

Date: 14 June 2010
Contact name: Debbie Meakin
Contact number: 01395 517540
E-mail: dmeakin@eastdevon.gov.uk



To: Members of the Overview and Scrutiny Co-ordinating Committee
(Councillors: Ray Bloxham; Peter Bowden; Bob Buxton; Iain Chubb;
Christine Drew; Roger Giles; Pat Graham; Steve Hall; Peter Halse;
John Humphreys; Stephanie Jones; David Key; Frances Newth;
Barry Nicholson; Marion Olive; Helen Parr; Bob Peachey; Ken Potter;
Graham Troman; Eileen Wragg; Steve Wragg)

East Devon District Council
Knowle
Sidmouth
Devon
EX10 8HL

DX 48705 Sidmouth

Tel: 01395 516551

Fax: 01395 517507

www.eastdevon.gov.uk

Portfolio Holders
Other Members of the Council for Information
Chief Executive
Corporate Directors

Meeting of the Overview and Scrutiny Co-ordinating Committee

Wednesday, 23 June 2010 – 6.30pm

Council Chamber, Knowle, Sidmouth

Members of the public are welcome to attend this meeting.

- A period of 15 minutes has been provided at the beginning of the meeting to allow members of the public to raise questions.
- In addition, the public may speak on items listed on the agenda. After a report has been introduced, the Chairman of the Committee will ask if any member of the public would like to speak in respect of the matter and/or ask questions.
- All individual contributions will be limited to a period of 3 minutes – where there is an interest group of objectors or supporters, a spokesperson should be appointed to speak on behalf of the group.
- The public is advised that the Chairman has the right and discretion to control questions to avoid disruption, repetition and to make best use of the meeting time.

AGENDA

Page/s

1. **Public question time** – standard agenda item (15 minutes)
Members of the public are invited to put questions to the Committee through the Chairman. Councillors also have the opportunity to ask questions of the Leader and/or Portfolio Holders during this time slot whilst giving priority at this part of the agenda to members of the public
2. To confirm the minutes of the meetings of the Overview and Scrutiny Co-ordinating Committee held on the 17 and 18 March 2010 4 – 14
3. To receive any apologies for absence
4. To receive any declarations of interest relating to items on the agenda.
5. To consider any items which, in the opinion of the Chairman, should be dealt with as matters of urgency because of special circumstances.
(Note: such circumstances need to be clearly identified in the minutes;
Councillors please notify the Chief Executive in advance of the meeting if you

wish to raise a matter under this item. The Chief Executive will then consult with the Chairman).

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|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 6. | To agree any items to be dealt with after the public (including the press) have been excluded. There are no items that the officers recommend should be dealt with in this way. | |
| 7. | Decisions made by the Executive Board called in by Members for scrutiny in accordance with the Overview Procedure Rules under Part 4.5 of the Constitution. There are no items which have been identified. | |
| 8. | <p>Leisure East Devon</p> <p>Place survey results indicated that a review of the work of Leisure East Devon would be appropriate, to consider levels of satisfaction of customers, as well as the long term financial support of the Council.</p> <p>LED Annual Report on 2009 Performance and Overview of 2010 Future Service Development Plans pages 15 – 19. LED's statement of accounts can be viewed at: www.eastdevon.gov.uk/led_accounts_08-09.pdf</p> <p>Analysis of the place survey results are included under pages 20 - 29;</p> <p>The service specification on pages 30 - 31;</p> <p>The service fee calculations agreed by Executive Board in June 2009 page 32.</p> | 15 - 32 |
| 9. | <p>Joint Scrutiny with South Somerset District Council</p> <p>A verbal update from the Chairman on joint working, and proposals on scrutiny of the joint management structure.</p> | Verbal report |
| 10. | Update on the East and Mid Devon Crime and Disorder Scrutiny Panel | Verbal report |
| 11. | Comprehensive Area Assessment update | 33 |
| 10. | Update from the Chairman of Economy Overview and Scrutiny Committee on meeting held on 10 June 2010. | Verbal report |
| 11. | Update from the Chairman of Service Delivery and Performance Overview and Scrutiny Committee on meeting held on 16 June 2010. | Verbal report |
| 12. | Overview and Scrutiny Co-ordinating Committee Forward Plan | 34 |

Members remember!

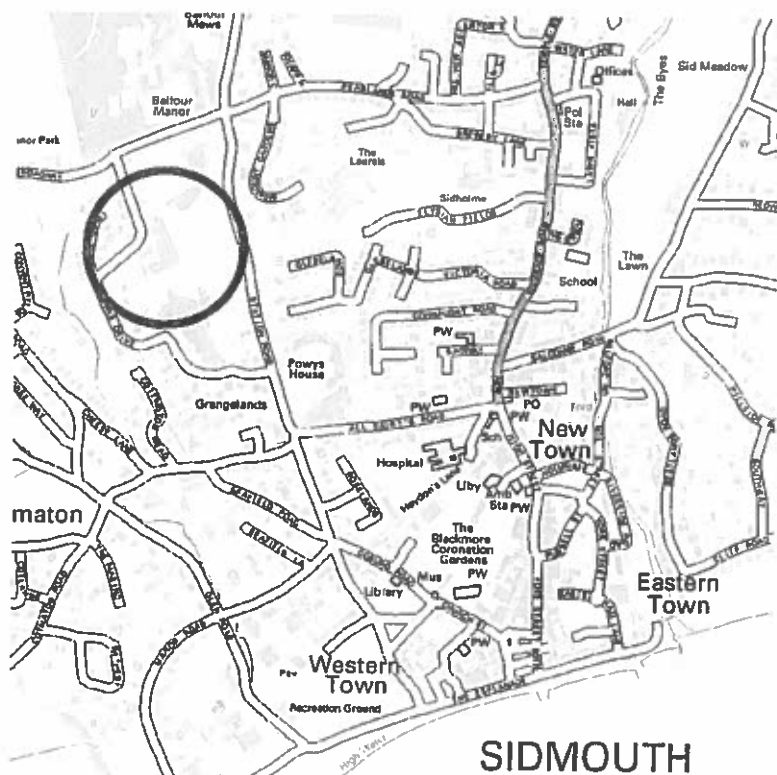
- You must declare the nature of any personal or prejudicial interests in an item whenever it becomes apparent that you have an interest in the business being considered.
- Where you have a personal interest because the business relates to or is likely to affect a body of which you are a member or manager as an EDDC nominee or appointee, then you need only disclose that interest when (and if) you speak on the item. The same rule applies if you have a personal interest in relation to a body exercising functions of a public nature.
- Make sure you say the reason for your interest as this has to be included in the minutes.
- If your interest is prejudicial you must leave the room unless you have obtained a dispensation from the Council's Standards Committee or where Para 12(2) of the Code can be applied. Para 12(2) allows a Member with a prejudicial interest to stay for the purpose of making representations, answering questions or giving evidence relating to the business but only at meetings where the public are also allowed to make representations. If you do remain, you must not exercise decision-making functions or seek to improperly influence the decision; you must leave the meeting room once you have made your representation.
- You also need to declare when you are subject to the party whip before the matter is discussed.

Suggestions for questioning during an Overview and Scrutiny meeting

Below are some prompts which may help you to form your own questions to ask at an Overview and Scrutiny meeting. Your questioning technique is crucial in creating an atmosphere conducive to open answers. Avoid excessive interrogation and treat those being questioned with courtesy and respect; however don't be afraid to ask supplementary questions if you feel that you haven't been given a clear answer.

- **IS IT REQUIRED?** (do we have this, does it make sense to tackle it, do we really need it).
- **IS IT SYSTEMS THINKING?** (is it evidence based and designed around the customer demands)
- **IS THE INTENTION CLEAR?** (what are we actually trying to achieve)
- **ANY REAL OUTCOMES?** (are we actually, and measurably, achieving things for our customers).
- **WHAT IS THE COST?** (both time and money)
- **DOES IT COMPLY?** (have we checked that it meets our obligations, the law, any formal guidance, and any Council policy or resolutions).
- **OTHERS DO WHAT?** (how do other organisations tackle this, best practice)
- **EFFECTIVE AND EFFICIENT?** (how do we know we're doing things well, in a timely fashion, and at "best value")
- **WHAT IS THE RISK?** (any areas of risk for the Council)
- **ANYONE LOSE OUT?** (are there sections of the community who might be disadvantaged by this approach, or be less able to take advantage, than others)
- **DOES IT LINK?** (have we linked this to other, similar, pieces of work within or outside the Council)

Getting to the Meeting – for the benefit of visitors



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From Exmouth, Budleigh, Otterton and Newton Poppleford – 157

The following buses all terminate at the Triangle in Sidmouth. From the Triangle, walk up Station Road until you reach the Council Offices (approximately ½ mile).
From Exeter – 52A, 52B
From Honiton – 52B
From Seaton – 52A
From Ottery St Mary – 379, 387

Please check your local timetable for times.

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The Committee Suite has a separate entrance to the main building, located at the end of the visitor and Councillor car park. The rooms are at ground level and easily accessible; there is also a toilet for disabled users.

For a copy of this agenda in large print, please contact the Democratic Services Team on 01395 517546

EAST DEVON DISTRICT COUNCIL

Minutes of a Meeting of the Overview and Scrutiny Co-ordinating Committee held at Knowle, Sidmouth on 17 March 2010

Present:

Councillors:

Ray Bloxham (Chairman)
Bob Peachey (Vice-Chairman)

Iain Chubb
Christine Drew
Chris Gibbings
Graham Godbeer
Steve Hall
David Key
Frances Newth

Marion Olive
Helen Parr
Ken Potter
Graham Troman
Eileen Wragg
Steve Wragg

Officers:

Matt Dickins – Principal Planning Officer
Karime Hassan – Corporate Director
Debbie Meakin – Democratic Services Officer
Rachel Pocock – Head of Legal, Licensing and Democratic Services
Mark Williams – Chief Executive

Also Present

Councillors:

Graham Brown
Paul Diviani

Phillip Skinner
Pauline Stott

Apologies:

Peter Bowden
Stephanie Jones
Jim Knight

Vivienne Ash
Geoff Chamberlain
Jill Elson
Andrew Moulding

The meeting started at 6.30pm and ended at 8.58pm.

*43 Public question time

There were no questions from the public raised at this point of the meeting.

*44 Minutes

The minutes of the meeting of the Overview and Scrutiny Co-ordinating Committee on 27 January 2010 and 2 February 2010 were confirmed and signed as a true record.

