

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

**REGENERATION AND ENVIRONMENT OVERVIEW AND SCRUTINY PANEL
WORK PLAN REPORT 2012/13**

Relevant Cabinet Member(s)	Wards Affected	Key Decision
The Mayor Councillor B Hoyle Councillor P Coddington Councillor C Ransome	All	None

EXECUTIVE SUMMARY

1. This report gives an update to the Panel on the last panel meeting on 5th March 2012.
2. Furthermore it asks the Panel to consider a draft work plan for 2012/13.

EXEMPT INFORMATION

3. Not exempt

RECOMMENDATIONS

4. The Panel is asked to:
 - i. Ensure the work plan takes account of best principles of Scrutiny workplanning guidance shown in Appendix A;
 - ii. Note the feedback from the workplanning meeting which was held on the 22nd May 2012 in Appendix B;
 - iii. Approve its work plan for 2012/13 which takes account of issues considered at the informal work planning meeting held on the 22nd May 2012 as featured in Appendix B and C;
 - iv. Note that the work plan is a living document and will be reviewed and updated at each meeting of the Panel to include any relevant correspondence, updates, new issues and resources available to meet additional requests;

- v. 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;
- vi. Identify any occasions when it would specifically wish the Executive to attend its meetings and when it would wish to present its recommendations to the Cabinet;
- vii. Receive and comment on the correspondence received following its meeting held on 5th March 2012 in Appendix D and E;
- viii. Receive the Action Points from Enterprising Doncaster Board Meeting 2nd March 2012 in Appendix F;
- ix. Agree the Terms of Reference of a working group for the current municipal year to make recommendations to the Executive regarding policy development work for a Council Environmental Strategy in Appendix G. The Membership for the group will be discussed and agreed at the meeting.

BACKGROUND

5. At its meeting on 18th May 2012, Council agreed that the Overview and Scrutiny structure would align itself with the current Directorate structure. Members appointed the Overview and Scrutiny Management Committee and three Panels, the Schools Children and Young People, Regeneration and Environment and Adults and Communities.
6. Overview and Scrutiny has a number of key roles and will focus on:
 - Holding decision makers to account.
 - Policy development and review
 - Monitoring performance
 - Considering issues of wider public concern.

Developing the Work Plan

7. A draft work plan was considered at an informal panel work planning meeting on 22nd May 2012, a copy of what was discussed and agreed is attached at Appendix C. Any draft work plan is likely to include:
 - Issues that are ongoing or carried over from the previous years work plan;
 - Statutory plans and policy framework documents;
 - Issues of interest to Members in terms of future key developments or of wider public concern; and
 - Monitoring performance.

8. The power of Overview and Scrutiny lies in its ability to influence the Executive and other decision takers by holding them to account and providing an input into proposed decisions prior to their implementation. By considering major strategic framework issues Overview and Scrutiny Members have the opportunity to put forward recommendations and proposals that will help to shape the Council's Strategic Framework.
9. Members are advised that the work plan presented for discussion at today's meeting is in draft form. It should be seen as a "live" document that should be regularly revised and reviewed to take account of ever changing priorities. The work plan should remain manageable and achievable yet challenging and robust. Further work is likely to be required to confirm key dates for the consideration of specific issues and agreeing the nature of Overview and Scrutiny's involvement in reviewing specific issues.
10. The Panel is advised that there are five scheduled meetings programmed for the forthcoming municipal year within which to complete its work programme. In addition there may be occasions where it is necessary to convene additional meetings. The Panel will need to consider the resources available to meet additional requests for example, Member and officer attendance, writing reports, and Scrutiny support. This will therefore require the Panel to regularly review and where necessary reprioritise its work plan accordingly (e.g. agreeing to remove an issue from its work plan where it takes on an additional piece of work).
11. The Panel is also reminded that in order to complete every aspect of its work plan or in making additional requests for information it may request briefing notes be provided or presentations given outside of a formal meeting setting but reported back to the Panel through its work plan report. This could be particularly relevant when the Panel is just wishing to receive information for background purposes e.g. further details of a proposed key decision rather than formally scrutinising an issue.
12. Members are also reminded that in carrying out their work plan they need to consider wider thematic issues such as:
 - Engaging the public, partners and stakeholders;
 - Holding decision makers to account;
 - When it would be appropriate to invite members of the Executive to attend the meetings to be held to account; and
 - How to effectively use performance information to develop its work plan.

