for a further update to be provided at a future meeting.

53. **HIGHWAYS PARTNERSHIP / LIVING STREETS**

Adrian Trim (Head of Highways, Parking and Marine Services), Victoria Hutchins (Watchman in Chief), Paul Anderson (Account Manager), Dan Sharpe (Senior Planner), Councillor Coker (Cabinet Member for Strategic Transport and Planning) and Councillor Vincent (Cabinet Member for Streetscene) provided Members with a presentation upon the Highways Partnership/ Living Streets.

Members were advised that –

- (a) initially in 2013 there was a small budget set aside for highways schemes in the city that could be requested by the police, MPs, local Councillors and local residents; there were approximately 2000 requests per year of which it was considered that only 1200 applications were valid;
- (b) the valid schemes would be judged alongside a set criteria to ensure they were of benefit to the city; out of the 1200 valid applications, officers considered they could only realistically deliver 10 requests;
- (c) Councillor Coker, as Cabinet Member for Transport, amended the scheme to the Living Streets budget whereby ward councillors were allocated a sum of money, approximately £4000 per ward, to help prioritise works via consultation with local residents;
- (d) the programme was designed for small highways schemes that, when implemented, could benefit the quality of life for local communities;
- (e) the Living Streets scheme was introduced as a pilot and mistakes had occurred due to miscommunication, but the workings of the scheme had improved;
- (f) it was considered that local Councillors were best placed to advise on

priorities for their local community. Once a scheme had been submitted it was the job of officers to develop initial costs and design the scheme; this could take up to six weeks;

- (g) schemes relating to Traffic Regulation Orders (TROs) or works involved with underground services could take up to a minimum of six weeks to progress due to the requirement to advertise; planned traffic or highways works to be undertaken in the area would also be considered;
- (h) scheme costs were continually reviewed to ensure that Councillors were provided with the most accurate information available; the Council was only charged for the cost of work incurred;
- (i) schemes involving TROs including double yellow lines, controlled parking zones or speed limits had to be advertised due to a statutory requirement; this added costs and time to the scheme;
- (j) 90 schemes had been delivered through the Living Streets programme;
- (k) Councillors had been provided with their Living Streets information packs for 2015/16 and had been invited to meet with officers to discuss options;
- (l) officers fell behind with schemes in the last quarter of the financial year as several applications were committed during this period and Officers were not prepared for this;
- (m) applications linking to white bar markings or disabled parking bays should not be submitted through the Living Streets budget as these were subject to separate rules and regulations.

In response to questions raised it was reported that –

- (n) pedestrian crossings were included within the scope of the Living Streets scheme;
- (o) the Living Streets table of schemes did not list who requested the scheme or when it was requested; Officers agreed to provide this information for future schemes as well as monthly updates including updated information as the schemes progress, the date schemes were requested and approved, estimated budget figures, actual budget figures and a rolling balance per Ward/Councillor;
- (p) Officers had undergone training for the administration of the Living Streets scheme;
- (q) Officers took on board comments that Ward Councillors should see all applications for the Living Streets scheme before they were added to the published list;
- (r) Officers were double checking applications to ensure that requests were allocated to the correct ward budget;
- (s) Officers agreed to email Working Plymouth Councillors with a copy of the

Living Streets powerpoint presentation;

- (t) every scheme was assessed on its own merits;
- (u) the Council was under contract with Amey to undertake works associated with the Living Streets scheme; Members were assured that value for money was provided;
- (v) works undertaken by Amey were of a high quality and those employed were accredited to work on the highway network. Services that had to be re-routed because of works carried out by Amey would be put back correctly.

The Chair thanked Officers and Cabinet members for their attendance.

Agreed to recommend to the Co-operative Scrutiny Board that Living Streets is included on the Working Plymouth work programme and that an extra meeting of the panel is arranged to scrutinise and seek assurance regarding the Living Streets process and costs involved.

54. **TRACKING RESOLUTIONS AND UPDATE FROM THE CO-OPERATIVE SCRUTINY BOARD**

The Democratic Support Officer advised Members that the Co-operative Scrutiny Board had not yet had their first meeting and that tracking resolutions from the Working Plymouth panel from 2014/15 had been completed.

55. **EXEMPT BUSINESS**

There were no items of exempt business.