*45 Declarations of Interest

Councillor/ Officer	Agenda Item	Type of interest	Nature of interest
Councillor Bob Peachey	8. Local Development Framework	Personal	Owner of land identified in the preparation of the draft documents of the report

*46 **Local Development Framework**
a) Consultation arrangements

The Chairman updated Members on recent changes to the consultation workshop arrangements, following concern in his own ward. The workshop arranged for Ottery St Mary had been restricted purely to the town, with outlying villages being requested to attend other parish specific workshops. Local residents had raised concern about this approach, and as a result, the workshops had been changed for all towns in the District, to incorporate surrounding villages alongside the town.

Matt Dickins, Principal Planning Officer outlined the purpose of the workshops, which included encouraging those present to consider their community aspirations for the next few years, and the implications of different scales of growth. After the workshops, the towns and parishes have until mid May to submit their response. Responses will then inform the preferred options report.

RESOLVED that the Committee's satisfaction with the consultation arrangements for the core strategy, be noted.

*47 **Local Development Framework**
b) Progress and Key Issues

The Chairman reminded Members of the discussions made at the previous meeting on 2 February 2010 on the core strategy, with the key issues set out in the report of that meeting still to consider. Members had previously supported the emerging spatial vision for the District.

Graham Brown, Chairman of the LDF Panel, outlined to Members his recent discussions with an inspector from the Planning Inspectorate on the work achieved so far, and issues relating to the conformity with the Regional Spatial Strategy (RSS). In the Inspector's view, the core strategy should follow the figures set out in the RSS, and to regard those figures as a minimum, rather than a maximum, to meet – therefore planning for development around the main towns and rural villages was acceptable, but the original figure of homes for the west end still had to be met. He reiterated the Council's view for development for rural areas and the restrictions of infrastructure for Exmouth.

Members debated the key core strategy themes for the District as a whole, including:

- Development for villages and small settlements to build viable communities;
- Excessive development at Exmouth, with concern of merging boundaries with Lympstone and Budleigh Salterton; and a need for employment land;
- Expansion at Axminster welcomed;
- Obtaining the views of towns and parishes being vital to assess what a community needs, and identifying those communities that do not want development because they have no need;
- Implications of elderly communities, where young people had left areas to find work, and could not return because of the high cost of housing. As a result far fewer children were in some local communities, which impacted on smaller village schools;
- Should the views of the younger community also be sought, by approaching schools;
- The importance of Ward Members asking their community about their needs, and working with them to complete their response to the consultation.

*47

Local Development Framework continued

b) Progress and Key Issues

Members also questioned what evidence was needed to support a robust challenge to RSS housing figures. The RSS figures were uniquely allocated to specific areas to meet the growth needs of Exeter, with an unprecedented scale of growth in the West End. Evidence of the scale of growth being too high for the areas identified in the West End was needed for a strong argument against the 4,000 homes required under the RSS in Area of Search 4B. The LDF Panel would need to work to provide this evidence, based around an argument of the practicality of delivery of such high scale development in a relatively short time frame.

Members agreed that they did not support a second new community. The current housing waiting list was also suggested as a possible means of evidence to support the need for housing in the remainder of the District. The impact on existing local schools was also debated if the 4,000 homes in area 4B were included in the core strategy.

Axminster, Exmouth and Honiton key issues were also debated:

- Moderate housing had been indicated so far for Axminster, and although based on a few responses, the desire for a bypass was less of a priority. Delivery of a bypass would have to be linked with greater development to meet the cost. The feedback from the consultation workshops would be helpful to clarify this view;
- Employment opportunities were limited and more employment land was needed in Exmouth. Many significant businesses had been lost over recent years and many residents had to commute to work elsewhere, putting additional pressure on the road infrastructure. Young people emerging from college education in Exmouth were faced with no prospects of jobs locally or affordable accommodation. There was no solution to the Dinan Way/A376 issue, and focus had to shift onto bus and rail services into Exeter. Employment land areas already identified were underway for development.
- The cost of delivering even a scaled down eastern by-pass for Honiton was prohibitive and could not be funded by residential development to the east of the town.

Members recounted a number of examples in parish communities relating to rural housing and development. Some parishes had identified a need for the provision of affordable housing and schemes had been brought forward to address those local needs; other parishes had expanded on a smaller scale but with high value homes, which were not attracting young families and their limited budgets. Cranbrook was acknowledged as taking the pressure off rural communities to expand rapidly. A sophisticated approach was needed to deliver what each community wanted, rather than impose upon them a level of development that was not required. Members were keen for officers to produce suitable criteria to follow, in order to assess the needs of rural communities.

RESOLVED

- 1 that the production of a core strategy that proposed 1000 dwellings fewer at Cranbrook and 1000 more in the rest of East Devon than the RSS requirement runs the risk of being found "unsound" at examination be acknowledged;
- 2 that the LDF Panel provide a robust evidence base to justify not producing a core strategy in conformity with the RSS;
- 3 that any alternative approach to accepting the RSS figures for Cranbrook and Area of Search 4b and exceed the figure for the rest of East Devon is thoroughly tested before adoption;

***47 Local Development Framework continued**

b) Progress and Key Issues

- RESOLVED**
- 4 that the option of a second new community is not supported;
 - 5 that the principle of an urban extension at Pinhoe be supported, with recognition that the capacity of the B3181 through Pinhoe to accommodate additional traffic is the major constraint to the level of housing development that can be accommodated;
 - 6 that the development option involving land at redhayes/Blackhorse is supported and it should take into account the proper infrastructure planning for the whole of the growth area and should not put at risk the effective delivery of housing in Cranbrook;
 - 7 that moderate growth for Axminster is preferred and further responses from the consultation exercise be taken into account to reach a realistic number of dwellings in the core strategy;
 - 8 that 1200 dwellings in the core strategy for Exmouth is preferred with the expansion of the Liverton Business Park and a new mixed use/employment area at Lovering Farm. A mechanism needs to be considered to link all new development in Exmouth to contribute to improved public transport in the A376 corridor;
 - 9 that 500 dwellings in the core strategy for Honiton is preferred in light of limited scope for residential development to the south west, and highways issues that would need resolving to develop land to the west for residential and employment development. The prohibitive cost of the an A35 Eastern by-pass to Honiton is acknowledged;
 - 10 that a policy is devised to reflect the Council's desire to meet local housing need and this may result in some villages taking growth and others nil or modest growth.

***48 Local Development Framework**

c) Employment

The RSS requirement for employment land up to 2026 for Exeter and East Devon's West End totalled 160 hectares. Karime Hassan, Corporate Director, explained to Members the breakdown in sites including the options for the West End. The A3052 corridor was also displayed, showing the business and employment sites in that area.

Members were concerned about maintaining an attractive area, being the main access into East Devon from the motorway for visitors to the District. Karime Hassan also demonstrated the need for employment land in Exmouth and what areas were coming forward in the remainder of the District. Members recognised the steps that had been taken to address land supply issues along the A3052 corridor and expressed the view that sufficient land had now been provided for the early to medium term, and policies needed to protect the appearance of this gateway into the District.

***48 Local Development Framework continued**
c) Employment

Members discussed employment sites within the settlements to meet the needs for a balanced community and how providing those employment sites could relate to a demand for housing nearby. Over-providing employment land could result in business trying to locate to sites not preferred by the Council.

RESOLVED that the Committee agree with allocation for employment land in the core strategy and that over-provision of employment land on the A3052 corridor should be guarded against to protect the environment of the area and to ensure employment is delivered at the settlements in East Devon.

***49 Update from the Chairman of Economy Overview and Scrutiny Committee on meeting held on 25 February 2010**

Iain Chubb, Chairman of the Economy Overview and Scrutiny Committee, advised Members of recent debate at his Committee covering the topic of town managers for Exmouth and Seaton; and reviewing the Economy and Development Service Plan for 2010 – 2013. He advised that an additional meeting of the Committee would be held on Thursday 25 March 2010 at 6.30pm to discuss Employment Land in the A3052 corridor, Tim Western from King Sturge was invited to speak at this meeting.

***50 Update from the Chairman of Service Delivery and Performance Overview and Scrutiny Committee meeting held on 17 February 2010**

Steve Hall, Chairman of the Service Delivery and Performance Overview and Scrutiny Committee, updated Members on the improvement to his Committee following the introduction of pre-meetings. Attendance had greatly improved. Reports on performance monitoring had also improved, following negotiations with officers. The Committee planned to continue on reviewing planning enforcement resources, a review of Leisure East Devon; and follow the systems thinking review of Streetscene. He also hoped that the Committee could liaise with the Rationalisation Panel.

***51 Update from the Chairman of Communities Overview and Scrutiny Committee meeting held on 10 March 2010**

Helen Parr, Chairman of the Communities Overview and Scrutiny Committee, informed Members of her recent meeting centred on youth issues. This included a look at the new website for young people, launched as Social Zest, and hearing from the Member Champion for Young People.

Members had also received a further breakdown on the place survey results relating to how residents felt they influenced decisions. Disagreement on the planning system was expected, but the breakdown had also highlighted that some individuals felt that their local elected Member did not engage with them. She hoped her Committee could do further work on this issue due to the importance of the reputation of the Council and how the elected Members were perceived.

***52 Review of the Year**

Members considered the draft Annual Report of the Overview and Scrutiny Committees, which covered the key issues covered by the four Committees to date. The report would be completed after the final meeting of the Economy Overview and Scrutiny Committee had taken place on 25 March 2010.

The key issues would also be aligned to the corporate priorities, and the final draft report circulated to all the Chairman and Vice Chairman of the four Committees for comment. Members were keen to take a stronger scrutiny role for the forthcoming civic year, perhaps taking advantage of the new powers available from April 2010 bring partners to committees to respond to questions.

Members were advised that the Housing Review Board submitted a separate report to Annual Council.

RESOLVED that the final version of the Annual Report be agreed by the Chairman and Vice-Chairman of the Overview and Scrutiny Co-ordinating Committee.

***53 Overview and Scrutiny Committees Forward Plan**

The Chairman welcomed any suggestions for the plan for the next civic year. The focus of the Overview and Scrutiny Co-ordinating Committee would be on the Local Strategic Partnership, its effectiveness, and links with other processes, such as the Local Development Framework.

Members discussed the possibility of reviewing the quality of documents produced by the Council, including reports on agendas. Debbie Meakin, Democratic Services Officer, advised Members of the current work of the Member Development Working Party on reducing the size of reports whilst retaining sufficient information to enable Members to make a balanced recommendation or decision.