Agreeing Regeneration and Environment Overview and Scrutiny Work Plan

13. 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 attached in Appendix C and consider the extent to which it meets the best practice principles attached at Appendix A.
14. At its work planning event on 22nd May 2012, the Panel considered a draft work programme for 2012/13. Consideration was given to the guidance attached at Appendix A 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 2012/13 work plan (please refer to feedback from the meeting which is included in Appendix B): -
 - Environmental Strategy (Policy Development)
 - Housing Market Function in Doncaster
 - Work and Skills

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

Environmental Strategy Working Group

15. 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. The Terms of Reference for this group can be found in Appendix G.

Monitoring the Work Plan

16. An updated version of the work plan will appear on the Panel's agenda each meeting and will include relevant correspondence and briefings on its work undertaken. In this way accountability will be demonstrated and Members will be able to see more clearly the progress being made and where necessary review responses from the Executive.

Items considered at meeting held on 5th March 2012

Economic Engagement – Works, Skills and Enterprise

17. At the Regeneration and Environment Overview and Scrutiny Panel Meeting held on the 5th March 2012, the Panel considered information on 2011/12 Quarter 3 Finance and Performance Improvement Report. As part of this report, one of the performance objectives was to 'Promote Economic Engagement' and the Panel received further information within the report on

the work carried out as part of the Work, Skills and Enterprise programme and the Employment and Skills Team. Please refer to the correspondence made in Appendices D and E.

Enterprising Doncaster Board Meeting – 2nd March 2012

18. A meeting of Enterprising Doncaster took place on the 2nd March 2012; the Action Points from this meeting has been included in Appendix F.

OPTIONS CONSIDERED

19. There are no specific options to consider within this report as it provides an opportunity for the Panel to develop a work plan for 2012/13.

REASONS FOR RECOMMENDED OPTION

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

IMPACT ON COUNCIL'S KEY OBJECTIVES

Priority Theme	Mayor's Priorities for 2011/12	Implications of this initiative
1. Creating a strong, connected and inclusive economy	<ul style="list-style-type: none"> • Drive forward the Doncaster economy • Get the balance of public and private transport right • Promote Doncaster as a tourist destination • Regenerate Doncaster's town centres 	The Overview and Scrutiny function has the potential to impact upon all of the council's key objectives by holding decision makers to account, reviewing performance and developing policy through robust recommendations, monitoring performance of council and external partners services and reviewing issues outside the remit of the council that have an impact on the residents of the borough.
2. Developing stronger communities	<ul style="list-style-type: none"> • Encourage community harmony and cohesion. Treat people as individuals, not by reference to labels and artificial groupings 	
3. Increasing and improving housing	<ul style="list-style-type: none"> • Raise housing standards 	
4. Protecting and improving all our children's lives	<ul style="list-style-type: none"> • Continue to improve education and skills • Build on a strengthening Children's Service 	
5. Improving health and support for independent	<ul style="list-style-type: none"> • Encourage attitudes of self-reliance, self- 	

lives	improvement and mutual respect within Doncaster communities	
6. Tackling crime and anti-social behaviour	<ul style="list-style-type: none"> • Reduce crime and all forms of anti-social behaviour 	
7. Creating a cleaner and better environment	<ul style="list-style-type: none"> • Continue to protect the environment from developers, decay and architectural vandalism 	
8. Internal Transformation	<ul style="list-style-type: none"> • Ensure local people get value for money from council services 	

RISKS AND ASSUMPTIONS

21. 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.

LEGAL IMPLICATIONS

22. The Council's Constitution states that subject to matters being referred to it by other part of the Full Council, OSMC or the Executive and any timetables laid down by those references the Regeneration & Environment Overview and Scrutiny Panel will determine its own work programme (Overview and Scrutiny Procedure Rule 6c).
23. Overview and Scrutiny Panels Terms of Reference – 3, states that the Panel is empowered to establish ad hoc working groups from within its membership, to undertake project and policy development work, to meet the objectives and targets of its annual work plan.
24. Overview and Scrutiny Procedure Rule 15 (a) states that where, in the opinion of the Chair of an Overview and Scrutiny Panel, the matters under discussion are relevant to matters referred to other Scrutiny Panel(s) he/she shall consider to what extent to invite the participation of the Chair and/or other Members of the other Panel in the deliberations.
25. Specific legal implications and advice will be given with any reports when Overview and Scrutiny have received them as items for consideration.

