

Public Document Pack



Tracey Lee
Chief Executive

Plymouth City Council
Civic Centre
Plymouth PL1 2AA

Please ask for Helen Wright, Democratic
Support Officer
T 01752 304022
E helen.wright@plymouth.gov.uk
www.plymouth.gov.uk/democracy
8 July 2013

COOPERATIVE SCRUTINY BOARD SUPPLEMENT PACK

Wednesday 10 July 2013
4.00 pm
Council House, Plymouth (next to the Civic Centre)

Please find attached additional information for your consideration under agenda items 6, 10, 11 and 12.

Tracey Lee
Chief Executive

COOPERATIVE SCRUTINY BOARD

AGENDA

PART I – PUBLIC MEETING

- 6. CORPORATE MONITORING REPORT (TO FOLLOW) (Pages 1 - 12)**
To consider the corporate monitoring report for May 2013.
- 10. FORWARD PLAN OF KEY DECISIONS AND PRIVATE BUSINESS (TO FOLLOW) (Pages 13 - 26)**
To receive new items from the Forward Plan of Key Decisions and Private Business with a view to identifying items for scrutiny.
- 11. RECOMMENDATIONS (Pages 27 - 28)**
To receive and consider recommendations from Panels, Cabinet and Council.
- 12. COOPERATIVE REVIEW(S) (Pages 29 - 30)**
To consider cooperative review(s).

MAY CORPORATE MONITORING

Cabinet Planning 2 July 2013

Revenue Monitoring Position

Directorate	2013/14 Council Approved Budget	2013/14 Budget Virements	2013/14 Latest Approved Budget	Forecast Outturn	Forecast Year End Overspend / (Underspend)
	£m	£m	£m	£m	£m
People	129.749	0	129.749	130.851	1.102
Place	41.908	0.400	42.308	42.991	0.683
Corporate Services	29.883	0	29.883	29.883	0
Chief Executives' Office	1.991	0	1.991	1.991	0
Corporate Items	9.029	(0.400)	8.629	8.629	0
TOTAL	212.560	0	212.560	214.345	1.785

Key Issues and Corrective Actions (if required)

Issue	Variation £m	Direction of Travel	Management Corrective Action
<p>PEOPLE – Joint Commissioning & Adult Social Care. Unexpected pressures, including, winter pressure spike, delay in the recruitment of staff and the current review of care home fees</p>	1.102	Worsening	<ul style="list-style-type: none"> Review legacy clients – following transformation all new clients are part of new operating model, next phase it to review all legacy cases (existing long term cases), Social Workers are being recruited to cover staff vacancies and will target this area of work. Management of health/social care clients (CHC/117 Forensic). Work underway to review high cost packages. Management action at front door. Prioritised and deployed dedicated professional staff to manage demand at point of contact to ensure need is met within statutory duties. ICE and Urgent Care Transformation. Health and Social Care Transformation across reablement will be rolled out from September 2013 and will aim to reduce care home admission.
<p>PLACE – Economic Development. 300k - Downward pressure on commercial rents on lease renewals and rent reviews together with rent free incentives required in order to attract tenants and increased void periods. City Centre ground lease income is reducing due to increase in vacant city centre retail units and falling rents on the geared head leases at rent reviews and lease renewals. (20k) – Review of income opportunities from tourist information centres.</p>	0.280	Worsening	<ul style="list-style-type: none"> Management are aware of pressures and looking at ways of maximising income and reducing costs.

<p>PLACE – Transport & Infrastructure. Concessionary Fares reduced costs in line with usage trends (50K)</p> <p>Eastern Corridor (100K) reduced expenditure on scheme planning</p> <p>Street lighting energy costs 450K pressure.</p> <p>Revised forecast for income projections from bus lane enforcement (200K)</p> <p>Highway expenditure is also very high and if maintained will lead to significant pressures, currently being reviewed.</p>	0.100	Worsening	<ul style="list-style-type: none"> • Current pressures are being offset by savings achieved elsewhere in the Division and continue to be monitored closely for further savings. • Potential pressure due to reduced level of Corporate Parking Permits £0.254m. Finance are currently working with the department to substantiate and resolve. • Overall inflation on street lighting energy costs at this stage has been calculated at £0.450m. There is a corporate contingency of £0.300m for energy increases, which needs to be used following verification of energy increases across the whole Council.
<p>PLACE Environmental Services.</p> <p>Mercury Abatement 70k cost</p> <p>Recyclable Commodity Income pressure 130k.</p> <p>Efficiency savings from 12/13 delivery plans not achieved 293k</p> <p>Staff rationalisation in addition to delivery plan target (100k)</p> <p>Reduced maintenance costs of plant & equipment (50k)</p> <p>Increased income from Cemeteries and Crematoriums (40k)</p>	0.303	Worsening	<ul style="list-style-type: none"> • Recyclate Commodity Prices are hitting a low period due to market conditions, officers will continue to seek alternative markets where possible, markets will fluctuate during the year, therefore changing variance reported. • Management action underway as shown by savings identified to reduce the pressures identified to date.
<p>CORP ITEMS – Pay Award. Release of contingency in respect of pay award.</p>	0	Same	<ul style="list-style-type: none"> • Contingency assumes 1.5%, current proposal is 1%. Potential saving held pending further certainty. 0.5m held.
Total Major Variances	1.785		

Delivery Plans

For month 2 monitoring red and amber related delivery plans have not been reflected in the overall monitoring result.