VALIDATION OF FP,BN,RG applications within 2 working days
measured from Date of Deposit to PI Date 1

	Within target	Over target	Total	% within target
April	43	1	44	97.73
May	46	4	50	92.00
June	42	1	43	97.67
July	60	5	65	92.31
August	46	7	53	86.79
September	42	1	43	97.67



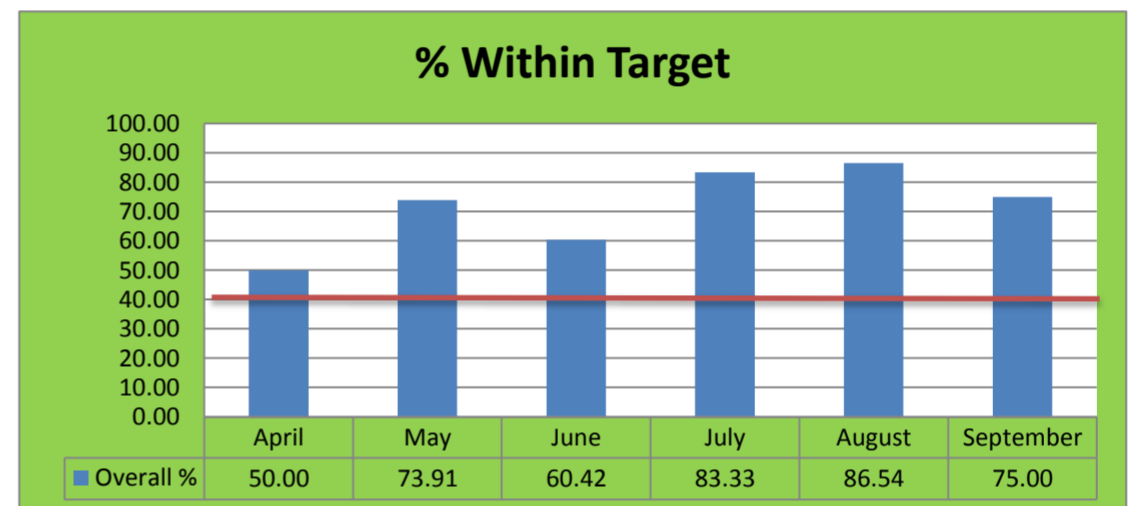
Target of 90% Full plans checked within 14 working days
Measured from deposit date to plans checked date

	Within target	Over target	Total	% within target
April	40	3	43	93.02
May	54	6	60	90.00
June	44	4	48	91.67
July	41	8	49	83.67
August	49	14	63	77.78
September	43	14	57	75.44



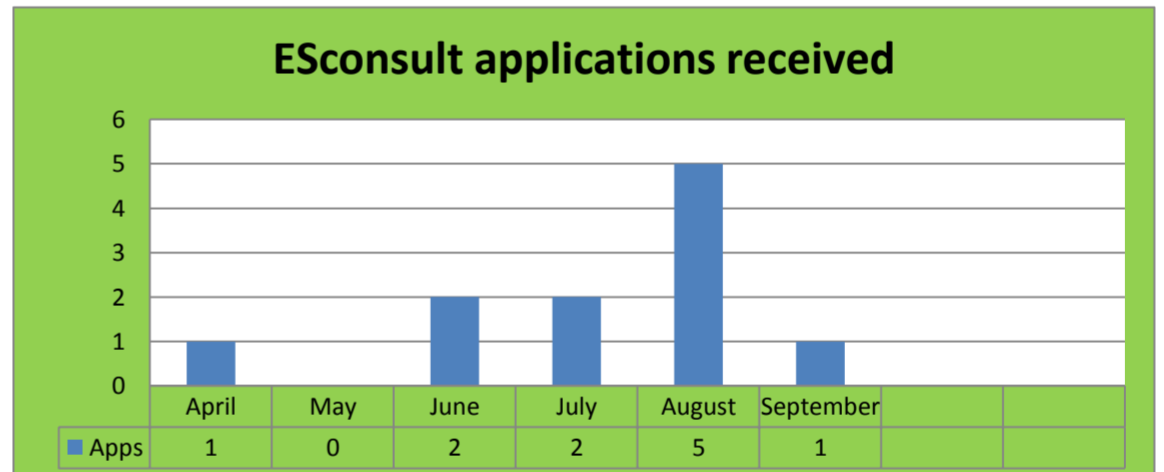
Target of 40% Full plans checked within 7 working days
Measured from deposit date to plans checked date

	Within target	Over target	Total	% within target
April	19	19	38	50.00
May	34	12	46	73.91
June	29	19	48	60.42
July	35	7	42	83.33
August	45	7	52	86.54
September	30	10	40	75.00