FINANCIAL IMPLICATIONS

26. The budget for the support of the Overview and Scrutiny function 2012/13 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 financial implications arising from the recommendations in this report. Any financial implications relating to specific reports on the work plan will be included in those reports.

CONSULTATION

27. A work planning event was held on the 22nd May 2012 with Regeneration and Environment Overview and Scrutiny Members with a view to developing a draft work plan.

BACKGROUND PAPERS

28. Summary of the meeting and workplanning guidance from Regeneration and Environment Overview and Scrutiny work planning meeting held on the 22nd May 2012.

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Peter Dale
Director of Regeneration & Environment

OVERVIEW & SCRUTINY WORK PLANNING GUIDANCE

1. In terms of undertaking effective Overview and Scrutiny, Members are asked to agree a small number of manageable issues for consideration on its work programme that can be accommodated within the schedule of meetings (see Appendix B).
2. 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.
3. Overview and Scrutiny work plans should incorporate issues that include the following:
 - i. **Holding the Executive to account** (e.g. Reviewing performance and impact of any decisions or policies, Cabinet Members, pre decision Scrutiny)
 - ii. **Contributing to performance monitoring/service improvements** (ensuring that effective performance and service improvement takes place by effectively challenging the Executive, Officers and Partners.
 - iii. **Policy development and review** – Proposing evidence based recommendations to influence future policy e.g. short reviews (Select Committee style) or in depth reviews.
 - iv. **External Scrutiny** – Scrutiny of partners and other external bodies.

Key Principles of Effective Work Planning

4. Best practice has shown us that Overview and Scrutiny is most effective when: -
 - i. It is strategic in nature with topics relating directly to supporting the delivery of borough wide priorities.
 - ii. It is focused on reviewing a small number of issues in detail, rather than trying to review everything (the quality not quantity principle).
 - iii. It is forward looking. The real impact of Scrutiny lies in shaping and influencing future policy/decisions through evidence based review.
 - iv. Work plans and outcomes and impact of any recommendations are regularly reviewed
 - v. Topics are carefully selected they should seek to add value to the organisation and the delivery of public services
 - vi. There is a clear understanding of the aims and objectives when undertaking Overview and Scrutiny of a specific issue.
 - vii. The process is Member led, taking account of advice from officers, partners etc.

Criteria for Inclusion of Issues on the Work Plan

5. The Attached Annex “Ingredients for an Effective Review” contains principles that should be taken into account should the Panel wish to undertake any review work.

Prioritisation

6. Effective work plans should be focused and manageable. There is always the potential that the Panel may develop a shopping list of issues to look at in case something is “missed”. This is unlikely to achieve any significant value as Scrutiny becomes nothing more than an information giving forum with little focus and no opportunity to look at issues in any real depth.
7. There is however a need for Members to build up knowledge on certain issues but in many cases this can be undertaken outside the formal meeting setting. Detailed below are some of the ways in which O&S can review issues identified on its work plan.
 - i. **Written briefing, Workshops, Seminars and Presentations** – This enables Members to gain an understanding of an issue and identify whether any further Scrutiny work should be undertaken.
 - ii. **Report** – formal report considered at an O&S meeting at which the Panel would look to formally consider a specific issue. Clarity should be given on the aspect which the Panel wish to review.
 - iii. **Working Groups** – established to gather evidence, look at an issue and report back to the Panel with its findings and put forward evidence based recommendations.
 - iv. **In depth/Minor review** – to undertake a more in depth study of an issue where partners, stakeholders, public, are invited to give evidence etc.
 - v. **Evidence gathering/consultation** - site visits, drop in sessions, questionnaires, social media, meetings in community to gauge views on a specific issue etc.

Capacity/Resources

8. Appendix B shows the dates of R&E O&S meetings during the year and includes topics identified for June meetings and dates for consideration of other key issues. The draft table has some gaps and allows capacity for urgent /unexpected issues to be considered. Time will also need to be set aside to undertake any briefings, workshops, site visits or other activities that may support R&E O&S’s work. The work plan should therefore be seen as a live document which should be regularly reviewed and updated at each formal meeting.

INGREDIENTS FOR AN EFFECTIVE REVIEW

Detailed below is some guidance to assist Members in identifying and agreeing topics for review.