RESOLVED that the forward plan for the Overview and Scrutiny Co-ordinating Committee be noted.

Chairman Date

EAST DEVON DISTRICT COUNCIL
Minutes of a Special Meeting of the
Overview and Scrutiny Co-ordinating Committee held
at Knowle, Sidmouth on 18 March 2010

Present:

Councillors:

Ray Bloxham (Chairman)
Bob Peachey (Vice-Chairman)

Iain Chubb
Christine Drew
Chris Gibbings
Graham Godbeer
Stephanie Jones

Jim Knight
Frances Newth
Marion Olive
Helen Parr

Officers:

Donna Best – Principal Estates Surveyor
Peter Jeffs – Corporate Director
Diccon Pearse – Corporate Director
Rachel Perram – Democratic Services Officer

Also Present

Councillors:

Graham Brown
Paul Diviani
Malcolm Florey

Ken Potter
Phillip Skinner
Pauline Stott

Seaton's Voice:

Maria Ballarano
Annette Bentley
Elga Mackie
Carol Manley
Heather Sanham

Seaton Town Council:
David Mears – Town Clerk
Sophie O'Connell

Seaton Residents:
Bob Buskin
Jim Pigott

East Devon Voluntary Support
Agency (EDVSA):
Helen Harman

Representatives from Axe
Valley School

PC Roy Hutter

Apologies:

Vivienne Ash
Derek Button
Trevor Cope
David Cox
Jill Elson

Steve Hall
Ann Liverton
Andrew Moulding
Eileen Wragg
Steve Wragg

John Meakin – Seaton Town Council

The meeting started at 10.00am and ended at 12.05pm.

***54 Public question time**

There were no questions from the public raised at this point of the meeting. Sophie O'Connell from Seaton Town Council asked three questions of Seaton's Voice representatives. The Chairman proposed that these questions be addressed later in the meeting.

***55 Declarations of Interest**

Councillor/ Officer	Agenda Item	Type of interest	Nature of interest
Councillor Graham Godbeer	8. Seaton Town Hall	Personal	<ul style="list-style-type: none"> Chairman of Governors, Axe Valley Community College
Councillor Iain Chubb	8. Seaton Town Hall	Personal	<ul style="list-style-type: none"> Owns property in Seaton
Councillor Jim Knight	8. Seaton Town Hall	Personal	<ul style="list-style-type: none"> Chairman of Seaton Phoenix Group Member of Seaton Town Hall Advisory Committee Devon County Councillor for Seaton Coastal Area Member of Children and Young People Services Board (CIPS) President of the Axe Valley Runners

56 Seaton Town Hall

The Chairman introduced and welcomed Carol Manley from Seaton's Voice to the meeting, who had come to present to the Committee on proposals for the future use of Seaton Town Hall.

Mrs Manley thanked Members for allowing Seaton Voice the opportunity to speak and to share their vision for the Town Hall. The group had been given valuable support and guidance by the Council's Business Champion, Malcom Florey, who had helped them in planning and in the creation of a business plan for the hall.

The group had a one-year vision for starting up use of facilities at the hall, which was then followed up by 3-5 year strategic goals, with the long term ultimate aim of an asset transfer from EDDC back to Seaton.

Mrs Manley ran through a slide presentation that gave Members a feel for the possible use and management of the hall's facilities in the future. It was the group's wish to start using the hall in May 2010. Students from Axe Valley Community College contributed to the presentation, expressing their excitement and commitment to the project.

Key points of the presentation were that:

- The Hall had fantastic facilities that were under-used for most of the week. Seaton was in desperate need of such a facility that could offer flexibility in its use. 3 main rooms were identified as useable space in the building – these were a meeting room and the Council Chamber upstairs - both little used and the main hall which was a very good size and large enough to accommodate a wide range of uses.
- The Group intended to create a community website. This would not only give plenty of information to local residents and visitors to the area, but would also contain a 'virtual office'. This 'office' would be accessible by password from any location and would mean that the Group's management could be flexible in location. This website would also have the facility to offer on-line room bookings; a store selling locally sourced products and merchandise and an art zone, which would allow local artists to sell their goods on line.

- The Group appreciated that a number of bookings were already in place for the hall. These bookings would be honoured and further bookings encouraged to increase revenue for the hall. Any community events would dovetail around commitments,
- The Group recognised that Seaton had a large elderly population as well as many low wage-earning households. It was anticipated that the users of the Hall could offer outreach services to these potentially vulnerable residents.
- A youth cafe was recognised as a valuable asset for the hall. Existing catering facilities could be used and refreshments offered. This would be a safe place for young people to meet.
- The Group wanted to ensure that activities on offer were appropriate for local residents – suggestions included events such as fairs, concerts and creative art festivals for the main hall.
- It was proposed that 4 flat screen televisions were fitted in the hall as a permanent fixture. These could be used for a variety of uses – as well as rolling exhibition space for local artists and businesses. Young people had suggested connection to 'Wii Fit' boxes and dance mats as exercise activities that they could enjoy together.
- That the building be fitted with a Wi-Fi – wireless connection hub that would allow users to connect to the internet, perhaps to do homework on laptops in the Council Chamber room or for local residents to use computer facilities for research and internet connection.

Staff and Management

The Group proposed a set up known as a 'Social Enterprise'. This would be operated under charity status and would be supported by an employment programme from St. Loyes College in Exeter. This scheme was offered to 19-24 year olds who would work for 25 hours per week for 6 months, with St. Loyes being the employer.

The Enterprise anticipated that it would need the following staff: An Administrator to deal with the daily running of the venture; a Community Fundraiser, who would seek out and bid for external funding streams; an Events Planner and a Website administrator.

Seaton's Voice had been able to generate the support of over 150 people from the area that had already committed to help and to offer expertise to the project.

East Devon Volunteer Support Agency (EDVSA)

Helen Harman advised Members that she would be involved in the recruitment and training of volunteers for the Group and would also offer advice and guidance on policies and procedures. Mrs Manley was a trustee at EDVSA.

Financial Forecast

Members heard that the key element in this project would be a partnership working arrangement with Seaton Town Council, EDDC and DCC. It was hoped that the Town Council would offer their approval of the project in the near future.

Mrs Manley ran through an initial forecast of the funds required from these outside bodies that were needed to run the project:

EDDC - £20,000. (EDDC's costs for the hall were currently £30,000, with income of £20,000)

Seaton Town Council - £30,000

Devon County Council - £10,000. The Group hoped that this money could be used on visual improvements to the Hall's entrance area.

Grants - £60,000. This money would be needed to pay for staff to run the Enterprise.

Annual income figures were forecast at the following levels:

Hall Hire - £50,000

Website - £4,000

Events - £10,000

Merchandise sales - £1,000

Members heard of the Group's seriousness and commitment to deliver this vision for Seaton. The Group already had the support of the community and community bodies, of local businesses and charities and of the Youth Enterprise, South West.

The Group saw the project as the opportunity for the community and Councils to come together for Seaton.

The Chairman thanked Mrs Manley for her presentation, adding that it was one of the most vibrant and well-considered talks that had been received at EDDC.

Co-ordinating Committee Feedback

- Seaton Town Advisory Forum

Jim Knight presented feedback from the last meeting of this forum where the proposals of Seaton's Voice had been considered. Members had welcomed any positive news for the hall.

The Forum had asked for the following points of clarification from Seaton's Voice:

1. That they would like to see a business plan for the operation.
2. That bookings are often made up to two years in advance for the main hall. The new structure would need to honour these bookings.
3. That the bar in the hall was operated by the organisations running events at the hall – with profits from bar takings being part of that organisations receipts. This arrangement would need to continue – particularly in the case of charitable organisations that rented the hall.
4. The Forum noted that Seaton Town Council had 60 uses of the Town Hall within their lease arrangements – the majority of these were used for Town Council meetings.
5. That the secure arrangements for the storage of a piano in the building would need to continue as this instrument was important to users of the hall.
6. The Forum would like to be see representatives from EDDC and users of the hall on any new committee arrangements.

- Committee Members

Members were united in their approval of the inspirational presentation received and for the obvious enthusiasm and commitment of Seaton's Voice to start the project and within such a demanding timescale. Members offered their support and backing to the project, which had the backing of all sectors of Seaton's community.

Members noted that the Business Plan was still in development. Malcolm Florey, Business Champion was happy to give his time to help and support the organisation.

Members were disappointed to note that despite meetings between Seaton Town Council and Seaton's Voice, that the Town Council had not yet offered their support to this project.

Members noted that Seaton was lucky to have a facility in such a central location, with a large public car park behind the building. It was a shame that the building's use had not been maximised in the past and it was excellent that the people of Seaton wanted to manage the building.

The Town Clerk for Seaton Town Council (STC) spoke to the Committee stating that they had met with Seaton's Voice and that the Council was not yet committed either way to the project. STC acknowledged that the use of the hall needed to change and to grow. He reminded Members that STC needed office space for a Town Manager and there was some concern that STC may have to move out of the Town Hall if no space was available for the Town Manager.

Stephanie Jones spoke as Member Champion for Seaton, noting that Seaton had been asking for such community facilities for a long time. It was good to see support for these plans from so many age groups and sectors of the community. As Member Champion, she offered her support for the scheme.

Members were aware that Seaton had been let down by a lack of facilities in the town. It was felt that EDDC should look to pass this building back to the people of Seaton in the future. The Elizabeth Road site was now in Seaton Town Council's ownership and successful bids for funding had already been received. Jim Knight expressed his interest in being EDDC's representative as Ward member on the Group.

- Feedback from Seaton's Voice

Carol Manley gave feedback to the Committee's comments, noting that it was difficult to present a vision as well as providing great detail about the planned operational running of an organisation that was still looking to receive back up from outside bodies. The Business Plan was an on-going document. Another community meeting was scheduled for Thursday 25 March, when it was hoped that Seaton's Voice would be able to give news of EDDC's support.

With regard to the Group, it was envisaged that this would be a membership organisation, run as a Social Enterprise, which would be a company limited by Guarantee, registered with the Charities Commission.

Mrs Manley reassured the Committee that all existing bookings would be honoured. It was the Group's aim to support and to help groups. Issues over the hall's bar would be examined and an agreement sought.

On behalf of Seaton's Voice, Mrs Manley thanked Members for their positive comments and support. Concerns from STC were acknowledged and it was hoped that they could embrace the notion of the Group's 'virtual office' and 'hot desk' proposal with regard to the Town Manager, whom, it was envisaged, would spend a great deal of time out of the office. The Group hoped that all outstanding issues with the STC could be resolved, allowing both organisations to move forward towards a common aim for the town's people.

