

To The Chair and Members of the Regeneration and Environment Overview and Scrutiny Panel

REGENERATION & ENVIRONMENT OVERVIEW AND SCRUTINY PANEL WORK UPDATE AND PROGRESS WITH THE 2011/12 WORK PLAN.

Relevant Cabinet Member(s)	Wards Affected	Key Decision
The Mayor Councillor M Thompson Councillor R Mullis Councillor C Ransome	All	None

EXECUTIVE SUMMARY

1. The Panel is asked to agree a work plan for 2011/2012, including topics to be considered for mini-reviews.

EXEMPT REPORT

2. Not exempt

RECOMMENDATIONS

3. It is recommended that the Panel: -
 - i. Approve its work plan for 2011/12 which takes account of issues considered at the informal work planning meeting held on 26th May 2011 (Appendix A). A draft work programme will be circulated at the meeting.
 - ii. Ensure the work plan takes account of best principles of Scrutiny workplanning guidance (Appendix B).
 - iii. Note that the work plan is a living document and agree to monitor progress against the workplan at each formal meeting and to agree how often recommendations put forward to the Executive should be monitored.

- iv. Receive the agenda for the Enterprising Doncaster meeting that was held on the 3rd June 2011 (Appendix C).
- v. Agree Membership of a working group for the current municipal year to make recommendations to the Executive regarding policy development work for a Council Environmental Strategy.

BACKGROUND

4. Overview and Scrutiny has a number of key roles which focus on:
 - Holding decision makers to account.
 - Policy development and review
 - Monitoring performance
 - Considering issues of wider public concern.
5. At its informal meeting on the 26th May 2011, the Regeneration and Environment Overview and Scrutiny Panel discussed and agreed its work plan for the 2011/12 municipal year. A list of issues to be considered is attached in the work plan at Appendix A.
6. At its meeting on 20th May 2011, Council agreed that the Overview and Scrutiny structure would align itself with the new Directorate structure. The Regeneration and Environment Overview and Scrutiny Panel will therefore consider 3 to 4 issues from within the remit of the Regeneration and Environment Directorate.

Developing the 2011/12 Work Programme

a. In-Depth Reviews

7. An Overview and Scrutiny work planning event was held on 28th March 2011. The event was attended by Overview and Scrutiny Members, Executive Members, partners and Chief Officers. Two guest speakers, Jessica Crowe, Executive Director for the Centre for Public Scrutiny and Susan Dungworth, Associate from the Local Government Improvement and Development were also in attendance to discuss areas of good scrutiny.
8. Eleven potential topics were short listed and OSMC agreed three topics at their informal meeting which took place on the 23rd May 2011. All non executive Members have therefore been contacted to seek nominations to serve on the working groups. The memberships of the working groups were agreed by OSMC at its meeting on the 2nd June 2011.

Agreeing Regeneration and Environment Overview and Scrutiny Work Plan

9. The key message at the work planning session was to keep the work plan focused to allow an opportunity for in-depth analysis of key issues. The Panel is asked to consider the draft work plan (to be circulated at the meeting) and consider the extent to which it meets the best practice principles attached at Appendix B.
10. At its work planning event on 26th May 2011, the Panel considered a draft work programme for 2011/12. Consideration was given to the guidance attached at Appendix B and views were sought from Directors and Assistant Directors on appropriate topics. The following key areas were agreed by the Members of the Panel present as the focus for the 2011/12 work plan (Appendix B): -
 - Delivery of regeneration and the environment across the Borough against the Localism Bill
 - Private Sector Housing Delivery
 - Environmental Strategy (Policy Development)

It is recognised, that the work plan is a live document which is to be reviewed and monitored on a regular basis.

11. As one of the areas of focus for the workplan, it was proposed and agreed by Members of the group to form a working group of the Panel to undertake appropriate policy development work for the Council's Environmental Strategy and make appropriate recommendations to the Executive. An invite has been circulated to Members of the Panel to identify interest for inclusion onto the working group.