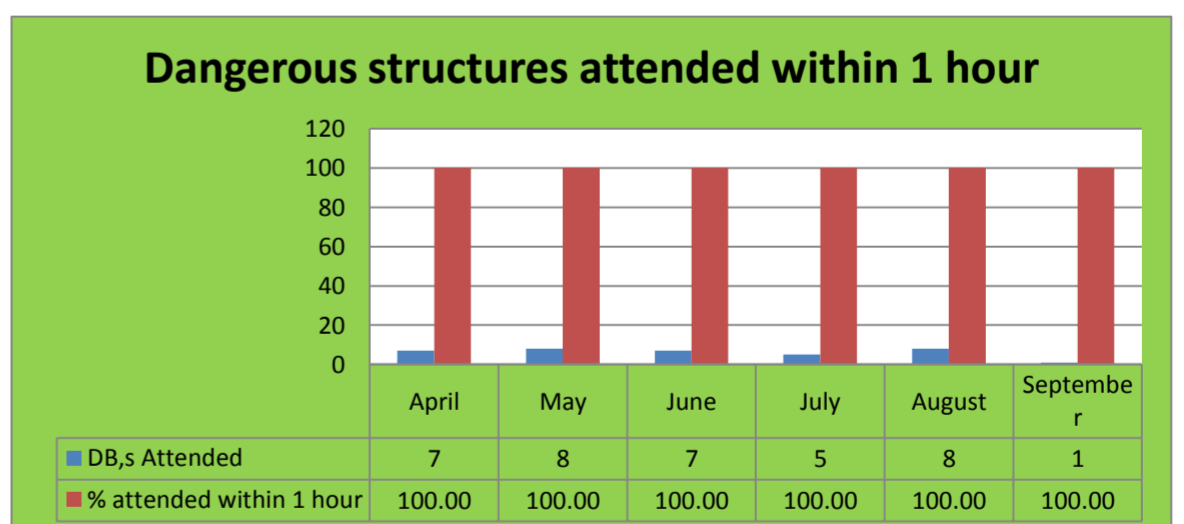
Number of ESconsult applications received

	Over target	Total
April	1	1
May	0	0
June	2	2
July	2	2
August	5	5
September	1	1



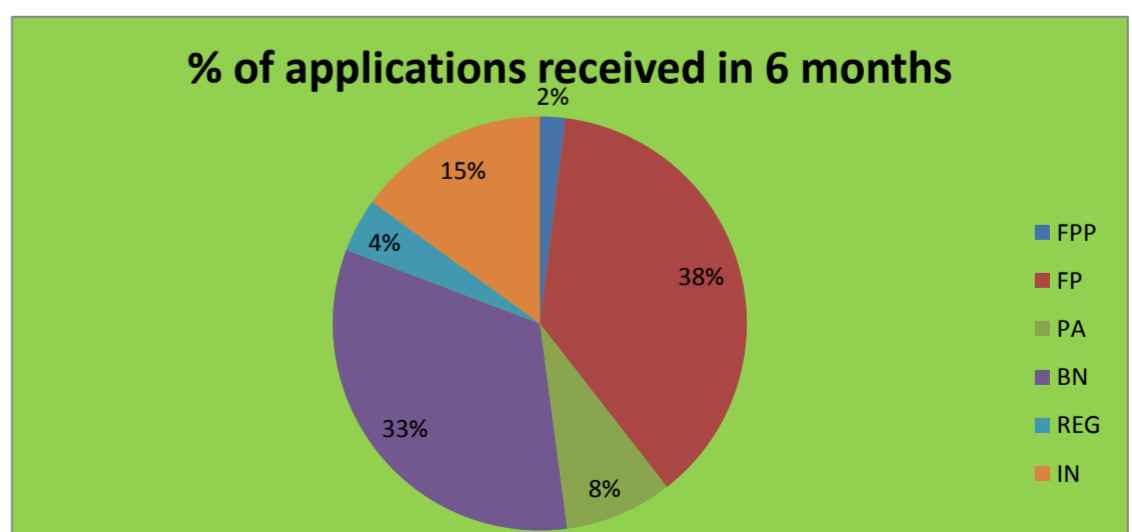
(CURRENT BC PERFORMANCE TARGET)

	Within target	Over target	Total	% within target
April	7	0	7	100.00
May	8	0	8	100.00
June	7	0	7	100.00
July	5	0	5	100.00
August	8	0	8	100.00
September	1	0	1	100.00