Directorate	Service	Red	Amber	Green	Total
		£m	£m	£m	£m
People	Adult Health & Social Care	1.481	0.375	3.949	5.805
	Children's Social Care	0.217	0.528	0.438	1.183
	Education, Learning & Social Care	0.165	0.748	0.561	1.474
	Homes & Communities – Safer Communities	0.040		0.296	0.336
	People Management & Support			0.040	0.040
	Programme Director		0.059		0.059
Place	Transport & Infrastructure		0.450		0.450
	Planning			0.103	0.103
	Environmental Services		0.100	0.610	0.710
	Economic Development			0.174	0.174
	Place Directorate			0.280	0.280
Corporate Services	Customer Services	0.050		0.390	0.440
	Finance, Assets, Technology & Efficiencies	0.870	0.350	0.340	1.560
	Human Resources & Organisational Development		0.185		0.185
	Democracy & Governance		0.070		0.070
Executive Office	Executive			0.295	0.295
Corporate Items	Corporate Items	1.720	0.550	2.150	4.420
Total 2013/14 Delivery Plans		4.543	3.415	9.626	17.584

Revenues & Benefits

Collection Rates

Council Tax

Target	May 13	17.53%	£17,804m
Actual	May 13	17.06%	£17,330m
2012/13	May 12	17.53%	£16,406m

Monthly collection has been impacted in part by the introduction of 12 monthly instalments. Data is being captured to monitor, however with no comparison able to be made with prior years it is not possible to determine the overall position and how it feeds into the monthly profiled targets at this stage. Capturing this data will, however, allow for better profiling later in the year and going forward into next year. The monthly profiled collection will also alter as recovery processes are implemented throughout the year.

National Non Domestic Rates

Target	May 13	27.59%	£25,023m
Actual	May 13	26.92%	£24,412m
2012/13	May 12	27.46%	£24,456m

NNDR collection is 26.92% - just below the target of 27.59% and last year's figure of 27.46%. However, this may be due in part to the removal of discretionary rate relief for some organisations where the rates remain payable but payments are being deferred pending the outcome of the review.

In addition there were some unallocated payments at the end of May that would not have been included in the collection figure.

Like Council Tax, data is being capture to profile those businesses going onto 12 monthly instalments so that work can begin to determine the impact on monthly profiled targets.

Capital Position

Spend to date

People	Place	Corporate Services	Total
£m	£m	£m	£m
2.796	0.204	0.755	3.755

Current medium term programme is £129.311m, and is forecast to be financed as followed

Capital Receipts	Unsupported Borrowing	Supported Borrowing	Grants	Contributions	SI06/ Tariff / RIF	Revenue / Funds	Total Funding
£m	£m	£m	£m	£m	£m	£m	£m
21.313	29.157	0	70.285	1.742	1.819	4.994	129.311

Capital Receipts

Year	Capital Receipts b/fw	Received year to date	RAG Rated Forecasted Receipts	Total Receipts Received / Expected	Capital Receipts required	Cumulative (Shortfall) / Surplus
	£m	£m	£m	£m	£m	£m
2013/14	0	0.045	9.513	9.513	4.653	4.860
2014/15	4.860	N/A	6.207	11.067	9.160	1.907
2015/16	1.907	N/A	4.606	6.513	5.500	1.013
2016/17	1.013	N/A	0.026	1.039	2.000	(0.961)
Total					21.313	(0.961)

The forecast overall cumulative position for capital receipts has deteriorated since the last position reported to Capital Delivery Board due to revised estimates of asset sale values and likelihood of sales proceeding.

WORKFORCE: HEADCOUNT (NUMBER OF EMPLOYEES)																			
	May-13																		
Establishment Report (Headcount)	Mar-10	Mar-11	Mar-12	Mar-13	Change 2012/13	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Change in rolling 12 months	
Council Wide	4,751	4,713	4,155	3,838	(249)	4,157	4,155	4,160	4,130	4,093	4,083	4,040	4,025	3,993	3,838	3,909	3,924	(233)	
																		0	
Executive Office																		0	
Corporate Communications					0	12	12	12	12	12	12	12	12	12	12	12	12	12	0
Management & Support (Chief Executive)					(3)	2	2	-	-	-	-							(2)	
Policy, Performance and Partnerships					0	25	26	26	26	26	26	26	26	25	24	24	23	(2)	
Total					(3)	39	40	38	38	38	38	38	38	37	36	36	35	(4)	
Corporate Services																			
Customer Services					15	205	197	195	200	198	199	229	228	229	216	222	217	12	
Democracy and Governance					0	103	104	103	103	102	104	102	103	101	100	101	103	0	
Finance, Efficiencies, Technology & Asst					(66)	686	688	696	702	688	684	645	651	642	632	623	629	(57)	
Human Resources and Organisational Dev					(30)	112	112	113	111	96	96	96	95	93	91	91	89	(23)	
Management and Support					(1)	2	2	2	2	2	2	2	2	2	2	2	2	0	
Total					(82)	1,108	1,103	1,109	1,118	1,086	1,085	1,074	1,079	1,067	1,041	1,039	1,040	(68)	
People																			
Childrens Social Care					(21)	374	362	364	364	370	370	368	359	339	338	333	330	(44)	
Education, Learning & Families					178	898	938	926	897	884	883	863	853	852	841	856	852	(46)	
Homes & Communities					105	272	269	274	271	271	270	268	268	285	283	288	294	22	
Joint Commissioning & Adult Social Care					(123)	595	582	583	578	581	578	572	566	542	437	494	483	(112)	
Lifelong Learning					(253)														
Programmes Director					(2)	4	3	3	3	3	3	3	3	3	3	3	6	2	
Public Health																	13	13	
Management and Support					0	1	1	1	1	1	1	1	1	1	1	1	1	0	
Total					(115)	2,144	2,155	2,151	2,114	2,110	2,105	2,075	2,050	2,022	1,903	1,975	1,979	(165)	
Place																			
Business Team (Dev & Reg)					0	9	9	9	9	9	9	9	9	9	9	9	8	(1)	
Economic Development					1	116	112	118	116	118	119	118	116	119	119	119	119	3	
Environmental Services					(29)	498	496	495	497	495	489	488	483	478	474	471	481	(17)	
Planning Services					5	81	81	80	79	77	79	79	80	86	86	88	90	9	
Strategic Housing					(71)														
Transport & Infrastructure					46	159	156	156	156	156	155	155	166	171	166	169	170	11	
Waste PFI					(2)	2	2	2	1	1	1	1	1	1	1	Moved to TIE			
Management and Support					1	1	1	2	2	2	2	2	2	2	2	2	1	0	
Total					(49)	866	857	862	860	858	854	852	857	866	857	858	869	3	