Links With The Local Strategic Partnership

12. Doncaster Together, Doncaster's Local Strategic Partnership agreed last year that its governance and links with elected Members could be enhanced by allowing Scrutiny Chairs to attend meetings of its thematic Boards as ex officio Members. The link and attendance of the Chairs/Vice to the relevant thematic boards proved to be useful in supporting wider partnership working, improving accountability, sharing ideas and ensuring Members had a more informed overview of activities around the Council's key priorities.
13. At the OSMC meeting on the 2nd June 2011, the committee nominated the Chair of Regeneration and Environment Overview and Scrutiny Panel to serve on Enterprising Doncaster which is the relevant Doncaster Together thematic board aligned to the work of the Panel.

14. It is essential that the above nominated Member/s to serve on the thematic Boards are able to attend meetings and feedback to their relevant Panels, make appropriate links in respect of any potential work plan issues and help ensure Members gain a greater awareness of partnership activity.

15. Enterprising Doncaster – 4th February 2011

A meeting of Enterprising Doncaster took place on the 3rd June 2011; the agenda for this meeting has been included in Appendix C.

Monitoring the Work Programme

16. An updated version of the work plan will be presented to Regeneration and Environment Overview and Scrutiny Panel at each ordinary meeting. Relevant letters, correspondence and briefings in relation to information and monitoring of recommendations will also be included. In this way Members will be able to see more clearly the progress and impact being made against the work programme. The work of OSMC and the Panels will be reported annually to full Council and the progress of the standing Panels will be reported to OSMC where appropriate and to the Chairs and Vice Chairs Liaison Group.

OPTIONS CONSIDERED

17. There are no specific options to consider within this report as it provides an opportunity for the Panel to develop a work plan for 2011/12.

REASONS FOR RECOMMENDED OPTION

18. This report provides the Panel with an opportunity to develop its work plan for 2011/12 and reflect on progress made.

IMPACT ON THE COUNCIL’S KEY OBJECTIVES

Priority Theme	Mayor’s top 10 Priorities	Implications of this initiative
1. Creating a strong, connected and inclusive economy	<ul style="list-style-type: none"> • Improve Doncaster’s economy • Regenerate Doncaster’s Town Centres • Give people choice in transport 	<p><i>The work of Regeneration and Environment Overview and Scrutiny has the potential to impact on all of the Council’s key priorities.</i></p>

2. Developing stronger communities		
3. Increasing and improving housing	<ul style="list-style-type: none"> • Increase affordable housing and build Council houses 	
4. Protecting and improving all our children's lives	<ul style="list-style-type: none"> • Improve services for children and young people • Improve education and skills across the Borough 	
5. Improving health and support for independent lives	<ul style="list-style-type: none"> • Ensure people in need of adult social care receive a timely and appropriate service 	
6. Tackling crime and anti-social behaviour	<ul style="list-style-type: none"> • Reduce crime and end all forms of ASB 	
7. Creating a cleaner and better environment	<ul style="list-style-type: none"> • Protect the environment from inappropriate development, decay and architectural vandalism 	
8. Internal Transformation (Including the Council's Recovery Programme)	<ul style="list-style-type: none"> • Ensure local people get value for money from Council services 	

RISKS & ASSUMPTIONS

19. To maximise the effectiveness of the Overview and Scrutiny function it is important that the work plan devised is manageable and that it accurately reflects the broad range of issues within its remit. Failure to achieve this can reduce the overall impact of the function. Ensuring the work plan is developed with a key set of principles in mind e.g. holding to account, undertaking policy review and development and is focused strategically will help support the development of a robust work programme. National research has identified that over ambitious work plans that include too many items are a common cause of frustration for Scrutiny Members as they fail to achieve any outcomes. The work plan will be reviewed at each ordinary meeting and officers will advise on the capacity available to undertake any additional work. This will provide an opportunity to ensure work plans can be regularly monitored and reviewed.

LEGAL IMPLICATIONS

20. The Council's Constitution states that subject to matters being referred to it by the Full Council, or the Executive and any timetables laid down by those references the Regeneration and Environment Overview and Scrutiny Panel will determine its own Work Programme (Overview and Scrutiny Procedure Rule 6a).

21. Specific legal implications and advice will be given with any reports when Overview and Scrutiny have received them as items for consideration.