An effective review/topic for consideration:

1. Is focused on a specific issue not a wider theme. It has a clear objective and is likely to bring about SMART (Specific, Measurable, Achievable, Realistic and Time-based) recommendations.
2. Will seek to improve awareness and understanding on a significant or complex issue that is likely to help inform future decision making.
3. Is likely to result in service improvements, budget savings, improve the lives of residents of the Borough and contributes to one or more of the Borough's key priorities.
4. Addresses 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.
5. Is 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.
6. Is not an issue that is more appropriately addressed through another body/Committee e.g. The Audit Committee, Employee Relations Committee etc.
7. Is potentially an area of public interest and may provide a real opportunity for public engagement and involvement.
8. 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.
9. Can be achieved within the proposed timescales i.e. Up to 6 months and has sufficient resources to allow the review group to undertake the work.
10. Is interesting and relevant to Members.

FEEDBACK FROM INFORMAL R&E O&S WORKPLANNING MEETING
22ND MAY 2012

The three main areas that the Panel agreed on for consideration include: -

- **Environmental Strategy 2012/13** - that the Panel establish a small working group to consider further development of this strategy and put forward recommendations and comments. The outcomes of the working group meetings will be fed back to the Panel and the final report will be received by the full Panel.
- **The Housing Market Function in Doncaster (Economic Model of Housing Systems)** - Panel Members would like more information on the current picture within Doncaster, what the issues are and what is being done etc Possible area for review/working group (or otherwise reports) depending on the information that is received and considered by the Panel. Suggestions already made have been to consider the following issues or questions: -
 - Not enough affordable homes (new homes)
 - Private rented sector housing standards.
 - St Leger Homes - how are they using existing housing stock to full capacity?
 - Is building more homes for Doncaster a positive or negative step?
 - How different tenures interact with each other?
 - What are the issues effecting the increase of supply of housing to meet people's need?
 - How do we get more development within Doncaster?
 - What are we doing to enable private developers more? (was looked at as part of 2011/2012 workplan)
- It was agreed that the group consider further information in order to make a more informed decision on what the Panel should focus on around the end of June.
- **Work & Skills** - there will be a work & skills action plan available for the September meeting at which stage the Panel may decide or when they would like to consider in more detail.

First Formal Meeting - 10a.m. Friday 15th June 2012, Mansion House

Agenda includes: -

- Terms of Reference
- Cabinet Member Portfolio Outline (Peter Davies, Mayor of Doncaster - BC)
- Local Development Framework - Next Steps

- Gypsy & Traveller Review
- R&E O&S Work Plan 2012/2013 - formalise the panel's workplan

Potential Other Reports: -

- Other Forward Plan Items that arise during the year

Briefing Notes: -

- 2011/2012 Qtr 4 Performance to be distributed as a briefing note at the end of June 2012 (this is because the first formal R&E O&S meeting is earlier than the Cabinet/OSMC meetings when performance information will be considered).
- No other briefing notes at this stage.

Working Practices

Members agreed: -

- Performance Reports - to keep R&E O&S and St Leger Performance Report separate
- Briefing Notes - That they would like briefing notes circulated prior to each formal Panel meeting
- Pre-Meetings - That they will not be undertaking pre-meetings unless there it is identified that there is a strong need for one.

Regeneration and Environment Overview and Scrutiny Workplan 2012/2013

	22nd May 2012, 3:30pm	15th June 2012, 10am	3rd September 2012, 2pm	29th November 2012, 10am	22nd January 2012, 10:30am	18th March 2012, 10am
Policy Review/ Development	SMC Options	Local Development Framework - Next Steps				
Performance			Performance 2012/13 (Qtr 1)	Performance 2012/13 (Qtr 2)		Performance 2012/13 (Qtr 3)
Information Updates						
Scrutiny (Holding to Account)		Cabinet Members Portfolio Updates: - Peter Davies, Mayor of Doncaster	Cabinet Members Portfolio Updates:	Cabinet Members Portfolio Updates: -	Cabinet Members Portfolio Updates:	Cabinet Members Portfolio Updates: -
Other						
		R&E Workplan 2012/13	R&E Workplan 2012/13	R&E Workplan 2012/13	R&E Workplan 2012/13	R&E Workplan 2012/13

Councillor for Town Moor

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16th March 2012

Scott Cardwell
Director of Development
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College Road
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DN1 3AJ

Dear Scott

Economic Engagement – Works, Skills and Enterprise

At the Regeneration and Environment Overview and Scrutiny Panel Meeting held on the 5th March 2012, the Panel considered information on 2011/12 Quarter 3 Finance and Performance Improvement Report. As part of this report, one of the performance objectives was to 'Promote Economic Engagement' and the Panel received further information within the report on the work carried out as part of the Work, Skills and Enterprise programme and the Employment and Skills Team.