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WORK FORCE: FULL TIME EQUIVALENTS																			
May-13																			
	Change 2012 / 13																	Change in rolling 12 months	
	2010/11	2011/12	2012 / 13	13	Apr 12	May 12	Jun 12	Jul 12	Aug 12	Sept 12	Oct 12	Nov 12	Dec 12	Jan 13	Feb 13	Mar 13	Apr 13	May 13	
Council Wide	3718.70	3671.60	3063.00	-608.60	3250.10	3246.60	3251.40	3252.60	3270.60	3249.50	3239.60	3235.10	3212.40	3193.90	3163.70	3063.00	3111.00	3077.21	(174.19)
Executive Office																			
Corporate Communications					12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	0.00
Management & Support (Chief Executive)					3.00	3.00	2.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(2.00)
Policy, Performance and Partnerships					22.80	23.50	23.50	23.90	23.90	23.90	23.90	23.90	23.90	23.90	22.90	21.90	21.90	21.04	(2.46)
Total					37.80	38.50	37.50	37.90	35.90	35.90	35.90	35.90	35.90	35.90	34.90	33.90	33.90	33.04	(4.46)
Corporate Services																			
Customer Services					145.80	146.80	145.40	140.70	139.60	144.10	142.20	144.10	170.10	169.10	169.60	161.20	166.10	162.26	16.86
Democracy and Governance					86.10	87.10	87.30	88.10	88.10	88.50	87.90	89.50	87.60	89.20	87.20	86.50	87.50	89.74	2.44
Finance, Efficiencies, Technology & Asst					512.60	513.90	508.20	511.30	514.70	513.10	510.80	510.00	481.90	482.70	478.50	467.50	463.20	462.53	(45.67)
Human Resources and Organisational Dev					108.50	104.30	101.80	101.80	102.80	100.40	86.90	86.90	86.90	85.90	84.70	83.30	83.30	79.76	(22.04)
Management and Support					3.00	3.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
Total					856.00	855.10	844.70	843.90	847.20	848.10	829.80	832.50	828.50	828.80	819.30	800.50	802.10	796.30	(48.40)
People																			
Childrens Social Care					321.60	332.50	338.10	330.60	333.60	333.50	339.40	339.80	338.10	329.10	310.40	310.20	305.20	288.89	(49.21)
Education, Learning & Families					365.00	548.40	547.00	575.30	584.30	567.60	563.60	564.70	553.70	544.20	539.30	539.60	542.00	513.40	(33.60)
Homes & Communities					147.50	213.30	225.60	224.10	228.10	226.30	226.60	225.50	224.50	225.00	240.50	239.40	244.40	250.61	25.01
Joint Commissioning & Adult Social Care					470.80	461.00	453.30	441.20	440.50	439.00	446.00	443.80	439.20	433.90	416.40	344.00	386.10	376.88	(76.42)
Lifelong Learning					184.60	Moved to ELaFS and CSC													
Programmes Director					4.00	4.00	3.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	6.00	2.50
Public Health																		11.93	11.93
Management and Support						1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Total					1493.50	1560.20	1568.50	1575.20	1590.50	1570.40	1579.60	1577.80	1559.60	1536.20	1510.70	1437.20	1481.70	1448.71	(119.79)
Place																			
Business Team (Dev & Reg)					8.10	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	7.70	6.71	(0.99)
Economic Development					105.00	104.40	103.40	99.90	105.80	103.80	106.00	105.80	104.80	102.30	105.30	105.30	105.30	105.88	2.48
Environmental Services					489.60	485.30	487.70	486.80	485.80	487.80	484.80	479.20	478.40	475.20	470.70	467.10	464.10	471.89	(15.81)
Planning Services					75.90	75.60	74.60	74.40	73.90	72.90	71.00	71.80	72.00	72.50	77.50	77.50	79.50	79.40	4.80
Strategic Housing					65.60	Moved to Homes and Communities													
Transport & Infrastructure					114.70	116.80	124.20	123.80	119.90	119.90	120.70	120.50	121.70	131.30	133.60	129.70	133.60	133.28	9.08
Waste PFI					2.00	2.00	2.00	2.00	2.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	Moved to Trans & Inf		
Management and Support					1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	1.00	0.00
Total					861.90	792.80	800.60	795.60	797.10	795.10	793.20	788.00	787.50	792.00	797.80	790.30	792.20	798.16	(2.44)