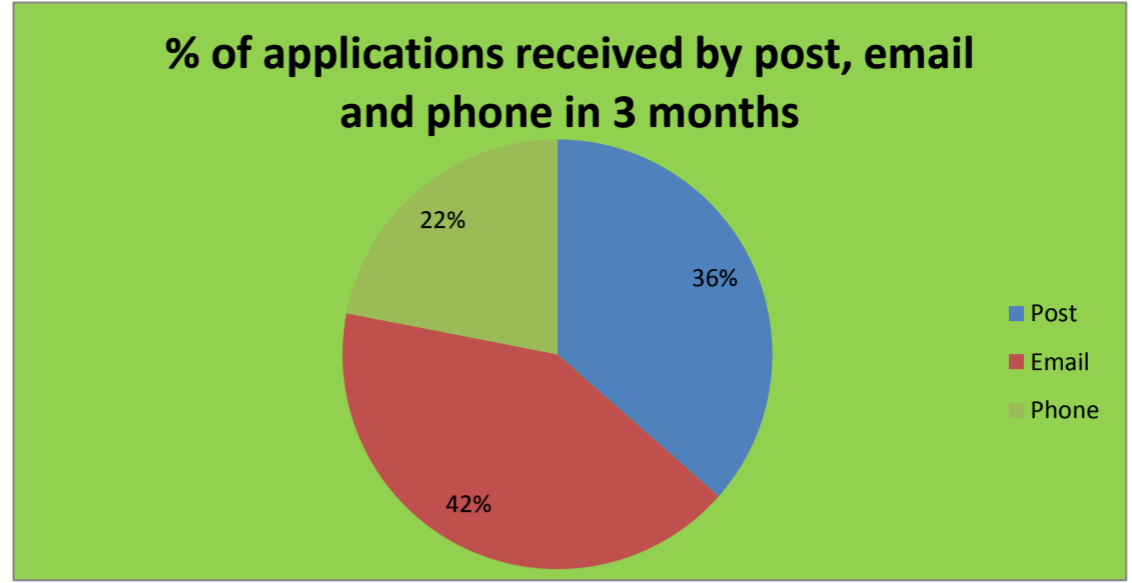
Number and type of application received

Name	Count
FPP	15
FP	285
PA	64
BN	250
REG	32
IN	114
Total	760



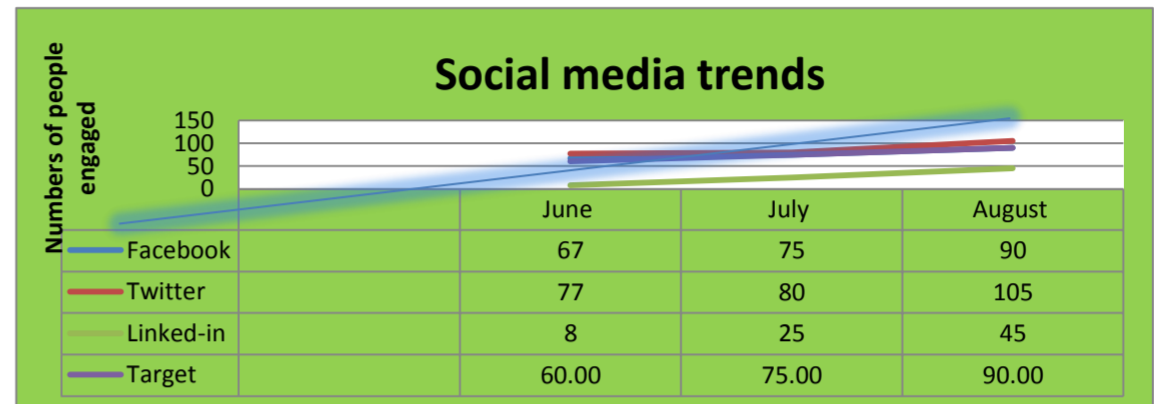
Number of FP, BN, & REG received by phone, email, or post