Following the discussion that took place, the Panel agreed on the following recommendation about this particular area of work which is: -

1. That further work should be undertaken to encourage and identify how local business can be involved in interacting with schools and pupils about the future requirements of the local economy.

It was considered of high importance by one of the Members of the Panel to what degree local businesses go into schools to engage with young people and inform them of what businesses are looking for from future candidates.

Continued.

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Further to the discussion that took place at the meeting about this area, the Panel would be particularly interested in receiving a more detailed report on the work of the new cross agency and business partnership group and any work that has been undertaken to influence schools and businesses. This perhaps could be looked at as part of next year's workplan for 2012/2013.

I look forward to receiving a response from you no later than **13th April 2012** on the recommendations and comments outlined above.

Kind regards,

A handwritten signature in purple ink that reads "Jane Kidd". The signature is written in a cursive, flowing style.

Councillor Jane Kidd
Chair – Regeneration and Environment Overview and Scrutiny Panel

cc. Mayor Peter Davies
Jo Miller, Chief Executive
Chair/Vice Chair of O.S.M.C.
Cabinet
Peter Dale, Director of Development
Lee Tillman, Head of Strategy & Programmes

Councillor Jane Kidd
(On behalf Economy and Enterprise
Overview and Scrutiny Panel)

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Date: **10th April 2012**

Dear Cllr Kidd,

Re: Economic Engagement – Work, Skills and Enterprise

I am responding to your letter of 16th March 2012 following the Regeneration & Environment Overview & Scrutiny Panel meeting discussion regarding Quarter 3's Finance & Performance Report. I am pleased that the Panel have recognised the importance of encouraging local business to interact with schools to promote employment choices and opportunities. In order to ensure the Borough's economic growth, we need to both understand what skills our businesses need to grow and to match this demand; and to ensure that the Borough's Young People leave statutory education equipped with the basic skills and knowledge (Maths, English and Employability skills) to prevent them becoming NEET.

This is a key part of the work being undertaken by the new cross-partnership Work & Skills Board. This Board intends to tackle the short and long-term supply & demand issues highlighted above and will sponsor the work of four Partnership Task & Finish groups to take forward work throughout the year. It will meet on a monthly basis and formally report its progress through the Enterprising Doncaster partnership.

One of the groups is dedicated to '**Raising Aspirations & Economic Engagement**' through improving the Information Advice & Guidance (IAG) that Children & Young People receive in school. The provision of high quality information, advice and guidance to enable young people, as well as their parents and carers, to make thoughtful and well-informed choices about their next steps in education, training or employment (particularly at age 16 and beyond) is absolutely crucial, linked to economic opportunity. This group will challenge the quality of present IAG and, supported by strong Local Market Information, will ensure future provision is more closely tied to the Borough's economic needs and opportunities – including the needs of our Businesses. In addition the group will map existing provision, identify gaps and challenge the boroughs providers to develop provision which will enable young people to make a positive destination choice post-statutory education.

The Panel should note that this group has already agreed to undertake a review of existing IAG services and the existing curriculum in light of survey responses from businesses in relation to English, Maths and employability skills by the Autumn. I would be happy to arrange for an update of this information to be brought to Panel once it is available.

Yours sincerely

Scott Cardwell
Assistant Director of Development



Action Points from Enterprising Doncaster Board Meeting 2nd March 2012

Attendees:

Jon Whiteley (Lead: Economic Linkages) Chair
Malcolm Cowing (Lead: Common Economic Factors) Vice Chair
Steve Gill (Connectivity Champion)
Richard Wrigley (Innovation, Creative and Low Carbon Economy Champion)
Richard Boor (Access to Finance Champion)
Rosemary Downs (Skills for Work and Business Champion)
Jim Wren (Housing and Development Champion)
Nigel Brewster (SCR LEP representative)
George Trow (Doncaster College representative)
Cheryl Williams (Visitor Economy, Retail and Urban Renewal Champion)
Peter Dale (DMBC Representative)
Jo Miller (DMBC Representative)
 Emma Butler (Secretariat Support)

Apologies:

Cameron McLellan (Lead: Economic Drivers) Vice Chair
Cllr Jane Kidd (Chair of O&S Regeneration and the Environment Panel)
Scott Cardwell (DMBC Representative)

Mayor of Doncaster, Peter Davies (Portfolio Holder)
Howard Gannaway (Doncaster Chief Execs and Chamber representative)

