



**Oversight and Governance**

Chief Executive's Department  
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## CITY COUNCIL

Monday 25 June 2018  
2 pm  
Council House, Plymouth

**Members:**

Councillor Sam Davey, Chair

Councillor Mavin, Vice Chair

Councillors Mrs Aspinall, Ball, Mrs Beer, Bowie, Bowyer, Mrs Bowyer, Mrs Bridgeman, Buchan, Carson, Churchill, Coker, Cook, Corvid, Dann, Darcy, Deacon, Derrick, Downie, Drear, Evans OBE, Fletcher, K Foster, Goslin, Hendy, James, Johnson, Jordan, Kelly, Michael Leaves, Sam Leaves, Loveridge, Lowry, Dr Mahony, McDonald, Morris, Murphy, Neil, Nicholson, Parker-Delaz-Ajete, Penberthy, Mrs Pengelly, Rennie, Singh, P Smith, R Smith, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Wheeler, Wiggins and Winter.

Members are invited to attend the above meeting to consider the items of business overleaf.

This meeting will be webcast and available on-line after the meeting. By entering the Council Chamber, councillors are consenting to being filmed during the meeting and to the use of the recording for the webcast.

The Council is a data controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with authority's published policy.

For further information on attending Council meetings and how to engage in the democratic process please follow this link - [Get Involved](#)

**Tracey Lee**

Chief Executive

## **City Council**

### **7. Corporate Plan 2018 - 2022 (Pages 1 - 6)**

The City Council will be asked to approve the Corporate Plan for 2018 – 2022.

### **10. Independent Remuneration Panel Review Report (Pages 7 - 24)**

The City Council will be asked to consider the report of the Independent Remuneration Panel and approve the recommendations contained in the report.

### **13. Motions on notice**

To consider motions from councillors in accordance with Part B, paragraph 14 of the Constitution.

#### **13.1 Adoption of International Holocaust Remembrance Alliance (IHRA) definition of anti-Semitism (Pages 25 - 26)**

#### **13.2 Cross Country Passenger Rail Franchise Public Consultation (Pages 27 - 28)**

#### **13.3 Building the next Fleet Solid Support Ships in the UK and securing work for Plymouth (Pages 29 - 30)**

**PLYMOUTH CITY COUNCIL**

<b>Subject:</b>	Corporate Plan 2018 – 2022
<b>Committee:</b>	Council
<b>Date:</b>	25 June 2018
<b>Cabinet Member:</b>	Councillor Evans OBE
<b>CMT Member:</b>	Tracey Lee, Chief Executive
<b>Author:</b>	Giles Perritt, Assistant Chief Executive
<b>Contact details</b>	Tel: 01752 398618 email: giles.perritt@plymouth.gov.uk
<b>Ref:</b>	
<b>Key Decision:</b>	Yes
<b>Part:</b>	I

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**Purpose of the report:**

The Council first adopted the 'Plan on a Page' format for our Corporate Plan in July 2013. The approach, which has been much imitated by other Councils and organisations:

- prioritised the City and the Council's vision;
- highlighted the fact that we are a values-led organisation;
- demonstrated a strong focus on delivery;
- provided a clear strategic vision to inform service planning;

The aim of the revised Corporate Plan 2018-22, is to reflect the new Administration's ambition for the City and the Council, take account of the progress that the Council has made and address the new challenges that we face. This report identifies the revised mission and priorities for the Council and seeks Members' approval of the Corporate Plan 2018-22.

**City Vision:** The Council retains and re-endorses the City Vision: to be one of Europe's most vibrant waterfront cities where an outstanding quality of life is enjoyed by everyone.

**Mission:** Cabinet has revised the Council's mission to better reflect our values of fairness and of working with Plymouth's residents and communities.

**Values:** Cabinet have reviewed the Council's adopted values to more fully reflect our expectations of ourselves and each other, provide a basis on which the Council can be held to account by its citizens and to ensure that co-operative principles inform our interactions with others.

**Priorities**

Over-riding feedback from communities is that they want the Council to deliver front-line services consistently and to a high quality. Whilst there is a focus on waste collection, street cleanliness, trees and highways maintenance, this also includes community safety, academic outcomes and looking after our most vulnerable citizens.

To fulfil the City's vision, the Council will have to make significant progress in demonstrating that Plymouth is a City to be proud of, delivering jobs and prosperity, sufficient and appropriate housing, a

green and sustainable City and further integration of health and social care. Major transport and city centre infrastructure, demonstrating our commitment to the City's marine and maritime role and providing a vibrant culture, sport and leisure offer are also priorities. The Corporate Plan also reflects the Council's responsibility to provide first class services to children and young people, fight poverty and discrimination and lobby government for a better deal for the City.