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AVERAGE NUMBER OF DAYS SICK PER FULL TIME EQUIVALENT (FTE)

May-13

Directorate	Department	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Target	Threshold
Corporate Services	Democracy and Governance	12.44	12.62	12.25	12.36	11.82	10.95	10.81	8.93	9.35	9.04	8.42	7.14	9.00	10.50
	Finance, Efficiencies, Technology & Asst	8.52	8.86	9.13	9.43	8.87	9.99	9.92	10.23	9.63	9.26	9.47	9.05	9.00	10.50
	Human Resources and Organisational Dev	5.41	5.34	5.54	5.99	6.56	7.77	8.76	9.59	9.09	9.11	9.10	8.90	7.00	9.00
	Customer Services	5.89	6.16	6.69	6.82	6.97	6.99	7.11	6.90	6.47	6.40	6.84	6.56	7.00	9.00
	Management & Support (Corp Services)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	7.00
DIRECTORATE TOTAL		8.06	8.35	8.59	8.87	9.17	9.32	9.31	9.33	8.88	8.63	8.77	8.29	8.50	
Executive Office	Policy, Performance and Partnerships	5.59	4.89	5.51	5.60	5.22	6.73	10.82	12.95	9.98	8.11	7.98	8.22	7.00	8.00
	Corporate Communications	6.04	7.71	8.38	5.33	5.33	5.25	5.33	5.33	5.17	5.58	5.58	5.00	7.00	8.00
	Management & Support (Chief Executives)	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	7.00
	EXECUTIVE OFFICE TOTAL	5.49	5.58	6.47	5.51	5.12	6.06	8.72	10.13	7.99	7.01	6.93	6.84	7.00	
People	Joint Commissioning & Adult Social Care	14.17	13.76	14.04	14.23	14.44	15.11	15.11	14.74	13.69	13.23	13.14	12.38	11.00	12.00
	Homes & Communities	9.05	8.90	8.44	8.35	8.03	7.63	7.85	8.02	8.16	8.42	7.45	7.18	7.00	8.00
	Childrens Social Care	10.45	10.85	10.93	11.33	11.54	11.89	11.67	11.70	10.86	10.23	10.39	10.32	9.00	10.50
	Education, Learning & Families	7.22	7.38	7.40	7.50	7.91	8.21	8.86	9.15	9.06	8.68	8.88	7.91	7.00	9.00
	Programmes Director	2.29	1.33	3.67	3.67	3.67	3.67	2.33	2.33	3.33	3.33	3.33	1.67	6.00	7.00
	DIRECTORATE TOTAL (excluding Schools)	10.19	10.13	10.15	10.32	10.53	10.83	11.07	11.07	11.07	10.55	10.18	10.06	9.43	9.45
Place	Planning Services	3.44	3.01	3.29	3.50	4.18	3.35	4.96	3.86	4.79	3.45	4.26	4.73	7.00	9.00
	Business Team (Dev & Reg)	1.16	1.16	1.16	1.16	1.42	1.03	3.49	6.33	8.91	13.54	16.02	22.30	7.00	7.00
	Environmental Services	11.39	11.26	11.31	10.97	10.31	10.32	10.15	10.24	9.84	9.58	9.80	9.77	9.00	10.00
	Economic Development	7.65	7.15	7.38	6.97	4.41	4.45	4.80	5.10	5.45	5.78	6.12	6.49	7.00	9.00
	Strategic Housing	9.78	8.08	7.58	7.77	9.45	10.47	9.46	9.12	7.84	7.18	6.86	3.46	9.00	10.50
DIRECTORATE TOTAL	9.77	9.34	9.34	9.16	8.72	8.81	8.59	8.69	8.33	8.18	8.32	8.39	8.50		
COUNCIL TOTAL (excluding Schools)		9.46	9.4	9.49	9.59	9.65	9.88	9.96	10.01	9.52	9.23	9.24	8.83	8.49	

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CABINET 6 AUGUST 2013

FORWARD PLAN OF KEY DECISIONS AND PRIVATE BUSINESS



This document lists all key decisions due to be taken at the next meeting of the Cabinet, including those to be taken in private, in accordance with the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012. A key decision relates to an executive function which results in the council incurring expenditure or making savings greater than £500,000 (or more than £2,000,000 if that is the total cost of the contract award) or is to be significant in terms of its effect on communities living or working in an area comprising two or more wards.

The Cabinet is committed to making decisions in public. However on occasion, some decisions will involve information that must be considered in private because, for example, the information is commercially confidential or relates to a legal proceeding. This document lists those decisions which may be discussed in private. If you wish to make representations about why a particular decision should be made in public, please contact the Democratic Support Unit by no later than seven clear working days before the date of the meeting. An updated list will be published five clear working days ahead of the scheduled meeting of the Cabinet and will be published with the Cabinet agenda.

The decision makers referred to throughout this document are as follows:

Executive:

Councillor Tudor Evans, Leader.

Councillor Peter Smith, Deputy Leader.

Councillor Mark Lowry, Cabinet Member for Finance.

Councillor Mark Coker, Cabinet Member for Transport

Councillor Nicky Williams, Cabinet Member for Children and Young People.