Previous Actions

The chair talked through the actions from the meeting on November 25th 2011 and progress to date. Outstanding actions:

Agenda Item	Updated Detail	Lead	Action By
<i>Discretionary Business Rates?</i>	Action 1: Discretionary Business Rates was discussed at the June 2011 Board meeting. Peter Dale is to table a report updating on progress of this at the May 2012 Board Meeting.	Lee Tillman & Peter Dale	ASAP

New Notes and Actions

Agenda Item	Detail	Lead	Action By
<p>Item 1 Welcome, Apologies and Introductions</p>	<p>The Chair welcomed Cheryl Williams (Visitor Economy, Retail and Urban Renewal Champion), Jo Miller (Chief Executive DMBC) and Emma Butler (Policy and Partnership Officer)</p> <p>Actions from 25th November Board meeting were noted and agreed. Updates are to be provided within the Champions reports.</p>	<p>Jon Whiteley</p>	<p>For Info</p>
<p>Item 2 Enterprising Doncaster Update</p>	<p>Jo Miller (JM) gave an overview of the direction of partnerships in Doncaster.</p> <p>Doncaster Council is aiming to exit state intervention by May 2013.</p> <p>There will be a review of partnership arrangements in Doncaster (to be completed by April 2012) and JM will work with the chairs to ensure Enterprising Doncaster is integrated appropriately into the process. There will be a focus on improving relationships across partnership in order to address the cross cutting issues such as skills, housing and transport. There will be greater accountability of issues across the partnership structure and chairs will be empowered to critically evaluate the progress of partnership and drive focus towards the correct issues.</p> <p>Action 1: Jon Whiteley is to be involved in the partnership review process.</p> <p>It was recommended that the successes of the current partnership structure should be recognised such as the development of the Borough Strategy, Local Economic Assessment and Economic Strategy. Moving forward, solutions needs to be time limited and issue based rather than structurally based. The appropriate (officer) support should be provided if an issue is deemed important to ensure that the solution is implemented.</p> <p>It was agreed that Doncaster does have strong partnership relationships and has a particular strength in strategic thinking but it is the subsequent actions and delivery where weakness presents.</p>	<p>Jo Miller and Jon Whiteley</p>	<p>For Info</p>

	<p>JM finished by stating that if Doncaster is able to obtain a coherent local view on the key challenges and issues this will provide a strong mandate to develop the relationship with the LEP and the wider City Region. This view was supported by Nigel Brewster (LEP Board Member) given the size/contribution of Doncaster's economy to the City Region; this would be a powerful tool for Doncaster.</p>		
<p>Item 3 Aligned Solution for Business Support</p>	<p>Malcolm Cowing (MC) provided an update on the Aligned Solutions for Business project, now to be named Business Doncaster.</p> <p>Branding – The brand for Business Doncaster has now been agreed. Branding guidelines are being developed with all partners to ensure functionality and consistency of the brand.</p> <p>Launch – There has been an ambitious target of the 23rd May for the soft launch of Business Doncaster.</p> <p>Partners around the table have raised questions about the project and feel more information is required before final sign off is achieved. The principles of the project are sound but it is the formation of a company by guarantee, and related funding matters, that have raised further questions from participating partners and requires further consideration before all partners can then put the final proposition before their governing boards for formal approval.</p> <p>It was agreed that the project needs some form of executive but it was suggested that the design of the structure might need some further consideration.</p> <p>Action 2: Reconvene senior representatives meeting to further explore the executive function.</p> <p>Action 3: Andy McKenna will become the representative from the Chamber.</p> <p>Action 4: EB to add Business Doncaster to the list of key challenges for the Enterprising Doncaster Champions.</p>	<p>Malcolm Cowing</p>	