FINANCIAL IMPLICATIONS

22. The budget for the support of the Overview and Scrutiny function 2011/12 is not affected by this report, however, the delivery of the work plan will need to take place within agreed budgets. There are no specific implications arising directly from this report. Any specific financial implications arising from the work undertaken by the Panel in respect of the issues identified in the work plan will be the subject of future reports.

CONSULTATION

23. A work planning event was held on the 26th May 2011 with Regeneration and Environment Overview and Scrutiny Members with a view to developing a draft work programme.

BACKGROUND PAPERS

24. Agenda & notes from overview & scrutiny work planning event 28th March 2011.

Agenda, notes and guidance from Regeneration and Environment Overview and Scrutiny work planning event held on the 26th May 2011.

REPORT AUTHOR & CONTRIBUTORS

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Key Topics for Regeneration and Environment
Overview and Scrutiny Panel

1. Delivery of regeneration and the environment across the Borough against the Localism Bill
 - How can it be implemented?
2. Private Sector Housing Delivery
 - How can we improve performance (*in new build of all types, affordable rented and private, house in excess of £1m and all other types*)?
 - How can we make Doncaster more attractive to developers/housing builders?
3. Environmental Strategy (Policy Development)
 - Green Tourism
 - Localism Bill (see above)
 - Panel to form working group to look at strategy as it develops,

Information Updates

- Tourism - How do we market/publicise ourselves (*possible update on achievements to date and future steps?*)
- LEP/Enterprise Zones - (*latest development perhaps through briefing notes or informal meetings?*)
- Public Transport or Quality of Network - To invite SYPTE/Bus Companies.

Performance

Members agreed: -

- Qtr 4 2010/2011 performance report in the old style format for the meeting on the 21st June 2011.
- Qtr 1 2011/2012 in the new style format and appendices to show supporting information for amber/red indicators.
- For St Ledger information to be presented separately to R&E information.

Forward Plan Items (At this present time)

- Gypsy and Traveller Policy Review

OVERVIEW & SCRUTINY WORK PLANNING GUIDANCE

Setting the Panel's forward work plan is an important task for Members. Done correctly it will allow Overview and Scrutiny to contribute to effective decision making and improved delivery of services. Done badly it can end up wasting time and resources on issues where the impact of any work done is likely to be minimal. This short briefing provides some key principles of effective work planning.

Overview and Scrutiny work plans should incorporate issues that include the following:

- **Holding the Executive to account** (e.g. Reviewing performance and impact of any decisions or policies, Cabinet Members, pre decision Scrutiny)
- **Contributing to performance monitoring/service improvements** (ensuring that effective performance and service improvement takes place by effectively challenging the Executive, Officers and Partners.
- **Policy development and review** – Proposing evidence based recommendations to influence future policy e.g. short reviews (Select Committee style) or in depth reviews.
- **External Scrutiny** – Scrutiny of partners and other external bodies.

Key Principles of Effective Work Planning

Best practice has shown us that Overview and Scrutiny is most effective when:

- It is focused on reviewing a small number of issues in detail, rather than trying to review everything (the quality not quantity principle).
- It is forward looking. The real impact of Scrutiny lies in shaping and influencing future policy/decisions through evidence based review.
- Work plans and outcomes are regularly reviewed
- Topics are carefully selected they should seek to add value to the organisation and the delivery of public services
- There is a clear understanding of the aims and objectives when undertaking Overview and Scrutiny of a specific issue.
- The process is Member led, taking account of advice from officers, partners etc.

Criteria for Inclusion of Issues on the Work Plan

Before including something on the work plan Members should consider

1. Is it likely to result in service improvements, budget savings, improve the lives of residents of the Borough and contribute to one or more of the Borough's key priorities. (Try to avoid information items)

2. Does it address an area of customer/public concern over performance of services and further investigation is likely to bring about greater understanding and inform future decision making.
3. Is it an area where the Overview and Scrutiny process can add some unique value or perspective and does not duplicate work being undertaken elsewhere e.g. through a Partnership Task Group or other organisation.
4. Whether the issue is more appropriately addressed through another body/Committee e.g. The Audit Committee, Employee Relations Committee etc.
5. Whether this is an area of public interest which may provide a real opportunity for public engagement and involvement.
6. Whether this provides the opportunity to engage with partners, share learning, develop relationships, provide critical friend challenge and/or hold them to account and support the delivery of cross organisational priorities.