Councillor Sue McDonald, Cabinet Member for Public Health and Adult Social Care.

Councillor Chris Penberthy, Cabinet Member for Cooperatives and Community Development.

Councillor Brian Vincent, Cabinet Member for Environment.

For any query regarding this document, please contact the Democratic Support Unit on 01752 304867 or democraticsupport@plymouth.gov.uk.

Democratic Support Unit
Law, Democracy and Governance
Department for Corporate Services
Plymouth City Council
Civic Centre
Plymouth PL1 2AA

Cabinet meeting dates 2013/14 -

3 September 2013	14 January 2014
15 October 2013	11 February 2014
12 November 2013	4 March 2014
10 December 2013	25 March 2014

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LIST OF KEY DECISIONS AND PRIVATE BUSINESS

Reference	Title	Decision Maker and Date of Decision
I056544	PLYMOUTH STRATEGIC ALCOHOL PLAN 2013-2018	Cabinet (on the recommendation of Councillor McDonald) 6 August 2013
I056559	CONTRACT AWARD FOR THE REDEVELOPMENT OF THE CIVIC CENTRE	Cabinet (on the recommendation of Councillor Lowry) 6 August 2013
I056546	RELOCATION OF STAFF AND SERVICES FROM THE CIVIC CENTRE	Cabinet (on the recommendation of Councillor Lowry) 6 August 2013
I056881	BUSINESS RATES: DISCRETIONARY RATES RELIEF	Cabinet (on the recommendation of Councillors Penberthy and Lowry) 6 August 2013
I055430	ROLE OF THE CITY COUNCIL ACTING AS GUARANTOR TO THE OCEAN STUDIOS	Cabinet (on the recommendation of Councillor Evans) 6 August 2013
I055401	IMPROVING QUALITY AND OUTCOMES, INCREASING CHOICE AND CONTROL- RECOMMENDATIONS FOLLOWING CONSULTATION	Cabinet (on the recommendation of Councillor McDonald) 6 August 2013
I055403	CONTRACT AWARD FOR LOCAL BUS SERVICES	Cabinet (on the recommendation of Councillor Coker) 6 August 2013
I056538	CONTRACT AWARD FOR DOMESTIC ABUSE VICTIM SUPPORT, RECOVERY AND PREVENTION SERVICES	Cabinet (on the recommendation of Councillor McDonald) 6 August 2013
I056604	CONTRACT AWARD FOR DOMICILIARY CARE SERVICES	Cabinet (on the recommendation of Councillor McDonald) 6 August 2013
I056558	RESTRUCTURE OF TWO CITY CENTRE HEAD LEASES	Cabinet (on the recommendation of Councillor Lowry) 6 August 2013

PLYMOUTH CITY COUNCIL

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

NOTICE OF KEY DECISION (REGULATION 9 REFERS)

Notice is given that the Cabinet (on the recommendation of Councillor McDonald) is to be asked to make a key decision on 6 August 2013 in respect of the following:

TITLE: PLYMOUTH STRATEGIC ALCOHOL PLAN 2013-2018

PURPOSE OF DECISION:

To approve the Plymouth Strategic Alcohol Plan 2013-2018.

DECISION REFERENCE: I056544

The Cabinet (on the recommendation of Councillor McDonald) will be considering a report prepared by the Director for People.

Documents to be considered by the decision maker are -

- Cabinet report
- Plymouth Strategic Alcohol Plan 2013-2018
- Scrutiny report of the Health and Adult Social Care Overview and Scrutiny Panel Task and Finish Group following a review of the Strategic Alcohol Plan

A copy of the report and any other documents will be available for inspection at First Stop, Civic Centre, Plymouth PL1 2AA.

Further information can be obtained from: David Schwartz, Young People's Lead for Drugs and Alcohol Tel: 01752 307561 Email: david.schwartz@plymouth.gov.uk:

NB: The report together with any other documents being considered (unless they contain exempt information) will be available for inspection five clear days before the decision is taken by the Cabinet (on the recommendation of Councillor McDonald) in First Stop, Civic Centre, Plymouth PL1 2AA or on the council's website. Further copies may be requested from Democratic Services but a fee will be payable.

PLYMOUTH CITY COUNCIL

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

NOTICE OF KEY DECISION (REGULATION 9 REFERS)

Notice is given that the Cabinet (on the recommendation of Councillor Lowry) is to be asked to make a key decision on 6 August 2013 in respect of the following:

TITLE: CONTRACT AWARD FOR THE REDEVELOPMENT OF THE CIVIC CENTRE

PURPOSE OF DECISION:

To award the contract for the redevelopment of the Civic Centre to the preferred bidder.

DECISION REFERENCE: I056559

The Cabinet (on the recommendation of Councillor Lowry) will be considering a report prepared by the Director for Place.

Documents to be considered by the decision maker are -

- Cabinet report (public document)
- Cabinet report (private business)

A copy of the report and any other documents will be available for inspection at First Stop, Civic Centre, Plymouth PL1 2AA.

Further information can be obtained from: Email: Alwyn Thomas, Project Director Tel: 07825 263707 Email: alwyn.thomas@plymouth.gov.uk

NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE (REGULATION 5 REFERS)

Notice is given that the meeting is likely to move into private session to consider the decision for the reasons outlined below:

Under Section 100A(4) of the Local Government Act 1972 the press and public may be excluded from the meeting for the business on the grounds that it may involve the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

NB: The report together with any other documents being considered (unless they contain exempt information) will be available for inspection five clear days before the decision is taken by the Cabinet (on the recommendation of Councillor Lowry) in First Stop, Civic Centre, Plymouth PL1 2AA or on the council's website. Further copies may be requested from Democratic Services but a fee will be payable.