<p>Item 4 Local Enterprise Partnership and City Deals</p>	<p>Regional Growth Fund (third round) has now been opened. There is a regional call to action (see later agenda item).</p> <p>UKCES has released the Employer Ownership of Skills pilot. The pilot offers all employers in England direct access to up to £250 million of public investment over the next two years to design and deliver their own training solutions. The pilot is jointly overseen by UKCES, the Department of Business, Innovation and Skills and the Department for Education. There will be a Q&A session at the Advanced Manufacturing Park in March.</p> <p>Action 5: NB to send further information on the Q&A session on Employer Ownership of Skills once available.</p> <p>City Deals focus on five main areas: Skills; Finance; Innovation; Tech City and Transport. Doncaster is in a strong position to establish what these means for our locality. There is a consideration to look at a Non-Core City application and the Mayor has already written to Greg Clark suggesting this. If this goes ahead this would be a complementary bid to the City Region and not in direct competition. The main skills “asks” are: to obtain a top slice of the budget; and to become host to a City Region wide Apprenticeship Hub.</p> <p>The Skills and Employment Board in Doncaster, along with a similar board in Derbyshire, have become pilots for a new partnership structure. This structure provides a forum for the skills provision to become truly business led and provide a strong direction.</p>	<p>Nigel Brewster</p>	
<p>Item 5 Regional Growth Fund</p>	<p>Regional Growth Fund – There are to be a series of Regional Growth Fund Roadshows across the City Region. Board members were asked to note that Doncaster was to host a Roadshow event on the 13th March at the Ramada, Robin Hood Airport.</p> <p>There is a threshold for the fund of £1million but David Grey is looking to pull together a mechanism to assist SMEs to develop a consortium bid.</p>	<p>Jon Whiteley</p>	<p>For Info</p>

Appendix F

<p>Item 6 Champions Update –</p> <p>Connectivity</p>	<p>FARRRS - Public Consultation is underway at present. Realistically the work on the road should begin in June-July 2012.</p> <p>Steve Gill has met with the Head of Helios to look at the longer term agenda and future joint working. Hoping that FARRRS will be catalyst for future activity. SG will continue to maintain this relationship.</p> <p>Logistics – Two meetings have now taken place. The focus of these meetings has been around the better coordination of activity around logistics, particularly the railport. There is to be an action plan provides that brings together all key partners i.e. education, rail, air and sea. Very positive partnership working taken place so far.</p> <p>Action 6: SG to keep in touch with Helios to ensure they receive the support required.</p>	<p>Steve Gill</p>	<p>For Info</p>
<p>Item 7 Champions Update -</p> <p>Access to Finance</p>	<p>The Bank Forum took place on the 13th December (Coop was unable to attend but keen to work with DMBC in future). Scott Cardwell has met with the banks individually since and has been really pleased with the response.</p> <p>Richard Boor enquired what Enterprising Doncaster felt was its role now with the banks. Further discussions need to be held.</p> <p>Action 7: Richard Boor and Jon Whiteley meet to discuss direction of Bank Forum.</p> <p>Commercial lending has been the main focus of the group but access to finance is wider than businesses. Housing purchasing is some thing that should be considered.</p> <p>Action 8: Richard Boor to meet with Adam Goldsmith, Jim Wren and Scott Cardwell to discuss house purchasing.</p>	<p>Richard Boor</p>	
<p>Item 8 Champions Update –</p> <p>Innovation, Creative and Low Carbon Economy</p>	<p>DEW - Richard Wrigely (RW) has met with Jane Butler (DMBC) to discuss the DEW (energy from waste project). RW feels unsure that the business case behind the project is sound and if the discussions surrounding the project are joined up appropriately.</p> <p>The low carbon economy has been identified by the Borough Strategy and is being led by Invest in Doncaster.</p>	<p>Richard Wrigley</p>	

	<p>Action 9: Richard Wrigley to meet with Marisa Dubeck, Invest in Doncaster.</p> <p>Digital Region – The digital region has had a minimal impact within the Borough. Howard Gannaway was leading this issue from the Chamber.</p> <p>Peter Dale provided an update that a current review of communications media is underway and digital region is included within this, a new model for the project is to be developed to make the best of the infrastructure.</p> <p>Nigel Brewster suggested that we look at lessons to be learnt from the failures of the project. Scoping of projects is essential.</p> <p>RW is to meet with Sheffield Hallam University to discussion Knowledge Transfer Partnership and Innovation Futures. This offer could be built into Business Doncaster.</p> <p>Action 10: EB to set up meeting between RW and SHU.</p>		
<p>Item 9 Champions Update – Employability and Workforce Skills</p>	<p>The new Skills Partnership met for the first time on the 27th January. The Group is a pilot structure and aligned to the LEP which places Doncaster in a very strong position.</p> <p>Dan Fell, Doncaster Chamber, is progressing the marketing intelligence programme.</p> <p>Action 11: Marketing Intelligence report to be tabled at the next Enterprising Doncaster board meeting.</p> <p>There will be a new appointment to support the skills agenda: Iain Thompson to begin work on the 5th March 2012.</p> <p>Peter Dale updated the Board on the development of the Skills Group. Short term solutions have been grounded within evidence and will be implemented quickly. Long term solutions will be discussed at the next meeting on the 21st March. Having representatives from the schools on such a strategic skills group is really positive as this has never happened before. One of the key challenges is connecting schools to the economic opportunities that arise in the Doncaster economy in a timely and appropriate manner.</p>	<p>Rosemary Downs</p>	<p>For Info</p>