Name	
Post	158
Email	180
Phone	95



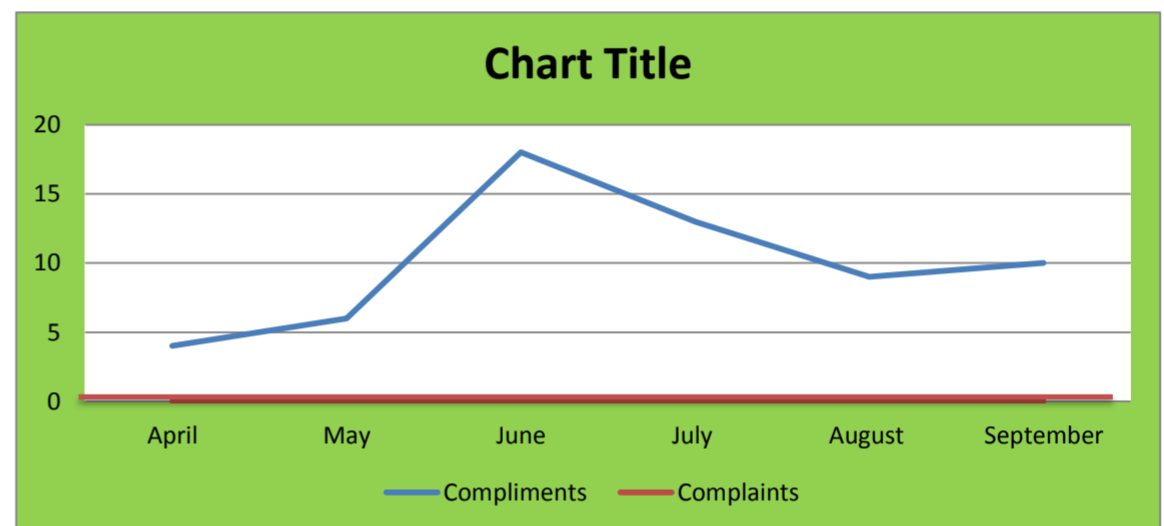
Social media trends (by the end of the month)

	Facebook	Twitter	Linked-in	Target
June	67	77	8	60.00
July	75	80	25	75.00
August	90	105	45	90.00
September				



Compliments Received

Month	Compliments	Complaints
April	4	0
May	6	0
June	18	0
July	13	0
August	9	0
September	10	0



WORKING PLYMOUTH

Economic Development

**LOCAL ECONOMIC STRATEGY &
LOCAL ENTERPRISE PARTNERSHIP**

14 October 2015

I. Overview

- 1.1 Growing Plymouth, one of the Corporate Plan's Objectives, is focused on *'making our city a great place to live by creating opportunities for better learning and greater investment, with more jobs and homes.'*
- 1.2 This summary briefing and subsequent presentation to Working Scrutiny outlines how PCC is delivering this Corporate Plan objective, and therefore the city's growth ambitions. Specifically the presentation will focus on the following Corporate Plan outcomes:

i. 'A strong economy creating a range of job opportunities':

K12: 'Intensify work with the Plymouth Growth Board and partners to deliver the Local Economic Strategy through systems leadership and continue to invest in the GAME Programme providing additional capacity to ensure Plymouth benefits from growth opportunities.'

K13: 'Enhance support to the Local Enterprise Partnership to maximise investment and economic growth in the Heart of the South West area through a Growth Deal and EU.'

ii. 'Plymouth is an attractive place for investment':

K18: 'Enhance support to the Local Enterprise Partnership to maximise investment and economic growth in the Heart of the South West area through a Growth Deal and EU.'

- 1.3 Achieving K12, K13 and K18 is primarily through delivery of the Plymouth Local Economic Strategy (which is overseen by the Plymouth Growth Board) and through working with the Heart of the South West Local Enterprise Partnership (HotSW LEP).

2. K12

- 2.1 Working Scrutiny will receive a presentation from Paul Woods, Chair of the Plymouth Growth Board, to demonstrate how the city is delivering against the ambitions and projects within the Local Economic Strategy (LES).
- 2.2 The panel will receive copies of the LES summary document, outlining the six 'flagship' areas of delivery. http://www.plymouth.gov.uk/les_review_highlights.pdf
- 2.3 Over the past 12 months, the Plymouth Growth Board has received a detailed progress update against each flagship. These can be viewed here <http://www.plymouth.gov.uk/pgb>. Key projects and programmes from these reports will be highlighted in the presentation to the panel.