Prioritisation

Effective work plans should be focused and manageable. There is always the potential that Members will want to look at everything within the Panel's remit in case something is "missed". However, this is unlikely to achieve any significant value as the Panel is likely to lose focus without looking at issues in any real depth. Members should focus on the important issues and decide the best method of consideration. Detailed below are some of the ways in which O&S can review issues identified on its work plan – (issues do not always have to be considered at formal Panel).

- **Written briefing, Workshops, Seminars and Presentations** – This is about Members receiving information to enable them to understand an issue or identify whether any further Scrutiny work should be undertaken.
- **Report** – formal report considered at an O&S meeting at which the Panel would look to provide formal recommendations on a specific issue. Clarity should be given on the aspect which the Panel wish to review.
- **Working Groups** – established to look at an issue and report back to the Panel with its findings.
- **In depth/Minor review** – to undertake a more in depth study of an issue where partners, stakeholders, public, are invited to give evidence etc.
- **Evidence gathering/consultation** - site visits, drop in sessions, questionnaires, meetings in community to gauge views on a specific issue etc.

Capacity/Resources

In terms of undertaking effective Scrutiny, Members may wish to agree a small number of manageable issues for consideration at this stage e.g. three or four that can be accommodated within the schedule of meetings (approximately 8 per year per Panel). This will allow the Panel to look at important issues in detail but also leave capacity for urgent /unexpected issues or standard agenda items e.g. significant Forward Plan decisions, monitoring performance etc. Time will also need to be set aside to undertake briefings, workshops, site visits or other activities that may support the Panel's work.

The work plan should therefore be seen as a live document which should be regularly reviewed and updated at each formal meeting.



Action Points from Enterprising Doncaster Board Meeting 25th March 2011

Attendees:

Jon Whiteley (Lead: Economic Linkages) Chair
Cameron McLellan (Lead: Economic Drivers) Vice Chair
Malcolm Cowing (Lead: Common Economic Factors) Vice Chair
Richard Wrigley (New and Existing Business Champion)
Rosemary Downs (Skills for Work and Business Champion)
Alan Bell (People into Work Champion and CEN representative)
Jim Wren (Housing Champion)
Cllr Jonathan Wood (Cabinet Member)
Cllr Richard Cooper-Holmes (Vice Chair of O&S Economy and Enterprise Panel)
Julie Kenny (Commissioner)
Guy Gibson (Yorkshire Forward representative)
Peter Dale (DMBC representative and joint Champion for Housing and Infrastructure)
Rob Vincent (Chief Exec of DMBC)
Richard Bland (Secretariat Support)

Apologies:

Cllr Paul Bissett (Chair of O&S Economy and Enterprise Panel)
Richard Boor (Town Centre Regeneration Champion)
Howard Gannaway (Doncaster Chamber representative)
Julie Kenny (Commissioner)

Previous Actions

The chair talked through the actions from February's meeting and progress to date, which were agreed by the board. Outstanding actions:

Action	Agenda Item	Updated Detail	Lead	
	Agenda Item 13 – AOB – Carried Forward from December 2010	Produce annual report highlighting the activity and achievement of the Board over the course of the financial year 10/11.	Richard Bland	Draft report produced. Consideration now being given to appropriate audiences and where/how it should be published.
	Agenda Item 11 – AOB – Carried Forward from February 2011	Proposed dates for future meetings to be circulated.	Richard Bland	Dates circulated at Board meeting March 25 th . 3/6/11, 16/9/11, 25/11/11 & 24/2/12