In order to deliver the priorities above, the Corporate Plan reflects organisational priorities for the Council in respect of improved customer service, financial management, staff skills and motivation.

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### **Corporate Plan 2018-22**

The Corporate Plan 2018-22 replaces the current Corporate Plan, adopted in July 2016, reflecting the new Administration's priorities and ambitions for the City and the Council.

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### **Implications for Medium Term Financial Plan and Resource Implications: Including finance, human, IT and land**

The Corporate Plan sets out the strategic direction and necessary focus for the Council. This will become the driver for future resource allocation. A revised Medium Term Financial Strategy will set out resource allocation in more detail.

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### **Other Implications: e.g. Child Poverty, Community Safety, Health and Safety and Risk Management:**

The Corporate Plan recommits the Council to promote a fairer, more equal City by investing in communities, putting citizens at the heart of decision making, promoting independence and reducing health and social inequality. By embedding this commitment within the Corporate Plan the Council is acknowledging the importance of ensuring all communities have an opportunity to thrive. The plans and resources that support the delivery of this include the Child Poverty Action Plan, Community Safety Plan, and other plans that support diverse communities.

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### **Equality and Diversity**

Has an Equality Impact Assessment (EIA) been undertaken?

The plans to support the delivery of the priorities will be subject to EIAs in the future where this is not already the case.

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### **Recommendations and Reasons for recommended action:**

- That Council adopts the Corporate Plan 2018-22.

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### **Alternative options considered and rejected:**

The Corporate Plan is a key decision within the Policy Framework. Members of the Cabinet, with support from senior managers, have developed key components of the Plan; notably the vision, values and priorities for 2018-22.

An alternative option would be to retain the existing Plan, which would not reflect the new Administration's priorities.

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**Published work / information:**

Corporate Plan 2016

**Background papers:**

None

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**Sign off:**

Fin	pl1819. 21	Leg	Lt / 30675 / 1506	Mon Off	Lt / 30 67 5 / 15 06	HR		Assets		IT		Strat Proc	
Originating SMT Member													
Has the Cabinet Member(s) agreed the contents of the report? Yes													

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# OUR PLAN A CITY TO BE PROUD OF



## CITY VISION Britain's Ocean City

One of Europe's most vibrant waterfront cities, where an outstanding quality of life is enjoyed by everyone.

**OUR MISSION** Making Plymouth a fairer city, where everyone does their bit.

## OUR VALUES

**WE ARE  
DEMOCRATIC**

We will provide strong community leadership and work together to deliver our common ambition.

**WE ARE  
RESPONSIBLE**

We take responsibility for our actions, care about our impact on others and expect others will do the same.

**WE ARE  
FAIR**

We are honest and open in how we act, treat everyone with respect, champion fairness and create opportunities.

**WE ARE  
CO-OPERATIVE**

We will work together with partners to serve the best interests of our city and its communities.

## OUR PRIORITIES

**A GROWING CITY**

- A clean and tidy city
- An efficient transport network
- A broad range of homes
- Economic growth that benefits as many people as possible
- Quality jobs and valuable skills
- A vibrant cultural offer
- A green, sustainable city that cares about the environment.

**A CARING COUNCIL**

- Improved schools where pupils achieve better outcomes
- Keep children, young people and adults protected
- Focus on prevention and early intervention
- People feel safe in Plymouth
- Reduced health inequalities
- A welcoming city.

## HOW WE WILL DELIVER

Listening to our customers and communities.	Providing quality public services.	Motivated, skilled and engaged staff.	Spending money wisely.	A strong voice for Plymouth regionally and nationally.
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**PLYMOUTH CITY COUNCIL**

<b>Subject:</b>	Independent Remuneration Panel Review of Members' Allowances 2018
<b>Committee:</b>	City Council
<b>Date:</b>	25 June 2018
<b>Cabinet Member:</b>	Councillor Pete Smith (Deputy Leader)
<b>CMT Member:</b>	Giles Perritt (Assistant Chief Executive)
<b>Author:</b>	Siân Millard (Oversight and Governance Manager)
<b>Contact:</b>	Tel: 01752 304464 e-mail: <a href="mailto:sian.millard@plymouth.gov.uk">sian.millard@plymouth.gov.uk</a>
<b>Ref:</b>	IRP2018
<b>Key Decision:</b>	No
<b>Part:</b>	I

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**Purpose of the report:**

The report presents the findings and recommendations from the Independent Remuneration Panel on the 2017 Review of Members' Allowances.

The Panel is convened under the Local Authorities (Members' Allowances) England Regulations 2003 (SI 1021) and subsequent amendments to the regulations (SI 2003/1022 and SI 2003/1692 ['the Regulations']).

The Regulations require all local authorities to set up and maintain an advisory Independent Remuneration Panel to review and provide advice about the allowances to be paid to Members. All Councils are required to convene their Panel and seek its advice before they make any changes or amendments to their allowances scheme and they must 'pay regard' to the Panel's recommendations before setting a new or amended Members' Allowances Scheme.