3. KI3 and KI8 (note that the wording for these is identical)

- 3.1 Working Scrutiny will receive an update on funding secured by the HotSW LEP, which includes Growth Deal funding.
- 3.2 In Growth Deal 1, the HotSW LEP received circa £130m (the eighth largest allocation out of all 39 LEPs). Plymouth received approx £27.5m of this, including £3m for Plymouth Science Park Phase 5 and £5m for a new STEM Centre at City College.
- 3.3 In Growth Deal 2, HotSW LEP received the largest allocation out of all the LEPs (circa £65m). Plymouth received £22.5m for Forder Valley Link Road and £1.5m for South Yard and the new Enterprise Zone.

4. Inward Investment

- 4.1 Working Scrutiny will also receive an update on how the Council is attracting inward investment from the private sector. The panel will be shown the city's inward investment video and see examples of the investment guide.
- 4.2 In addition, the panel will receive an update on how PCC is leading inward investment on behalf of the HotSW LEP. This includes securing £300k from BIS to fund inward investment and securing £100k to support five marine trade missions from the Britain is Great campaign.

WORKING PLYMOUTH

Tracking Resolutions and Recommendations
2015 - 2016



Date, agenda item and Minute number	Resolution	Target date, Officer responsible and Progress	
		Date:	Officer:
8 July 2015 Minute 52 Individual Street Parking Issues	<u>Agreed</u> that Street Parking Issues would be included on the panel's work programme for a further update to be provided at a future meeting.	8.7.15	H. Rickman
		Progress: An update has been added to the March 2016 meeting.	
		Date:	
		Officer:	
		Progress:	

Recommendations sent to the Cooperative Scrutiny Board.

Date, agenda item and minute number	Working Plymouth Recommendation	Corporate Scrutiny Board Response	Date responded
8 July 2015 Minute 53 Highways Partnership/ Living Streets	<u>Agreed</u> to recommend to the Co-operative Scrutiny Board that Living Streets is included on the Working Plymouth work programme and that an extra meeting of the panel is arranged to scrutinise and seek assurance regarding the Living Streets process and costs involved.	This request was agreed by the Co-operative Board and a review meeting was held on 2 September 2015.	

Recommendation/Resolution status

Grey = Completed item.

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

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WORKING PLYMOUTH**DRAFT**

Work Programme 2015 - 2016



Please note that the work programme is a 'live' document and subject to change at short notice. The information in this work programme is intended to be of strategic relevance and is subject to approval at the Cooperative Scrutiny Board.

For general enquiries relating to the Council's Scrutiny function, including this committee's work programme, please contact Helen Rickman, Democratic Support Officer, on 01752 398444

Date of meeting	Agenda item	Purpose of the agenda item	Reason for consideration	Responsible Officer
8 July 2015	Individual Street Parking Issues	To provide advice on how councillors can best address individual street based resident parking issues linked to the CPZ recommendations made by the task and finish group last year and the development of the Plan for Parking.	Member Advice	Mike Artherton
	Highways Partnership / Living Streets	To provide councillors with information on how councillor requests are costed and programmed.	Member Advice	Adrian Trim
14 Oct 2015	History Centre	To review plans and design of the Exhibition Centre – possible follow up with a review.	Member Advice	David Draffan
	Corporate Plan Monitoring	David Draffan to present a 20 minute presentation on the LES and milestones coming up.		David Draffan
	Local Enterprise Partnerships	For Members to consider the role of the Local Enterprise Partnership (including the successes or otherwise, the impact on Plymouth businesses and whether any action by the Council is required to improve effectiveness and comparison to other LEPs in particular Cornwall and Isles of Scilly).	As advised by the Cooperative Scrutiny Board – 29.7.15 meeting.	David Draffan
	Planning and Building Control	How the services work together.	Member request	

Date of meeting	Agenda item	Purpose of the agenda item	Reason for consideration	Responsible Officer
9 Dec 2015	Managing space on the highway	Review of policies responding to requests for residents disabled parking bays/ drop kerbs		
	City Centre vs District Parking Charges	To see a rationale for parking charges.		
	Employment:	To review 1000 club, apprenticeships and helping women back to work.	Member Advice	
	Inward Investment			
16 March 2016	Mayflower 400	To review planning, funding, projects and timescales		
	Controlled Parking Zones	Update on roll out of new procedures		
	Tamar Joint Committee			
	Waste Services	To be provided with a general update.	Member Advice	

Scrutiny Review Proposals	Description
Living Streets (PID submitted)	To review the 'Living Streets' pilot scheme and to propose appropriate changes to improve the current process and procedures.

Items for scrutiny not yet allocated a date:
S106 (to be dealt with outside the meeting)
Derriford Transport Infrastructure (to be included via cross party Plymouth Plan Working Group)