PLYMOUTH CITY COUNCIL

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

NOTICE OF KEY DECISION (REGULATION 9 REFERS)

Notice is given that the Cabinet (on the recommendation of Councillor Lowry) is to be asked to make a key decision on 6 August 2013 in respect of the following:

TITLE: RELOCATION OF STAFF AND SERVICES FROM THE CIVIC CENTRE

PURPOSE OF DECISION:

To agree where services would be relocated, the financial resources and to ask the City Council to agree capital resources.

DECISION REFERENCE: I056546

The Cabinet (on the recommendation of Councillor Lowry) will be considering a report prepared by the Director for Corporate Services.

Documents to be considered by the decision maker are -

- Cabinet report (public document)
- Cabinet report (private business)

A copy of the report and any other documents will be available for inspection at First Stop, Civic Centre, Plymouth PL1 2AA.

Further information can be obtained from: Les Allen, Transformation Programme Manager
Tel: 01752 307421 Email: les.allen@plymouth.gov.uk:

NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE (REGULATION 5 REFERS)

Notice is given that the meeting is likely to move into private session to consider the decision for the reasons outlined below:

Under Section 100A(4) of the Local Government Act 1972 the press and public may be excluded from the meeting for the business on the grounds that it may involve the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

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PLYMOUTH CITY COUNCIL

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

NOTICE OF KEY DECISION (REGULATION 9 REFERS)

Notice is given that the Cabinet (on the recommendation of Councillors Penberthy and Lowry) is to be asked to make a key decision on 6 August 2013 in respect of the following:

TITLE: BUSINESS RATES: DISCRETIONARY RATES RELIEF

PURPOSE OF DECISION:

To agree a scheme for discretionary rates relief for 2013/14 for local businesses to remain and grow in the city and also a wider range of organisations that provide benefit to the city. To review existing organisations in receipt of discretionary rate relief and hardship awards for 2013/14 to reflect their contribution to council priorities.

DECISION REFERENCE: I056881

The Cabinet (on the recommendation of Councillors Penberthy and Lowry) will be considering a report prepared by the Director for Corporate Services.

Documents to be considered by the decision maker are -

- Cabinet report

A copy of the report and any other documents will be available for inspection at First Stop, Civic Centre, Plymouth PL1 2AA.

Further information can be obtained from: Malcolm Coe, Assistant Director for Finance, Efficiencies, Technology and Assets Tel: 01752 307878 Email: malcolm.coe@plymouth.gov.uk: Email:

NB: The report together with any other documents being considered (unless they contain exempt information) will be available for inspection five clear days before the decision is taken by the Cabinet (on the recommendation of Councillors Penberthy and Lowry) in First Stop, Civic Centre, Plymouth PL1 2AA or on the council's website. Further copies may be requested from Democratic Services but a fee will be payable.

PLYMOUTH CITY COUNCIL

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

NOTICE OF KEY DECISION (REGULATION 9 REFERS)

Notice is given that the Cabinet (on the recommendation of Councillor Evans) is to be asked to make a key decision on 6 August 2013 in respect of the following:

TITLE: ROLE OF THE CITY COUNCIL ACTING AS GUARANTOR TO THE OCEAN STUDIOS

PURPOSE OF DECISION:

That the City Council should support and act as guarantor of the outstanding capital loan repayment beyond the period of the Growing Places Fund (GPF) loan to secure grant funding for the delivery of the Ocean Studios project which would provide new artist studios workspace units accessible for local people to enable them to grow their new start businesses.

DECISION REFERENCE: I055430

The Cabinet (on the recommendation of Councillor Evans) will be considering a report prepared by the Director for Place.

Documents to be considered by the decision maker are -

- Cabinet report

A copy of the report and any other documents will be available for inspection at First Stop, Civic Centre, Plymouth PL1 2AA.

Further information can be obtained from: Patrick Bowes, Urban Enterprise Project Manager Economic Development Tel: 01752 304882 Email: patrick.bowes@plymouth.gov.uk:

NB: The report together with any other documents being considered (unless they contain exempt information) will be available for inspection five clear days before the decision is taken by the Cabinet (on the recommendation of Councillor Evans) in First Stop, Civic Centre, Plymouth PL1 2AA or on the council's website. Further copies may be requested from Democratic Services but a fee will be payable.

PLYMOUTH CITY COUNCIL

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

NOTICE OF KEY DECISION (REGULATION 9 REFERS)

Notice is given that the Cabinet (on the recommendation of Councillor McDonald) is to be asked to make a key decision on 6 August 2013 in respect of the following:

TITLE: IMPROVING QUALITY AND OUTCOMES, INCREASING CHOICE AND CONTROL-RECOMMENDATIONS FOLLOWING CONSULTATION

PURPOSE OF DECISION:

Following consultation with service users, carers, families and stakeholders, to seek Cabinet approval as to the future strategic direction and modernisation of Adult Social Care provision for:

- Improving quality in dementia care
- Improving choice and control in day opportunities

DECISION REFERENCE: I055401

The Cabinet (on the recommendation of Councillor McDonald) will be considering a report prepared by the Director for People.