In order for the project to be launched in May 2010, the group needed £5,000 and EDDC's agreement to install a WiFi hub at the Town Hall. The group were confident of their ability to recruit staff by this time.

The Chairman thanked everybody at the meeting and noted that there were a number of matters best handled by a Working Party.

- RECOMMENDED**
- 1 that the proposals outlined in the Seaton's Voice presentation be supported and welcomed and the desire to move the plans forward as quickly as possible be recognised;
 - 2 that the number of issues to be resolved – including the needs of Seaton Town Council; the needs of a future Town Manager for Seaton; how the project will be funded both in the short and long term and the implications for the Council as landlord be noted;
 - 4 that a Liaison Group be formed as soon as practicable, initially for the relevant officers and Members (including Ward Members) to work through all the outstanding matters and to consult with interested parties and to report back to the Co-ordinating Committee;
 - 5 that a Special Meeting of the Overview and Scrutiny Co-ordinating Committee be called when the Working Party has concluded the work of its remit.

Chairman Date

Report to: East Devon District Council, Overview and Scrutiny Co-ordinating Committee

Date: 23rd June 2010

From: Peter Gilpin, CEO, Leisure East Devon Ltd

Annual Report – 2009 Performance and Overview of 2010 Future Service Development Plans

The Leisure East Devon (LED) Statement of Accounts accompanies this report; this contains full details of the 2009 performance summarised below.

2009 – Summary of Performance

Despite the most severe recession for decades, LED had a successful fourth year generating £290,656 net income (£266,937 in 2008) whilst also slightly increasing customer visits. This was clearly a significant achievement.

It should be noted, however, that from these surpluses £150k pa is allocated to reserves (see below). A further £200k is utilised to fund capital purchases. Depreciation charges within the published accounts will be unusually low in LED's initial years of operation as many assets were originally inherited from EDDC. LED's management accounting surplus for 2009 is therefore just £18k.

Financial Review

The tabulation that follows summarises the significant financial variations from 2008:

Income variations (net of related expenditure where applicable)		
Membership income	98	a
Secondary sales – Bar and catering / Merchandising	28	b
Swimming	(19)	c
Bank interest	(35)	d
Indoor Sport	(39)	e
Expenditure variations		
Pension costs	75	f
Premises	31	g
Staff Costs	(56)	h
General supplies and depreciation	(58)	i
Analysis of the change in performance from 2008 to 2009 (in real terms) £k change: Favourable / (Adverse) Notes (8)		
Net change	25	
Notes:		

- a. The number of inclusive memberships with “unlimited” access to various Trust facilities has increased by 17% to 4,325. This follows the launch of cheaper memberships and seniors’ discounts, promotional activity and the attractiveness of the inclusive option compared to pay as you go alternatives in difficult economic conditions.
- b. Vending income has increased following the replacement of Trust vending facilities and outsourcing of the associated management arrangements. Merchandising sales have increased as LED has sought to expand its services to customers at Exmouth Sports Centre.
- c. Swimming income has seen a small decline. Various contributing factors have been identified, including competition from private and other venues, together with the impact of economic conditions on disposable income.
- d. Bank interest – interest on balances reduced from 4.56% in 2008 to an average of 2.32% in 2009.
- e. Indoor sport has suffered from competition, the closure of Rolle College in Exmouth and general economic conditions. Additionally, many of our inclusive members are able to enjoy provision free of charge, affecting overall income recorded against this head.
- f. Pensions – the current service cost as measured under FRS17 has reduced by £75k. Please see separate disclosures within the Trustees’ Annual Report and notes to the accounts for further information.
- g. Premises – the primary reason for this favourable variation is the award of discretionary rate relief for our Exmouth Pavilion site. This was backdated yielding a substantial saving.
- h. Staff costs have grown following the in-house provision of Human Resources (previously out-sourced), increase in exercise classes and strengthening of the Exmouth Sports Centre management team.
- i. General supplies and depreciation have increased following the Trust’s investment programme and utilisation of earmarked funding to finance occasional purchases of a non-recurrent nature – eg. pool inflatables, software and refurbishments.

Attendances

Attendances at the facilities were as follows: Definition:	2009 achievements	2008 result	Change +/-(-)
Annual number of customer visits	888,000	883,000	0.6%
Numbers holding an inclusive memberships (offering unlimited access to various LED activities)	4,325	3,689	17.2%
Number of fitness classes	176 per week	138 per week	27.5%
Annual attendances at gyms	154,000	132,000	16.7%
Annual number of customer visits to the district swimming pools	297,000	311,000	(4.5%)

General Reserves

The Board of Trustees has examined the requirement for reserves in the light of the main risks to the organisation and the recommendations of the Charity Commission. In general, LED is not dependent on reserves to fund its mainstream services. However, as a newly established business, LED identified the need to build up a reserve to protect against downside cost risks identified in the Trust’s Business Plan. At the balance sheet date a reserve of £951k has been accumulated and the Trust plans to increase this to a target of £1.25m (ie. three months’ expenditure as recommended by the Charity Commission).

The general reserves are needed to meet the working capital requirements of the Trust, to provide financial headroom and to provide emergency contingency funds. Future threats such as the planned implementation of statutory employer pension contributions from 2012, likely increases in employer pension contributions into the defined benefit pension scheme and possible VAT and National Insurance increases are on the horizon (LED is unable to reclaim all its input VAT).

In the event of a significant drop in income, the Board of Trustees is confident that with a reserve of this level it will be able to continue the current activities of the Trust for a period of time until either income returns to former levels, or other mitigating action is taken.

In the interim period, until 31 December 2010, the Trust is able to drawdown loan finance of £300k from East Devon District Council to support operations. Interest on this facility would be charged at 0.75% above the Base Rate. The Trust does not envisage requiring this facility.

Equipment Replacement and Business Investment

During 2009, £207k of incoming resources were designated for equipment replacement and business investment. It is anticipated that an average of £200k per annum will be earmarked in each of the first five-years of the Trust's operations creating a £1m plus investment fund. The majority of this designation is being expended in line with the marketing plan, with a small proportion being maintained to respond to exceptional opportunities, infrastructure requirements, essential replacements and management initiatives.

Additionally, managers are encouraged to out-perform their budgets and to re-invest a proportion of that out-performance in centre initiatives. Investments are agreed in discussion with the Executive Management Team.

Investments

The Trust has invested to improve the quality of its facilities as set out below. It is expected that investments will total £1m over the first five years of operation.

To date the following projects have been delivered:

- A range of improvements at Exmouth Leisure Centre including the opening of the upgraded Fit4 gym, and redevelopment of the old gym area to provide a quality dance and fitness studio.
- The upgrade and extension of the Honiton gym (1 June 2008) and refurbishment of Axe Valley gym (two phases in January 2008 and September 2009) and Ottery St Mary gym (January 2008).
- Provision of a new projector and screen at Exmouth Pavilion to enable the Trust to meet the needs of the conference market, to advertise and broaden awareness of LED facilities, and to screen major sporting events.
- Improvements to technical equipment at Exmouth Pavilion to attract a broader range of arts and cultural events.
- The enclosure of the balcony at Honiton Sports Centre and installation of air conditioning to provide a new activity space for a wide variety of uses – from crèche facilities and spinning classes to meetings and training.
- The enclosure of the balcony and installation of air conditioning at Exmouth Leisure Centre, Axe Valley Sports Centre and Sidmouth Leisure to provide new activity spaces as above.
- Provision of a re-vamped reception area with enlarged retail area at Honiton Sports Centre to provide customers with a more comprehensive service.

- Enhancements to retail areas at Exmouth Tennis Centre, Sidmouth Pool and Exmouth Leisure Centre.
- The development of a new gym at Exmouth Tennis Centre (opened 1 October 2008).
- Refurbishments of ancillary facilities – eg. the bar/café at Exmouth Tennis Centre, the café area at Sidmouth Pool, and the refurbishment Honiton Pool’s changing rooms.
- Various other schemes including technical equipment for the Exmouth Pavilion entertainments venue, new pool inflatables, investment in energy efficient plant etc, air conditioning, and CCTV.

2010 – Overview of Future Service Development Plans

The 2009 Statement of Accounts provides the following overview:

The 2010 Marketing Plan has two main themes – investment and consolidation. Consolidation activities will include reviewing the feasibility of potential facility developments in Sidmouth, improvements to signage, the implementation of software to help identify members at risk of leaving, and greater use of Information and Communications Technology to communicate with the Trust’s customers. Investments are likely to surround refurbishment of the Pavilion café, improvements to Sidmouth gym, replacement of the out-dated accounting system and investment in outdoor facilities and Tennis.

As we approach the half-way point, and in light of performance to date and the appointment of a new Chief Executive for LED, the following update can be provided:

- LED was slightly ahead of budget at the end of April, due to growth in membership sales. The surplus is not expected to be maintained. LED had a poor April (fewer casual and school swimmers). The Trust is also continuing to incur legal costs in relation to Exmouth Pavilion and suffering from loss of income at this location. A verbal update on the position at the end of May will be provided at the meeting;
- Nevertheless the targeted general reserve figure of £1m is due to be reached this year;
- £60k of fitness equipment is in the process of being ordered for Sidmouth Sports Centre;
- The membership retention software has been installed at two sites and will be rolled-out at others during 2010; the importance of this is demonstrated in the growth of the number of direct debit members and related income reported above;
- A new financial accounting and management system has been ordered (c£45k) which will incorporate a payroll package, as this function is being brought ‘in-house’ in April 2011;
- Upgrades to the ICT infrastructure costing c£15k has also been approved to improve inter-site communications and intranet links that will provide optimum use of new technology ;
- A new telecommunications package has also been ordered (c£35k) that will significantly improve the customer experience and provide direct transfers between sites, thus improving business performance;

- The improvement grant from the Lawn Tennis Association (LTA) for the refurbishment of the Phear Park tennis courts continues to be sought; the Tennis Centre's recent achievement of Beacon Status will improve this proposal.