Members' Allowances should be reviewed at least every four years. The last full review for Plymouth City Council was in 2017. This 2018 Review was convened following a recent change in administration and subsequent changes to governance structures and request to have additional issues considered by the Panel.

The Review methodology included benchmark evidence from 26 comparator local authorities and interviews with a variety of Members and Officers.

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**Corporate Plan 2018-22:**

The new Corporate Plan sets high expectations of Members and Officers in delivering the vision and priorities of the new administration. This report recognises the increased expectation of Members in their contribution to the Council's strategic directions.

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**Implications for Medium Term Financial Plan and Resource Implications:  
Including finance, human, IT and land**

The recommendations propose changes to Members' Allowances which increases the number of roles in receipt of a Special Responsibility Allowance from 19 to 28. This reflects 49% of the total number of Members (57). Based on the levels of SRA recommended by the Panel, this will increase the overall budget for Members' Allowances by a maximum of approximately £48,500 if all roles are taken up. The increase in Members' Allowances budget will be offset from efficiency savings elsewhere in the Chief Executive's Office budget and will not contribute to the overall financial pressures facing the Council.

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**Other Implications: e.g. Child Poverty, Community Safety, Health and Safety, Risk Management and Equality, Diversity and Community Cohesion:**

The Independent Remuneration Panel considered parity issues during its deliberations which resulted in their recommendations.

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**Equality and Diversity**

The Council has a duty to have due regard to the need to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equality Act 2010 and those who do not.

**Has an Equality Impact Assessment been undertaken? Yes**

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**Recommendations & Reasons for recommended action:**

That Council:

1. considers and decides upon the eight recommendations from the Independent Remuneration Panel on the level of Members' Allowances from 2018/19 onwards as follows:

**Recommendation 1:** Having reviewed the Bands for the Special Responsibility Allowances, the Panel recommends a change to the existing Band 5 to be a quarter of the basic allowance. For 2018/19 this will be £2,697.

**Recommendation 2:** The Panel recommends the four Scrutiny Committee Chairs each receive a Special Responsibility Allowance at Band 3, which is £10,788 for 2018/19.

**Recommendation 3:** The Panel recommends the four Scrutiny Committee Vice-Chairs are not remunerated and therefore will not attract a Special Responsibility Allowance.

**Recommendation 4:** The Panel recommends, in recognition of the role of Vice-Chairs of Licensing and Taxi Licensing, which are quasi-judicial committees, that they receive a Special Responsibility Allowance at new Band 5, £2,697.

**Recommendation 5:** The Panel recommends the role of Chair of the Health and Wellbeing Board should, in principle, be remunerated. On the basis of the evidence the

Panel considers the role should be remunerated at Band 4 which is currently £5,394 for 2018/19.

**Recommendation 6:** The Panel recommends an increase in the Special Responsibility Allowance for the Chair of Audit and Governance Committee from the current Band 4, £5,394 for 2018/19, to Band 3, £10,788.

**Recommendation 7:** The Panel recommends the proposed new role of Assistant Cabinet Member be remunerated with a Special Responsibility Allowance at the new Band 5 level of £2,697 for 2018/19, on the expectation that:

- the number of roles is restricted to a maximum of four at any one time;
- a rolling programme of development for the Assistant Cabinet Members be introduced, in the context of the broader approach to Member development and succession planning; and
- evidence is provided to the next review of the Panel on the effectiveness of the Assistant Cabinet Member role.

**Recommendation 8:** The Panel recommends in the interests of parity, the subsistence rates for officers and Members continue to be linked as articulated in the ‘Plymouth Book’.

2. notes the next full review of member allowances will take place by 2021; and
3. delegates to the Monitoring Officer responsibility for undertaking the necessary updates to Appendix One of the Council’s Constitution to reflect the agreed member allowances from 2018/19.

Legislation states Council must have due regard to the Independent Remuneration Panels’ recommendations in determining the level of Member Allowances.

**Alternative options considered and reasons for recommended action:**

It is a legislative requirement to regularly review, at least very four years, the Members’ Allowance Scheme or as required.