New Actions

Action	Agenda Item	Detail	Lead	Action By
1	Agenda Item 1 – Welcome, Apologies and Introductions	<p>The Chair welcomed Rob Vincent and Cllr Cooper-Holmes.</p> <p>The Board acknowledged and welcomed the final approval of the Economic Strategy, Core Strategy and Housing Strategy at Full Council on 21st February 2011.</p>	Jon Whiteley	For Info
2	Agenda Item 2 – Overview of Partnership Changes	<p>RV described the shift away from a top down approach with the removal of the statutory requirement for an overarching LSP Board. Greater emphasis now being placed on the 5 Thematic Boards.</p> <p>New structure includes monthly meet of Chief Execs (including Howard Gannaway) and a quarterly meeting of Chief Execs + Thematic Chairs (including Jon Whiteley).</p> <p>A data observatory for the Borough to manage key information out the state of Doncaster is being established to enable collective assets to be used to best advantage.</p> <p>An annual stock take event is being arranged for June with a provisional date of 20th. The objective is to identify 3 or 4 absolute drivers to move the Borough forward.</p> <p>Action: Further information on the Data Observatory & annual Stock Take Event to be shared with Board members when available.</p>	<p>Rob Vincent</p> <p>Richard Bland</p>	<p>For Info</p> <p>w/c 6th June 2011</p>

6	Agenda Item 6 – Review of Enterprising Doncaster – Economic Linkages	<p>The Board acknowledged the need to develop effective working relationships and linkages.</p> <p>JW advised that consideration was being given to whether Access to Finance was an area the Board should focus on over the next 12 months.</p> <p>Action: Access to Finance to be discussed with Vice Chairs</p> <p>Involvement in sub-groups seen as effective way of being actively involved.</p> <p>Action: Enterprising Doncaster to establish stronger links to SCR LEP. Discussions to take place with Nigel Brewster to explore connections and invitation to join the Board.</p>	<p>Jon Whiteley</p> <p>JW, CM & MC</p> <p>JW</p>	<p>May 2011</p> <p>May 2011</p>
7	Agenda Item 7– Review of Enterprising Doncaster – Summary and Next Steps	<p>The Board;</p> <ul style="list-style-type: none"> • Approved the principles of the new model • Agreed the priorities and areas of focus • Endorsed the changes to structure and membership <p>Action: Champions to work with theme leads to broaden understanding of roles and remits</p> <p>Action: Identify appropriate indicators of success within each area</p> <p>Action: Membership and appointments to be finalised</p> <p>Action: Support mechanisms for Champions to be established through Officers & Partners</p>	<p>Jon Whiteley</p> <p>All</p> <p>All</p> <p>JW, CM, MC & Richard Bland</p> <p>Richard Bland & Lee Tillman</p>	<p>April, May & Ongoing</p> <p>By end June</p> <p>By end July</p> <p>By end July</p>

8	Agenda Item 8 – Champion Updates by exception	<p>Business Growth, Marketing & Image: MC advised he had a “Place Marketing” meeting w/c 28/3 with Invest in Doncaster & Scott Cardwell</p> <p>Connectivity: MM provided update on positive activity/developments at RHADS with good PR including:</p> <ul style="list-style-type: none"> • Export opportunities - example of Topping Pies exported to Pathos • Vulcan Bomber - benefits to visitor economy <p>People into Work: AB provided progress update on WASP & involvement of PRIMES</p> <p>JW acknowledged the positive contribution Allan Bell had made to the Board over the last 12 months</p> <p>Work & Skills Group highlighted as good mechanism for flow of relevant information amongst key partners and feed into Enterprising Doncaster.</p> <p>AB would continue to be actively involved in the W & S group and ensure Third Sector representation and perspective is fed through this mechanism.</p> <p>Employability and Workforce Skills: RD reiterated points made by AB regarding W & S group and highlighted that these links are already having positive impact</p> <p>Cllr Wood emphasised the skills agenda as a big challenge</p> <p>Housing & Development: JW advised completion of Core Strategy & LDF were positive, with good recognition of issues and +ve platform for delivery. Now need to make it happen and look at short term action plan.</p> <p>Existing Business: RW highlighted that Doncaster could benefit from activity taking place at the Advanced manufacturing Park (AMP).</p> <p>RW raised awareness of increasing role/responsibility of the Technology Strategy Board</p>	<p>Malcolm Cowing</p> <p>Mike Morton</p> <p>Alan Bell</p> <p>Rosemary Downs</p> <p>Jim Wren</p> <p>Richard Wrigley</p>	For Info
9	AOB	Opportunities to identify and highlight “good news” for Doncaster, such as the award of the Hitachi contract	All	Ongoing