In terms of 'new' initiatives and issues for 2010 LED is addressing the following:

- Resolving the catering dispute at Exmouth Pavilion in order to implement the planned capital and revenue improvements;
- Continuing to grow net membership numbers and revenues in conjunction with the new retention package, including membership 'packaging' and pricing;
- Increasing classes and courses programmes and income;
- A review of 'mission, vision and values' including medium and long term business planning;
- A review of management roles and responsibilities;
- A review of marketing, branding and signage;
- Improved website and online communications;
- An increase in sports development and 'outreach' work, including leading and implementing the East Devon 'Active Villages' initiative;
- Continued promotion of swimming and tennis through the current 'free' session approach;
- Improved retail offer (both in-centre and online);
- Closer working with partnership organisations seeking mutual opportunities for growth or shared objectives, i.e. management, sports development, health;
- Improved park-based community activities;

Generally, LED will seek to become more commercial in order to continue to generate the surpluses required for its on-going programme of facility investments and improvements, and to provide the resources to meet its broader community aims.

The greatest challenge is perceived to be the current public sector economic climate that is likely to put extreme pressure on the capital investment and improvement programme of both partners, and without which it will become increasingly difficult to meet customer expectations and to maintain (let alone improve upon) current and past levels of performance.

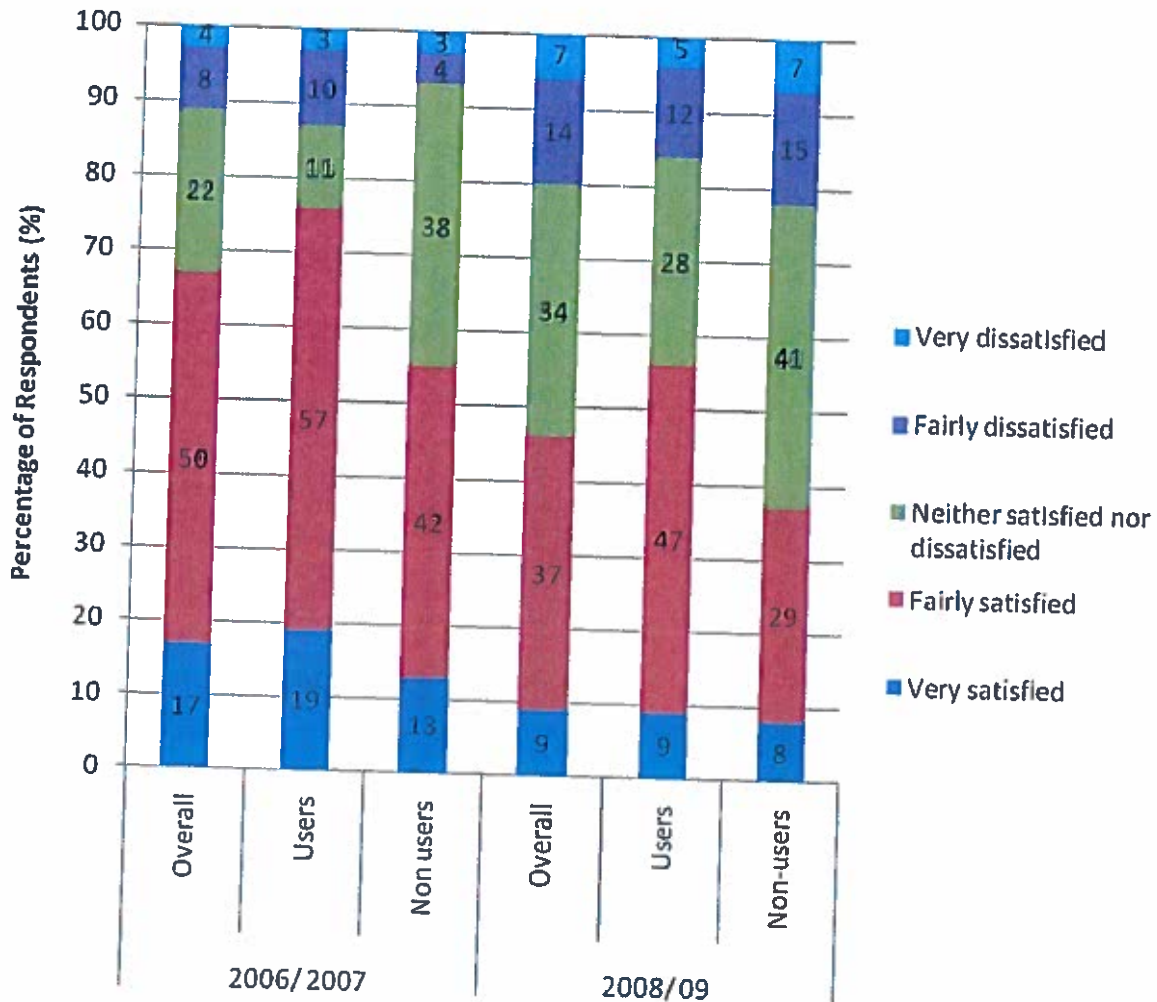
Peter Gilpin, Chief Executive, LED

29th May 2010

Sports and leisure- further investigation

Overall, with users and non users from 2006/ 07 and 2008/ 09

There were 1,102 responses to the overall figure in 2008/ 2009, 493 responses to 'user' and 440 responses to 'non-user' from 2008/ 2009.



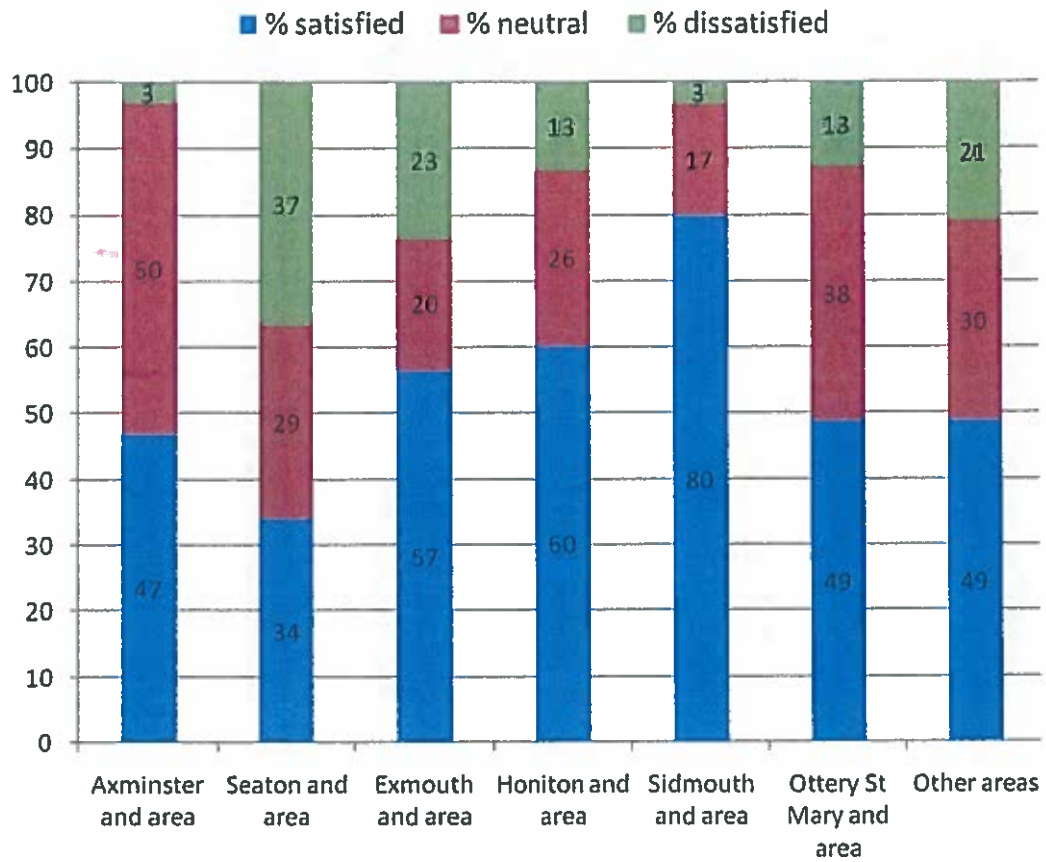
The most notable points are:

- Overall, including all respondents, dissatisfaction has risen from 12% to 21%
- The satisfaction of users has fallen from 76% to 56% However, rather than becoming more dissatisfied, 17% more users are choosing the neutral option, so they are less happy but are not dissatisfied
- The satisfaction of non-users has fallen from 55% to 37% and the dissatisfaction of this group has risen from 7% to 22%

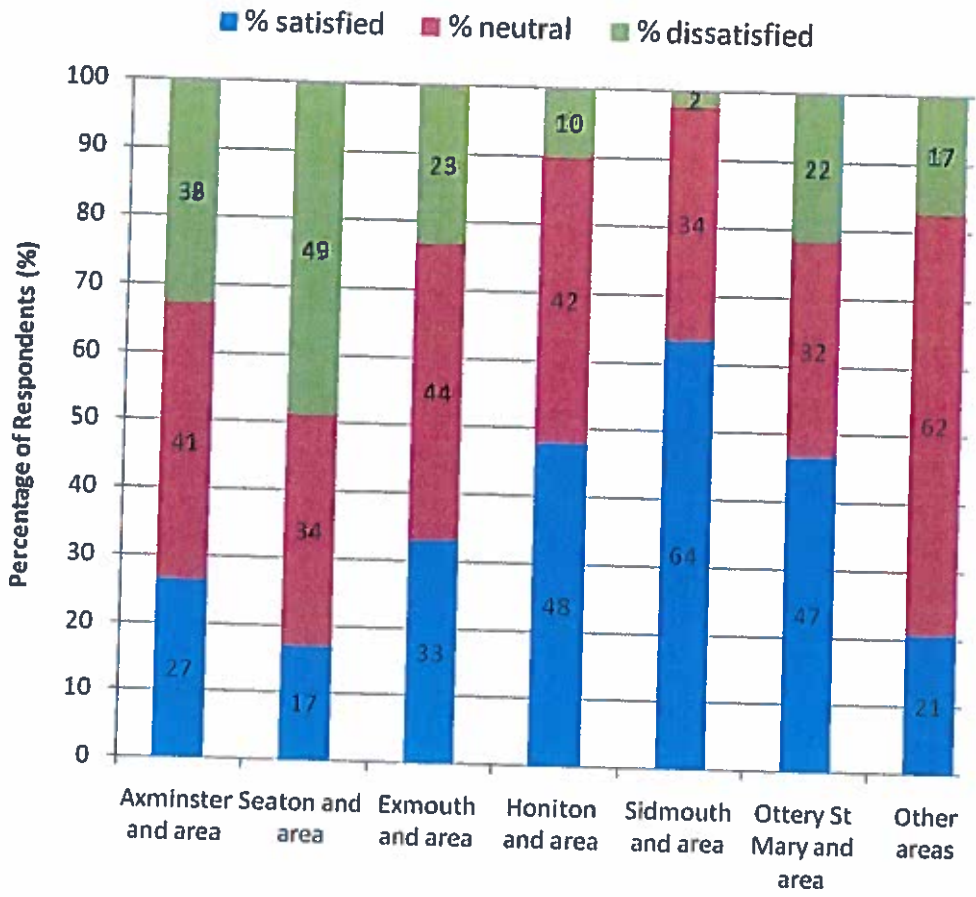
We need to bear in mind that the non-user group may not be using the facility as they are dissatisfied with it, or due to the fact that there is not one near their homes.