Documents to be considered by the decision maker are -

- Cabinet report including consultation responses

A copy of the report and any other documents will be available for inspection at First Stop, Civic Centre, Plymouth PL1 2AA.

Further information can be obtained from: David Simpkins, Interim Assistant Director for Joint Commissioning and Adult Social Care Tel: 01752 306820 Email: dave.simpkins@plymouth.gov.uk:

NB: The report together with any other documents being considered (unless they contain exempt information) will be available for inspection five clear days before the decision is taken by the Cabinet (on the recommendation of Councillor McDonald) in First Stop, Civic Centre, Plymouth PL1 2AA or on the council's website. Further copies may be requested from Democratic Services but a fee will be payable.

PLYMOUTH CITY COUNCIL

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

NOTICE OF KEY DECISION (REGULATION 9 REFERS)

Notice is given that the Cabinet (on the recommendation of Councillor Coker) is to be asked to make a key decision on 6 August 2013 in respect of the following:

TITLE: CONTRACT AWARD FOR LOCAL BUS SERVICES

PURPOSE OF DECISION:

To approve the award of contracts to one or more bus operators for the provision of local bus services across the City.

DECISION REFERENCE: I055403

The Cabinet (on the recommendation of Councillor Coker) will be considering a report prepared by the Director for Place.

Documents to be considered by the decision maker are -

- Cabinet report (public document)
- Cabinet report (private business)

A copy of the report and any other documents will be available for inspection at First Stop, Civic Centre, Plymouth PL1 2AA.

Further information can be obtained from: Debbie Newcombe, Public Transport Officer
Tel: 01752 307790 Email: debbie.newcombe@plymouth.gov.uk:

**NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE
(REGULATION 5 REFERS)**

Notice is given that the meeting is likely to move into private session to consider the decision for the reasons outlined below:

Under Section 100A(4) of the Local Government Act 1972 the press and public may be excluded from the meeting for the business on the grounds that it may involve the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

NB: The report together with any other documents being considered (unless they contain exempt information) will be available for inspection five clear days before the decision is taken by the Cabinet (on the recommendation of Councillor Coker) in First Stop, Civic Centre, Plymouth PL1 2AA or on the council's website. Further copies may be requested from Democratic Services but a fee will be payable.

PLYMOUTH CITY COUNCIL

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

NOTICE OF KEY DECISION (REGULATION 9 REFERS)

Notice is given that the Cabinet (on the recommendation of Councillor McDonald) is to be asked to make a key decision on 6 August 2013 in respect of the following:

TITLE: CONTRACT AWARD FOR DOMESTIC ABUSE VICTIM SUPPORT, RECOVERY AND PREVENTION SERVICES

PURPOSE OF DECISION:

To recommend the award of contracts for the following two services for a period of three years with an option to extend both contracts for a further three years:

High/Medium Risk Specialist Domestic Abuse Service:

The purpose of this service is to provide support, information, and guidance to victims of domestic abuse assessed as high and medium risk in accordance with the DASH (domestic abuse, stalking, harassment and honour based violence risk assessment), and any children they may have. The service will aim to deliver the following for victims:

- enhanced safety
- promotion of recovery
- provide measures of protection
- prevent re-occurrences

This will be an integrated service that provides a holistic approach to combating the effects of domestic abuse. The service will focus on supporting high and medium risk assessed victims, based on results of a DASH assessment.

Standard/Medium Specialist Domestic Service:

The purpose of this service is twofold:

- to provide information, guidance and support to victims of domestic abuse who have been assessed as standard or low level risk in accordance with the DASH risk assessment, using measures that aim to prevent escalation of need, thus helping to reduce overall prevalence and re-occurrence of domestic abuse.
- to create initiatives to raise awareness amongst agencies and the general public of domestic abuse and the measures available to combat it, aiming to reduce overall prevalence of domestic abuse.

DECISION REFERENCE: I056538

The Cabinet (on the recommendation of Councillor McDonald) will be considering a report prepared by the Director for People.

Documents to be considered by the decision maker are -

- Cabinet report (public document)
- Cabinet report (private business)

A copy of the report and any other documents will be available for inspection at First Stop, Civic Centre, Plymouth PL1 2AA.

Further information can be obtained from: Kate Lattimore, Commissioning Officer Tel: 01752 304955 Email: kate.lattimore@plymouth.gov.uk:

**NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE
(REGULATION 5 REFERS)**

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Under Section 100A(4) of the Local Government Act 1972 the press and public may be excluded from the meeting for the business on the grounds that it may involve the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

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PLYMOUTH CITY COUNCIL

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

NOTICE OF KEY DECISION (REGULATION 9 REFERS)

Notice is given that the Cabinet (on the recommendation of Councillor McDonald) is to be asked to make a key decision on 6 August 2013 in respect of the following:

TITLE: CONTRACT AWARD FOR DOMICILIARY CARE SERVICES

PURPOSE OF DECISION:

To approve the award of contracts for Domiciliary Care (home care) Services, including one contract for a reablement-focused domiciliary care contract, one contract for a 'Carers Emergency Respite' service, and the appointment of 10 care providers to a framework agreement for general domiciliary care.

DECISION REFERENCE: I056604

The Cabinet (on the recommendation of Councillor McDonald) will be considering a report prepared by the Director for People.