Richard Bland, Policy and Partnerships Officer – Economic Policy, 8th April 2011

ENTERPRISING DONCASTER AGENDA

8:00 am Friday 3rd June 2011,
Polypipe, 1 Neil Road, Off Wheatley Hall Road, Doncaster DN2 4PG

1.	<p>Welcome, Apologies and Introductions</p> <ul style="list-style-type: none"> Welcome to; <p>The Mayor of Doncaster, Peter Davies, new Portfolio holder Cllr Jane Kidd, Chair of O&S Regeneration and Environment Nigel Brewster, Sheffield City Region LEP representative George Trow, Doncaster College Representative</p> <ul style="list-style-type: none"> Actions From 25th March 2011 Meeting (see Additional Information) 	<p>Jon Whiteley</p> <p>08:00</p>
Items for Discussion		
2.	<p>Review of Enterprising Doncaster - Update</p> <ul style="list-style-type: none"> Roles and Responsibilities defined New appointments made Shift in emphasis from delivery <p>Next Steps:</p> <ul style="list-style-type: none"> Recruitment of Thematic Champion for Visitor Economy & Urban Renewal Develop linkages, connections and success indicators 	<p>Jon Whiteley</p> <p>08:05</p>
3.	<p>Changes within the Local Authority – Update on Recent Developments</p> <ul style="list-style-type: none"> Council Structure and additional financial savings Cabinet, Scrutiny and Planning Committee changes What stage are we at and what happens next? <p>The Board are recommended to:</p> <ul style="list-style-type: none"> Note the changing context 	<p>Peter Dale</p> <p>08:10</p>

<p>4.</p>	<p>Local Enterprise Partnership – Update</p> <ul style="list-style-type: none"> • Progress to date <p>The Board are recommended to:</p> <ul style="list-style-type: none"> • Discuss how Doncaster can influence the SCR LEP to deliver local benefits • Consider the economic implications of the SCR Enterprise Zone designation 	<p>TBA</p> <p>08:20</p>
<p>5.</p>	<p>Aligned Solution for Business Support</p> <ul style="list-style-type: none"> • Outcome and Actions from 23rd June Workshop • Key Principles Agreed – Collaboration and new ways of working • Governance & Accountability – Roles and responsibilities to deliver • Practical Steps – Creating the condition that enable positive change <p>Next Steps:</p> <ul style="list-style-type: none"> • Development of a Project Plan • Identification and sequencing of actions to deliver quick wins and progression towards medium/long term solution <p>The Board are recommended to:</p> <ul style="list-style-type: none"> • Note the agreed principles for the collective Vision and aligned Solution • Note the ongoing commitment from all key partners – including task and finish group to develop and deliver the project • Discuss the role the Board can play in supporting delivery of the project 	<p>Malcolm Cowing</p> <p>&</p> <p>Jon Whiteley</p> <p>08:40</p>
<p>6.</p>	<p>Work and Skills Plan & Champion Update – Employability & Workforce Skills</p> <ul style="list-style-type: none"> • Overview of WASP • Strategic fit with other Strategies • Developed in partnership <p>The Board are recommended to:</p> <ul style="list-style-type: none"> • Consider how the activity fits with the wider business support agenda • Discuss how the Board can support delivery of the WASP • Endorse the WASP 	<p>Rosemary Downs</p> <p>09:00</p>
<p>7.</p>	<p>Champion Update - Housing and Development</p> <ul style="list-style-type: none"> • Programme of activity to stimulate the local Housing Market • Proposed workshop 	<p>Jim Wren</p> <p>09:15</p>

8.	Vice Chairs Update <ul style="list-style-type: none"> • Overview of Economic Drivers • Progress on Urban Renewal, Retail & Visitor Economy appointment 	Cameron McLellan 09:25
9.	Champion Update - Innovation, Creative & Low Carbon Economy	Richard Wrigley 09:30
10.	Champion Update - Connectivity	Mike Morton 09:40
11.	Champion Update - Access to Finance	Richard Boor 09:50
12.	AOB	
13.	End of meeting	10:00