What about users and non –users of sports and leisure facilities in different Ward areas?

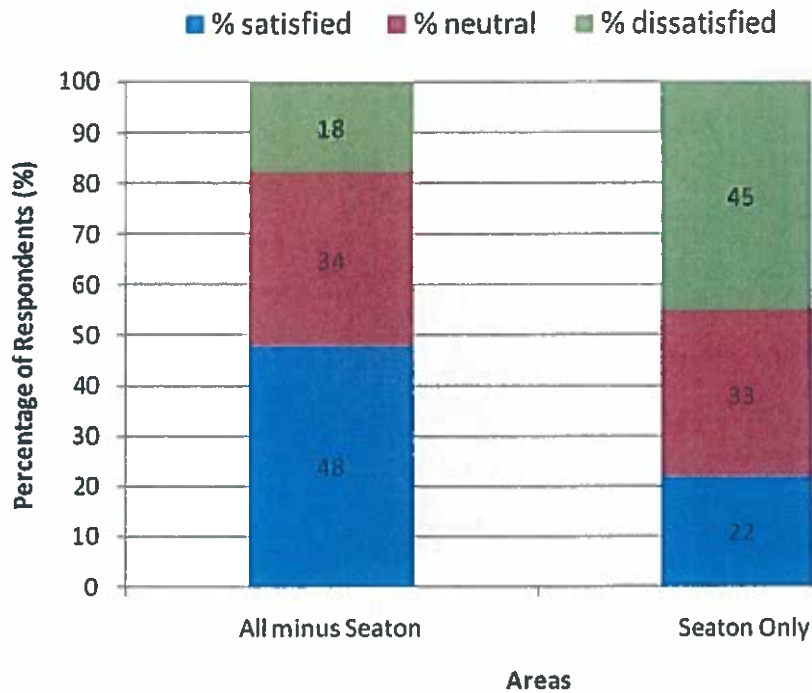
Users within last 6 months



Non users within last 6 months



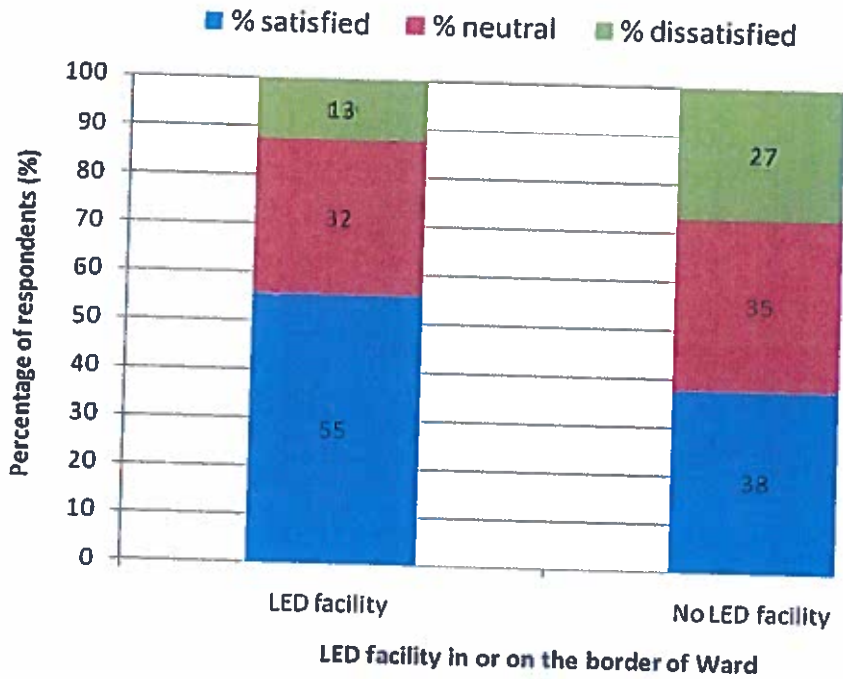
Is it only Seaton causing the issue?



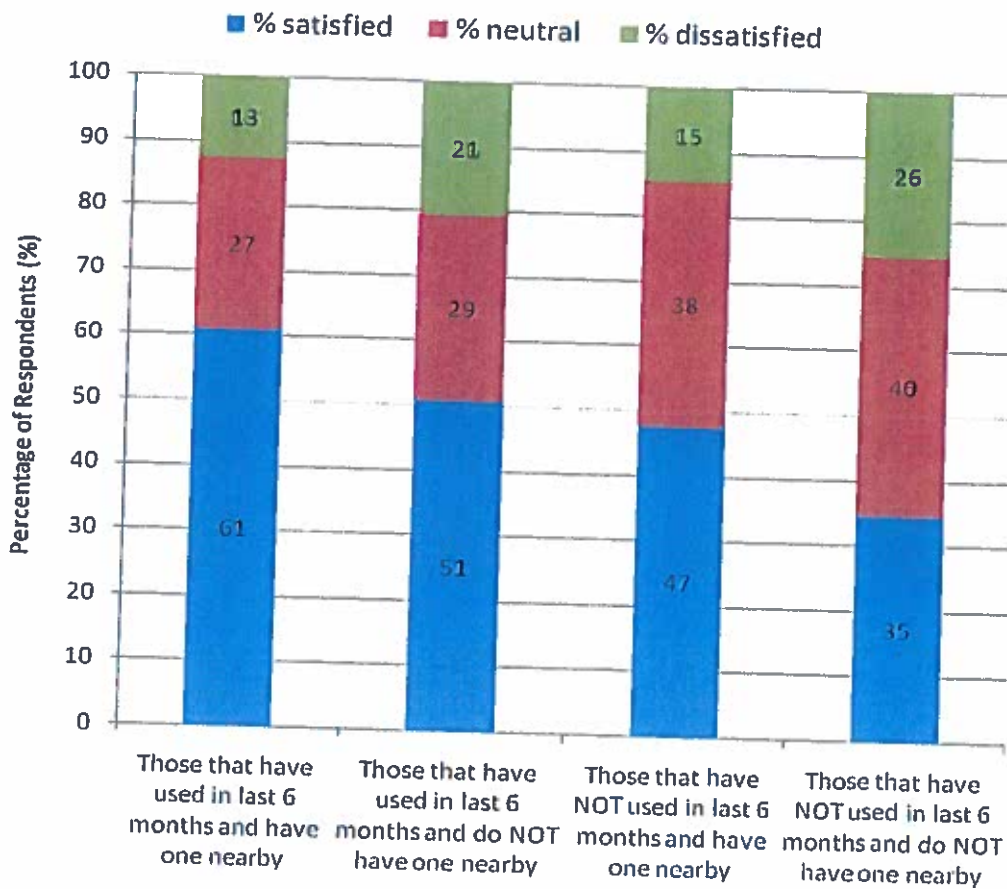
This shows that it is not only the Seaton area that has caused the drop in satisfaction. Overall satisfaction without the Seaton area included is still only 48%. The other areas where there are issues are:

- Axminster (39%)
- Ottery St Mary (45%)
- Exmouth (44%)

What is the difference in satisfaction where there are and are not LED facilities?

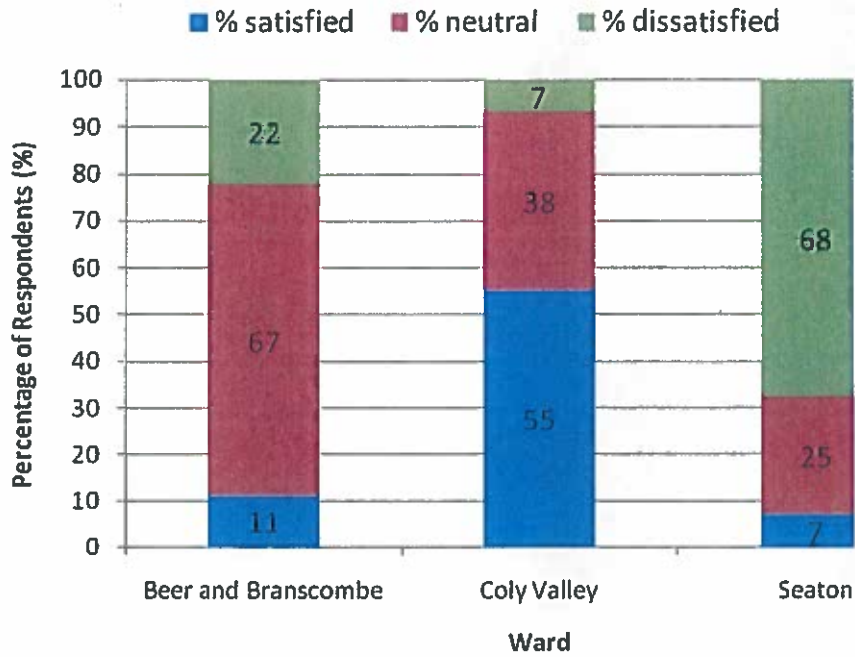


This will also correlate to whether people have used the facility. They are more likely to use it if it is nearer.



Which particular Ward within the Seaton Market town area is most dissatisfied?