Documents to be considered by the decision maker are -

- Cabinet report (public document)
- Contract award report (private business)

A copy of the report and any other documents will be available for inspection at First Stop, Civic Centre, Plymouth PL1 2AA.

Further information can be obtained from: Craig McArdle, Head of Service Joint Strategic Commissioning Tel: 01752 307530 Email: craig.mcardle@plymouth.gov.uk:

NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE (REGULATION 5 REFERS)

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Under Section 100A(4) of the Local Government Act 1972 the press and public may be excluded from the meeting for the business on the grounds that it may involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

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PLYMOUTH CITY COUNCIL

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

NOTICE OF KEY DECISION (REGULATION 9 REFERS)

Notice is given that the Cabinet (on the recommendation of Councillor Lowry) is to be asked to make a key decision on 6 August 2013 in respect of the following:

TITLE: RESTRUCTURE OF TWO CITY CENTRE HEAD LEASES

PURPOSE OF DECISION:

To enable new investment in the City Centre, Cabinet is requested to authorise the surrender of two existing City Centre long head leases and grant a new combined head lease.

DECISION REFERENCE: I056558

The Cabinet (on the recommendation of Councillor Lowry) will be considering a report prepared by the Director for Place.

Documents to be considered by the decision maker are -

- Cabinet report (private business)

A copy of the report and any other documents will be available for inspection at First Stop, Civic Centre, Plymouth PL1 2AA.

Further information can be obtained from: Steven Bolton, Valuation Surveyor Tel: 01752 304204 Email: steven.bolton@plymouth.gov.uk:

NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE (REGULATION 5 REFERS)

Notice is given that the meeting is likely to move into private session to consider the decision for the reasons outlined below:

Under Section 100A(4) of the Local Government Act 1972 the press and public may be excluded from the meeting for the business on the grounds that it may involve the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

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PLYMOUTH CITY COUNCIL

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012

NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE (REGULATION 5 REFERS)

Notice is given that the Cabinet (on the recommendation of Councillor Lowry) is likely to move into private session on 6 August 2013 in respect of the following:

TITLE: RESTRUCTURE OF TWO CITY CENTRE HEAD LEASES

PURPOSE OF DECISION:

To enable new investment in the City Centre, Cabinet is requested to authorise the surrender of two existing City Centre long head leases and grant a new combined head lease.

DECISION REFERENCE: I056558

The Cabinet (on the recommendation of Councillor Lowry) will be considering a report prepared by the Director for Place.

Documents to be considered by the decision maker are -

- Cabinet report (private business)

Further information can be obtained from: Steven Bolton, Valuation Surveyor Tel: 01752 304204 Email: steven.bolton@plymouth.gov.uk:

Under Section 100A(4) of the Local Government Act 1972 the press and public may be excluded from the meeting for the business on the grounds that it may involve the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

COOPERATIVE SCRUTINY BOARD

Recommendations



Date/min number	Resolution / Recommendation	Response
Working Plymouth.		
3 July 2013 Minute 8	<p>The panel discussed the draft request for a Cooperative Review for the Park and Ride Bus Service. Councillors Murphy, Ball, Wheeler, Darcy and Drean put forward their names for the membership of the review however it was noted that non- Working Plymouth Councillors may also want to be included on the membership, if agreed by the Cooperative Scrutiny Board.</p> <p><u>Agreed</u> that the request for a Cooperative Review for the Park and Ride Bus Service is sent to the Cooperative Scrutiny Board for their approval.</p>	
3 July 2013 Minute 9	<p>The panel noted the work programme and discussed the inclusion and deletion of items.</p> <p><u>Agreed</u> that –</p> <p>(a) the following items be included on the existing draft work programme for Working Plymouth and sent to the Cooperative Scrutiny Board for approval:</p> <ul style="list-style-type: none"> • Sherford Development • Hoe Foreshore Maintenance • Amey Contract • Outland Road - Road Closures (evaluation of work) <p>(b) a request to delete Britain's Ocean City: Water Quality and Water Management item from the draft Working Plymouth work programme be sent to the Cooperative Scrutiny Board for approval;</p>	

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REQUEST FOR A COOPERATIVE REVIEW



Please submit this document to Democratic Support once complete.

The request will be submitted to the Co-operative Scrutiny Board for consideration against the approval criteria and you will be notified of its success. If the Board approve the request for a Co-operative Review on the subject matter below then a project plan will be completed and you may be asked for further information.

What is the name of the review?	Park and Ride Bus Service
Please provide a brief outline of the subject and scope of the review?	A review of the current operating model with due regard to the legal and financial framework, to include service operation, costs, income, maintenance and benchmarking with other operating models elsewhere
Please outline the reasons as to why you believe a review needs to take place?	A review could bring about a more effective and efficient operating model
What will the review attempt to achieve?	Possible efficiency savings. clear outcomes. Enhanced service for customers, greater usage resulting in reduced car congestion/ carbon reduction
Who will benefit from the review?	Plymouth City Council. Park and Ride users and potential users including visitors to the city
How long do you think the review might take?	Two or three meetings
When do you think the review should commence and why?	July 2013. to begin as soon as possible to allow for other reviews to take place later in the year
When do you think the review should be completed by and why?	End summer 2013
Review requested by?	Chair and Vice Chair of Working Plymouth scrutiny panel

Received in Democratic Support Section:	Reviewed by the Co-operative Scrutiny Board:
Date:	Date:
Scrutiny Review Approved/Rejected	
If approved initial Project Plan meeting date:	

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