

Democratic Services

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Date: 9th November 2011

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**To: All Members of the Economic and Community Development Policy
Development and Scrutiny Panel**

Councillor Robin Moss
Councillor Ben Stevens
Councillor Patrick Anketell-Jones
Councillor Brian Simmons
Councillor Michael Evans
Councillor Lisa Brett
Councillor Manda Rigby

Chief Executive and other appropriate officers
Press and Public

Dear Member

**Economic and Community Development Policy Development and Scrutiny Panel:
Thursday, 17th November, 2011**

You are invited to attend a meeting of the **Economic and Community Development Policy Development and Scrutiny Panel**, to be held on **Thursday, 17th November, 2011 at 1.00 pm** in the **Council Chamber - Guildhall, Bath**.

Members of the Panel are reminded that the Equalities briefing will start at 12.30pm in the same room. This briefing is closed for the public.

The agenda is set out overleaf.

Yours sincerely

Jack Latkovic
for Chief Executive

If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.

This Agenda and all accompanying reports are printed on recycled paper

NOTES:

1. **Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Jack Latkovic who is available by telephoning Bath 01225 394452 or by calling at the Riverside Offices Keynsham (during normal office hours).
2. **Public Speaking at Meetings:** The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. Advance notice is required not less than two full working days before the meeting (this means that for meetings held on Wednesdays notice must be received in Democratic Services by 4.30pm the previous Friday)

The public may also ask a question to which a written answer will be given. Questions must be submitted in writing to Democratic Services at least two full working days in advance of the meeting (this means that for meetings held on Wednesdays, notice must be received in Democratic Services by 4.30pm the previous Friday). If an answer cannot be prepared in time for the meeting it will be sent out within five days afterwards. Further details of the scheme can be obtained by contacting Jack Latkovic as above.

3. **Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Jack Latkovic as above.

Appendices to reports are available for inspection as follows:-

Public Access points - Riverside - Keynsham, Guildhall - Bath, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

For Councillors and Officers papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

4. **Attendance Register:** Members should sign the Register which will be circulated at the meeting.
5. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.
6. **Emergency Evacuation Procedure**

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

**Economic and Community Development Policy Development and Scrutiny Panel -
Thursday, 17th November, 2011**

at 1.00 pm in the Council Chamber - Guildhall, Bath

A G E N D A

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

The Democratic Services Officer will draw attention to the emergency evacuation procedure as set out under Note 6.

3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

4. DECLARATIONS OF INTEREST UNDER THE LOCAL GOVERNMENT ACT 1972

Members who have an interest to declare are asked to:

- a) State the Item Number in which they have the interest
- b) The nature of the interest
- c) Whether the interest is personal, or personal and prejudicial

Any Member who is unsure about the above should seek advice from the Monitoring Officer prior to the meeting in order to expedite matters at the meeting itself.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

6. ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

At the time of publication no notifications had been received.

7. MINUTES 05/10/2011 (Pages 7 - 12)

To confirm the minutes of the above meeting as a correct record.

8. MEDIUM TERM SERVICE & RESOURCE PLANS APPROVAL PROCESS (5 MINUTES)

These reports set out the key influences affecting each Directorate in the next 3-5 years; the changes that the Council wants to make in order to be able to deliver its vision and priorities, and proposed actions to achieve financial balance in an increasingly challenging local and national context.

To avoid the potential overlap in presenting Medium Term Service & Resource Plans to more than one panel, the Policy Development and Scrutiny Chairs and Vice Chairs agreed that the most effective approach would be for the Economic and Community Development Policy Development and Scrutiny Panel Members to be invited to the relevant Panel meetings and asked to make their comments to the relevant parts of plans:

- Housing and Major Projects PDS Panel meeting on 15th November (starts at 5.30pm in the Chamber) – Economic Enterprise and Business Development
- Resources PDS Panel meeting on 21st November (starts at 5.30pm in Keynsham Town Hall) – Community Safety, Big Society/3rd Sector funding and development; and
- Planning, Transport and Environment PDS Panel meeting on 6th December (starts at 2pm in Council Chamber) – Tourism, Leisure and Culture and World Heritage Management.

At these meetings Members of the Panel will have the opportunity to:

- (1) Comment on the Medium Term Service & Resource Plan
- (2) Identify any issues requiring further consideration and highlighting as part of the service action plans and budget reports to be considered in January by the Panel
- (3) Identify any issues arising from the draft plan it wishes to refer to the relevant portfolio holder for further consideration.

9. COMMUNITY SAFETY PLAN: WATER SAFETY (30 MINUTES) (Pages 13 - 20)

In January 2011 Avon Fire and Rescue Service gave a report to the Panel on the work they do to raising awareness of Water Safety and reducing risk. This report invites the Panel to hear an update from Avon Fire & Rescue and Council representatives on the improving situation, and recommendations for the future which will generate an open question and answer session.

10. ANALYSIS OF FUNDING FOR THIRD SECTOR IN BATH AND NORTH EAST SOMERSET IN 2010-11: UPDATE AND PROGRESS REPORT (25 MINUTES) (Pages 21 - 26)

This report updates the Panel on progress made so far in drawing together and analysing funding for the “third sector” (comprising voluntary, community and not-for-profit organisations) in Bath and North East Somerset. It places this analysis (for the year 2010-11) in the context of the Council’s overall approach to support for this sector and also its current Medium Term Service and Resource Planning process.

11. FUNDING SEARCH AND EU FUNDING RESOURCES (20 MINUTES) (Pages 27 - 30)

This report invites the Panel to receive a presentation on resources available to the Council, third sector and community to identify sources of external funding. In addition, an update will be given on the EU as a source of funding and identify other emerging funding streams.

12. SCRUTINY INQUIRY DAY: THE BENEFIT OF JOINT WORKING TO RETAIN GRADUATES IN BATH & NORTH EAST SOMERSET (5 MINUTES) (Pages 31 - 40)

The Economic and Community Policy Development & Scrutiny Panel is asked to:-

- Note the Draft Terms of Reference and agree the proposal to have a joint Scrutiny Inquiry Day investigation
- Nominate 2 Councillors from the Panel to act as key contacts for the Co-ordination of the Single Inquiry day
- Make any initial suggestions for invitations to the Inquiry Day.

13. PRESENTATION ON SUSTAINABLE ECONOMIC GROWTH INCLUDING AN UPDATE ON LEP ENTERPRISE ZONES AND AREAS (45 MINUTES)

The Panel are asked to consider a presentation from the Economic Enterprise and Business Development Manager.

14. WORKPLAN (Pages 41 - 48)

This report presents the latest workplan for the Panel.

The Committee Administrator for this meeting is Jack Latkovic who can be contacted on 01225 394452.