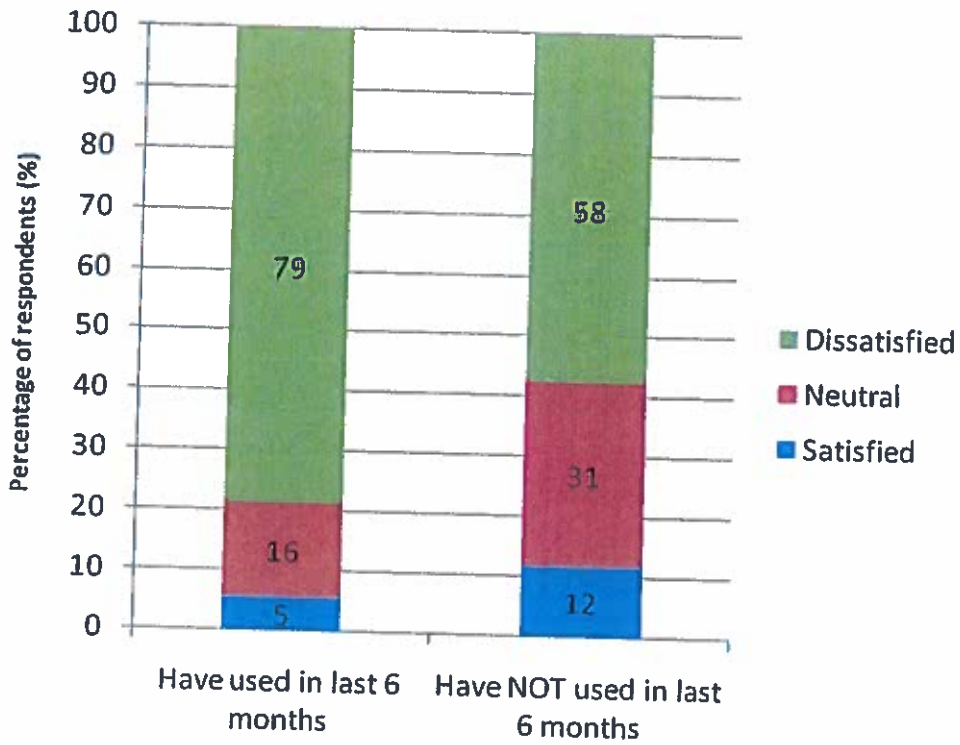
Within the Seaton Market Town area as classified by Devon County Council, there are 3 wards within the Seaton Town area. These are split up in the following graph.



This clearly shows that Seaton and Beer and Branscombe are the issue. There is a sports and leisure facility in the Coly Valley, the fact that 55% are satisfied here supports the theory that Seaton's low satisfaction and high dissatisfaction is due to them not having a sports and leisure facility.

Are respondents from Seaton Town Ward more satisfied if they have used sports and leisure facilities in the last 6 months?

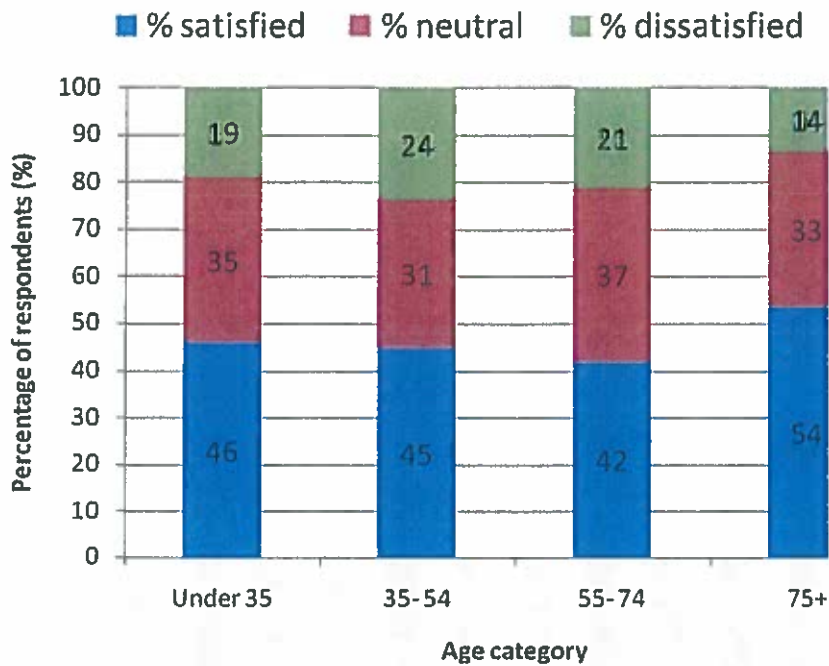
Respondents from Seaton Town Ward only are shown below



This shows that people in Seaton were dissatisfied whether they had used the sports and leisure facilities or not. However, these are very low numbers of respondents, 26 who had not used the sports and leisure facilities in the local area, and 19 that had. This could show that those who have used other sports facilities resent the distance they have to travel to be able to use them.

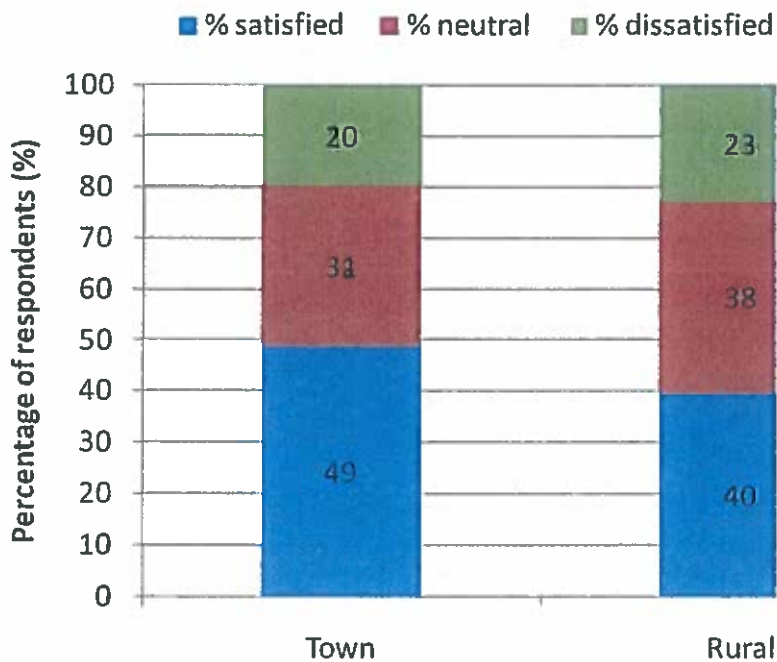
Sports and leisure satisfaction split by age

The following shows all the results (all Ward areas) split by age:



Age has little effect on whether people are satisfied with the sports and leisure facilities.

What about town areas versus rural areas?

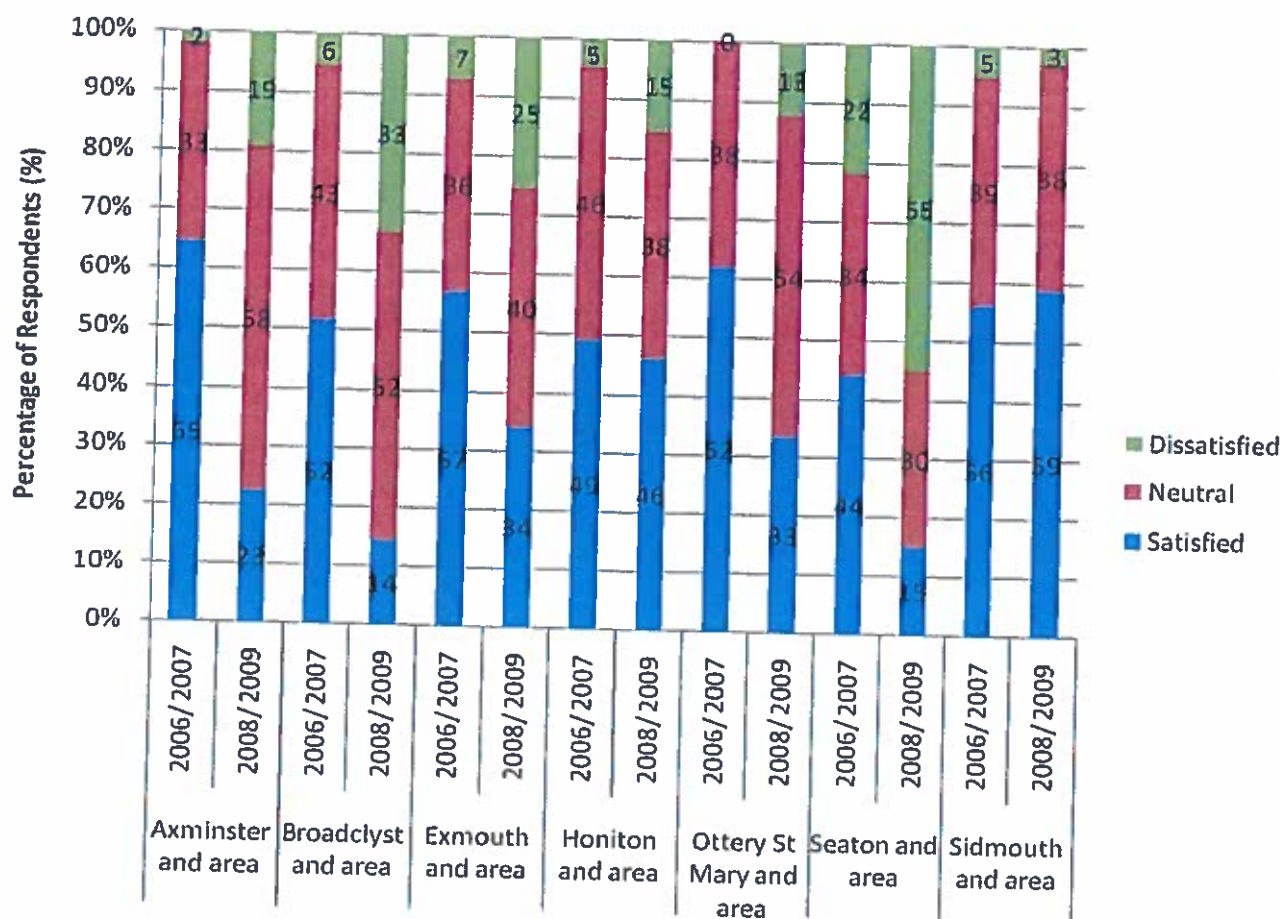


This shows that whether people live in a town or rural area has little effect on whether they are satisfied with sports and leisure facilities or not.

Comparisons over time

To compare the information about users/ non-users over time the geographical areas had to be split up differently, and the definition of users for the next two graphs also includes those who have used sports and leisure facilities in the last year.