	Action 12: Update on Skills Group to be tabled at the next Enterprising Doncaster board meeting.		
<p>Item 10 Champions Update – Housing and Development</p>	<p>Housing Improvement Board: The Housing Improvement Board is now moving towards delivery. Jim Wren will continue to report performance of delivery to Enterprising Doncaster.</p> <p>NewBuy Scheme– New Buys is a new products available mid-March that should enable house purchasing.. It is a complex scheme but is set to make 95% mortgages widely available. Backed by Government it should enable house buyers to purchase with just a 5% deposit. Major lenders are signed up to the new scheme and more information should be available once it is launched. Rates are yet to be determined.</p> <p>Core Strategy - The Core Strategy has gone through an examination in public to ensure it is sound. The examiners report should be available in April.</p> <p>Allocations – Allocations are yet to be published.</p> <p>Localisation Agenda - Parish Councils are now able to developed neighbourhood plans. They are able to increase house numbers but are not able to reduce numbers under this new power. This involvement from local areas could provide new challenges to the industry but it is unclear how many neighbourhoods will take this opportunity.</p> <p>CIL – All local authorities are looking at this and it is likely to be a levy on development price per square metre. There is currently no consistency at the moment but Doncaster is looking at surrounding areas to ensure competitive rates are put in place. The impact could be substantial as some large numbers are currently being discussed. There is a meeting to discuss proposals arranged with developers.</p>	Jim Wren	For Info
<p>Item 11 & 12 Champions Update – Visitor Economy and Urban</p>	<p>The tourism landscape of Doncaster has low growth predictions and low confidence levels currently. Areas of growth are predicted to be the Yorkshire Wildlife Park and the New Performance Venue.</p> <p>The New Performance Venue (NPV) will provide a physical change within the town and impact on the retail and night time economy. It will open up new markets</p>	Cheryl Williams	For Info

<p>Renewal</p>	<p>and is a real opportunity. It is important to maximise the impact of the surrounding activity and ensure that there is a positive step change. There is an opportunity to launch a new performance venue with a sense of place, a new heart and soul of the town centre.</p> <p>Action 13: EB to set up meeting between Cheryl Williams and John Sherburn to discuss NPV.</p> <p>MC recognised that tourism could be focus but there is a real opportunity to make it wider for a real step change which was supported by the board members. In 2013 there will be the Gateway Project, FARRRS opening and the NPV.</p> <p>Action 14: For the Board to begin to look at a Place Market Plan.</p>		
<p>Item 12 AOB</p>	<p>Rosemary Downs provided an update on A4E – they are keen to continue to work locally until after the investigation.</p> <p>Action 15: Board members are asked to contact Emma Butler to confirm they can make the suggested board meeting dates.</p> <p>Next Board Meeting 4th May 2012.</p>		<p>For Info</p>

**Regeneration and Environmental
Overview and Scrutiny Panel
Environmental Strategy Working Group 2012/2013**

Terms of Reference

1. This is a Working Group established by the Regeneration and Environmental Overview and Scrutiny Panel to develop part/s of the Environmental Strategy.
2. The Working Group will receive evidence and information from a range of sources, for example, Council officers, partners, businesses, stakeholders and the public etc.
3. The Working Group will hold an initial meeting to set a timeline and scope the detail of the Review.
4. The frequency and arrangements of its meetings will be determined by the Working Group.
5. The Working Group will consider the extent to which any meetings or activities will be open to members of the public bearing in mind consideration of any issues that may be of a confidential/exempt nature
6. Any recommendations made by the group will be reported to the Regeneration and Environmental Overview and Scrutiny Panel for consideration and ratification.
7. Recommendations will be reported to the Regeneration and Environmental Overview and Scrutiny Panel either by way of individual reports or updates through the work plan report.
8. Minutes of the Working Group meetings will be circulated with the Regeneration and Environmental Overview and Scrutiny Panel work plan report.
9. The membership will comprise 5 members of the Regeneration and Environmental Overview and Scrutiny Panel and if possible have cross party representation.
10. The quorum will be three members of the Working Group
11. The Working Group will be supported by a Scrutiny Officer.