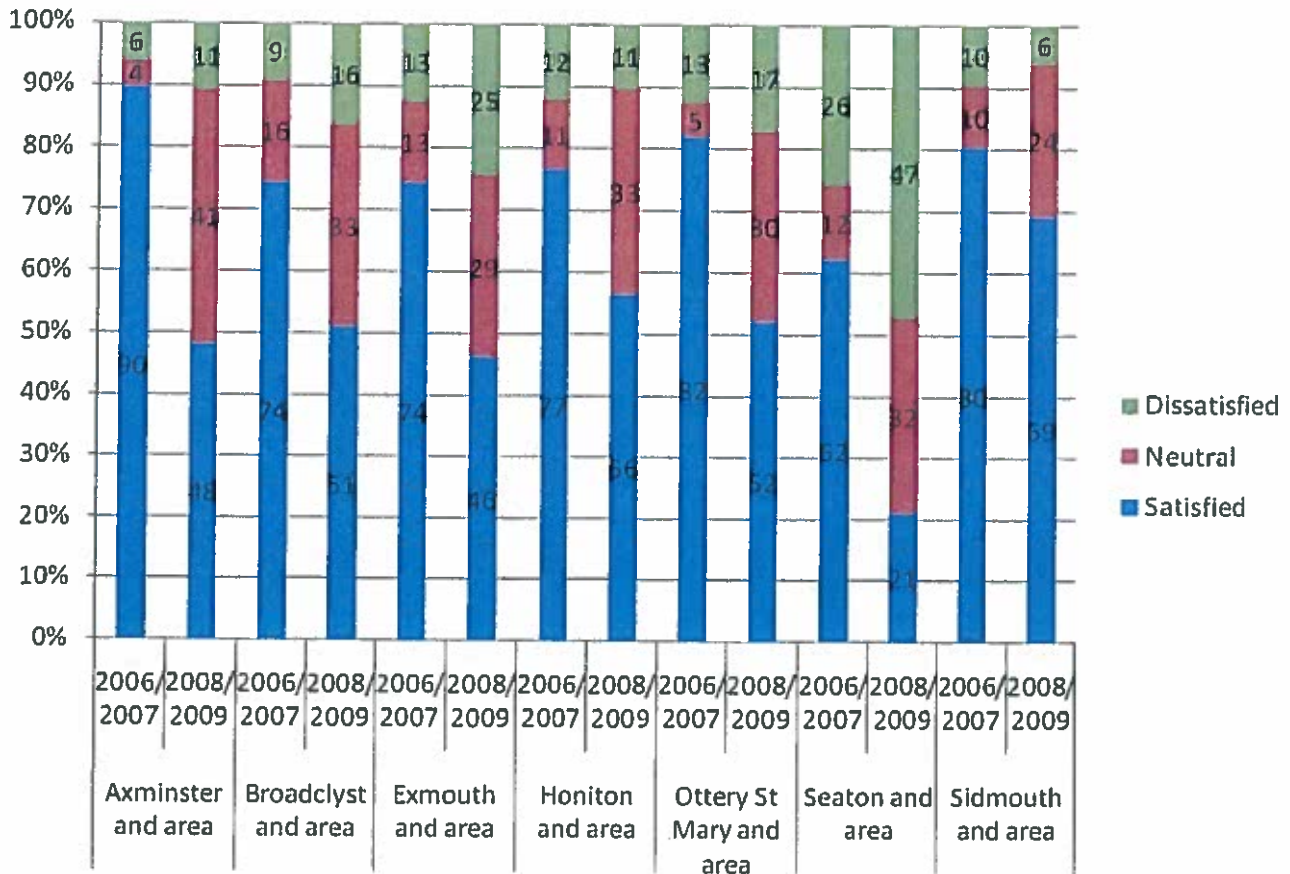
NON-Users (Longer ago, or never used)



Out of all the non-users Sidmouth and Honiton are the only ones who have experienced a minimum change.

- Axminster- 42% less satisfied and 17% more dissatisfied
- Broadclyst- 38% less satisfied and 27% more dissatisfied
- Exmouth- 23% less satisfied and 18% more dissatisfied
- Ottery St Mary- 29% less satisfied and 13% more dissatisfied
- Seaton- 29% less satisfied and 33% more dissatisfied

USERS (within the last year)



Although there has been less change in dissatisfaction levels amongst users:

- Axminster- 42% less satisfied
- Broadclyst- 23% less satisfied
- Exmouth- 28% less satisfied and 12% more dissatisfied
- Honiton- 21% less satisfied
- Ottery St Mary- 30% less satisfied
- Seaton- 41% less satisfied and 21% more dissatisfied
- Sidmouth- 11% less satisfied

SUPPORT SERVICE SPECIFICATION FOR EAST DEVON DISTRICT COUNCIL

Name of Service

Leisure East Devon Ltd.

Response Times

Quarterly reports on financial matters

Annual reports on service standards matters

Access immediately, unless unreasonable to demand this, to documentation which supports the above reports.

General Description of Service

To assist the Council to achieve its Corporate Strategy through:

Providing accessible, diverse and high quality leisure and cultural opportunities that meet the needs of the local community and visitors.

- To recognise the diversity of customers and their leisure needs, and to provide opportunities which meet their expectations.
- To promote, develop and sustain physical, mental, and social wellbeing by encouraging healthy lifestyles for the whole community.
- To advance educational opportunities through leisure and cultural activities.
- To achieve a relationship with residents of East Devon such that the Trust is seen to belong to, and is for the benefit of, the local community.

This will be achieved by using the 10 leased leisure buildings, and associated assets, as a base for activities but outreaching from these as appropriate.

Detailed description of service level to be provided

- Maintenance of, or preferably improvement upon, customer satisfaction ratings from Council's general survey.
- Maintenance of, or improvement upon, satisfaction ratings of groups who hire our facilities.
- Achievement of a year on year increase in the percentage of East Devon residents who have attended a physical activity session run or directly promoted by Leisure East Devon (to be measured as from a baseline set in '06-07).
- Achievement of a year on year increase in the number of visits to the physical activity sessions and events run or directly promoted by Leisure East Devon.
- Achievement of a year on year increase in the number of visits to cultural events run or directly promoted by Leisure East Devon.
- Achievement of a year on year increase in the number of physical activity and culture 'sessions' provided 'off site' from the leisure centres.
- Management to show a year on year improvement in operational recovery rate (from year '06-07).

- Annual accounts to show a year on year increased diversity of funding sources.
- Management to show a minimum 2.5% demonstrable efficiency saving each year.
- Meeting Business Plan and Development Plan milestones.
- Maintaining and developing facilities and links to ensure that there are a range of opportunity levels for participation in all major sports within East Devon (beginner, intermediate, special need, advanced and elite).
- Increased press and other media publicity levels year on year for sports, physical activity, cultural programmes, and achievement.
- Avoidance, and effective management of, adverse press and other media coverage.
- Demonstrating year by year progress on environmental sustainability issues, notably initiatives to reduce the number of people who drive less than one mile to use a sports or leisure centre.
- Achieving year on year increases on numbers of people (non staff) attending steering groups (in aggregate).
- Maintaining a current website with links to Council websites.
- Achieving year on year increases in e-enabled transactions eg e-bookings.
- Systems in place to ensure that a wide range of opportunities for physical activity provided by Leisure East Devon, or directly promoted by them, remain affordable to those on means tested benefits.
- Maintaining, and preferably enhancing, effective partnerships with health and education agencies.
- Provision of advice and small scale assistance, at no cost, to East Devon District Council on issues of sport, culture, and physical activity.
- Meeting all requirements of the lease.
- Maintaining clear policies which are no less effective than, and achieve the same aims as, those of the Council on Risk Management, Procurement, Health and Safety, Equalities and Diversity, Child Protection, Emergency Planning and Disaster Recovery.

LED Service Payment Proposal

1. For a 5 year period from January 2011 EDDC and LED will agree a new basis for a service payment. This is paid in quarters but fixed at the beginning of the year.
2. The service payment will relate to the previous year's fee plus an inflationary element adjusted each year. The inflationary element will be based on the following formula:
 - a. LED's employment costs (based on the previous year's actuals) will be increased by an equivalent percentage to the national Local Government staff salary increases (for the preceding April).
 - b. LED's other costs (based on the previous year's actuals) will be increased by RPI (as at preceding October). However there will also be an assumption that LED's fees and charges (previous year's actuals) will be increased by the same rate of RPI, so this will be deducted from the inflation increase payable.
3. To enable LED to plan effectively LED's service payment will not be reduced below the sum paid the previous year, should the formula require this. However subsequent rises in service payments would be adjusted to take full account of this.
4. If LED's business model should radically change within the timescale of this agreement (e.g. disposals of key buildings, radical shift in core business, successful bid for major new business) this agreement shall be reviewed.



Inspecting policing
in the public interest



28 May 2010

Chief Executives
All English District Councils

Direct line 0844 798 2467
Email g-davies@audit-
commission.gov.uk

Dear Colleague,

I am writing on behalf of the CAA inspectorates to let you know how we propose to bring work on CAA to a conclusion in the light of the new government's recent announcement.

All work on updating the area assessment and organisational assessment will cease with immediate effect. These assessments on the Oneplace website will not now be updated. We will not be reporting new red or green flags in the area assessment nor updating the text around existing flags.

We will not be issuing new scores for the use of resources assessments, the managing performance assessments or the overall organisational assessments.

Your appointed auditor will continue to deliver the audit in line with the statutory Code of Audit Practice under which they are required to give a value for money conclusion alongside their opinion on the financial statements. Auditors will need to complete such work as they consider necessary to enable them to give this conclusion, but in practice we envisage they will be able to discharge this responsibility using work completed to date for the use of resources assessment. Your auditor will report any significant findings in the annual audit letter but will not be reporting a score for the use of resources.

We have already announced that we are reviewing the approach that auditors will take in future to the value for money conclusion from 2010/11.

We are in discussions with the government, the LGA and other representative bodies about the future approach to inspection. In the meantime, the Audit Commission will continue with the limited programme of risk-based inspections currently underway. We will inform you of any developments in our approach as soon as they have been agreed.

Your CAA Lead and appointed auditor will of course be available to discuss the practical implications of these changes. You can also phone our helpline on 08450 522616. I would like to thank you for your cooperation with our staff over the short life of CAA. We will of course consult you about the future approach to audit and inspection.

Audit Commission, 1st Floor, Millbank Tower, Millbank, London, SW1P 4HQ
T 0844 798 1212 F 0844 798 6187 www.audit-commission.gov.uk

Forward Plan for Overview and Scrutiny Co-ordinating Committee

Month	Topic	Lead
15 September 2010	Police Issues <ul style="list-style-type: none">• Public satisfaction• Policing local events• Station opening hours• Prioritising policing	Diccon Pearse
17 November 2010	LSP	Peter Jeffs
26 January 2011	Service Planning & Budgets	Diccon Pearse
16 March 2011	Review of the Year	