**Published work/information:**

[Review of Members’ Allowances 2017](#) and [Minutes Review of Scrutiny Allowances 2016](#) and [Minutes Review of Members’ Allowances 2013](#) and [Minutes Statutory Instrument No. 1021](#) – The Local Authorities (Members’ Allowances) (England) Regulations 2003, the Statutory Guidance on Members’ Allowances for local authorities in England

**Background papers:**

Title	Part I	Part II	Exemption Paragraph Number						
			1	2	3	4	5	6	7
Benchmarking information for comparator groups	X								

**Sign off:**

Fin	pl1819.26	Leg	lt/30676/1506	Mon Off	lt/30676/1506	HR		Assets		IT		Strat Proc	
Originating SMT Member – Giles Perritt													
Have you consulted the Cabinet Member(s) named on the report? Yes													

**PLYMOUTH CITY COUNCIL INDEPENDENT  
REMUNERATION PANEL**

**REPORT ON THE REVIEW OF MEMBERS' ALLOWANCES  
JUNE 2018**

**I. SUMMARY OF RECOMMENDATIONS**

I.1 The Panel makes eight recommendations for the Council to consider:

**Recommendation 1:** Having reviewed the Bands for the Special Responsibility Allowances, the Panel recommends a change to the existing Band 5 to be a quarter of the basic allowance. For 2018/19 this will be £2,697.

**Recommendation 2:** The Panel recommends the four Scrutiny Committee Chairs each receive a Special Responsibility Allowance at Band 3, which is £10,788 for 2018/19.

**Recommendation 3:** The Panel recommends the four Scrutiny Committee Vice-Chairs are not remunerated and therefore will not attract a Special Responsibility Allowance.

**Recommendation 4:** The Panel recommends, in recognition of the role of Vice-Chairs of Licensing and Taxi Licensing, which are quasi-judicial committees, that they receive a Special Responsibility Allowance at new Band 5, £2,697.

**Recommendation 5:** The Panel recommends the role of Chair of the Health and Wellbeing Board should, in principle, be remunerated. On the basis of the evidence the Panel considers the role should be remunerated at Band 4 which is currently £5,394 for 2018/19.

**Recommendation 6:** The Panel recommends an increase in the Special Responsibility Allowance for the Chair of Audit and Governance Committee from the current Band 4, £5,394 for 2018/19, to Band 3, £10,788.

**Recommendation 7:** The Panel recommends the proposed new role of Assistant Cabinet Member be remunerated with a Special Responsibility Allowance at the new Band 5 level of £2,697 for 2018/19, on the expectation that:

- the number of roles is restricted to a maximum of four at any one time;

- a rolling programme of development for the Assistant Cabinet Members be introduced, in the context of the broader approach to Member development and succession planning; and
- evidence is provided to the next review of the Panel on the effectiveness of the Assistant Cabinet Member role.

**Recommendation 8:** The Panel recommends in the interests of parity, the subsistence rates for officers and Members continue to be linked as articulated in the ‘Plymouth Book’.

- 1.2 The Panel note that should Council accept all of the above recommendations without amendment, the total number of roles in receipt of a Special Responsibility Allowance (SRA) would increase from 19 to 28. If all such roles were held by individuals this represents 49% of all Councillors which is just within the Government recommended maximum of 50%. The Government rationale is that “they cease being ‘special’ if the majority of councillors receive them”.
- 1.3 The Panel strongly support the policy that no Councillors can be in receipt of two SRAs, with the exception of the Lord Mayor and Deputy Lord Mayor who can be in receipt of both their personal allowances in their civic roles and SRA’s for their Councillor duties.
- 1.4 The Panel thank all Members who were interviewed for the review – their evidence was valuable in informing the Panel’s deliberations. The Panel would also like to recognise the excellent administrative and research support it received from Siân Millard, Oversight and Governance Manager and Amelia Boulter, Democratic Support Advisor, during the course of the review.
- 1.5 The current (2017/18) Scheme of Member Allowances is at Appendix I for information.

## 2. INTRODUCTION

### The Regulatory Context

- 2.1 The Panel is convened under the Local Authorities (Members’ Allowances) England Regulations 2003 (SI 1021) and subsequent amendments to the regulations (SI 2003/1022 and SI 2003/1692 [‘the Regulations’]).
- 2.2 The Regulations require all local authorities to set up and maintain an advisory Independent Remuneration Panel to review and provide advice about the allowances to be paid to Members. All Councils are required to convene their Panel and seek its advice before they make any changes or amendments to their allowances scheme and they must ‘pay regard’ to the Panel’s recommendations before setting a new or amended Members’ Allowances Scheme.

### Terms of Reference

- 2.3 Members' Allowances should be reviewed at least every four years. The last full review for Plymouth City Council was in 2017; this review in June 2018 focussed on the following specific issues requested by the new administration:
- To note the new structure of Scrutiny and consider the remuneration level for the Scrutiny Committee Chairs and Vice-Chairs.
  - To consider whether the roles of Vice-Chair of Taxi Licensing Committee and Vice-Chair of Licensing Committee warrant a special responsibility allowance and, if so, at what level.
  - To consider whether the role of Chair of the Health and Wellbeing Board warrants a special responsibility allowance and, if so, at what level.
  - To consider the remuneration level for the role of Chair of the Audit and Governance Committee.
  - To consider whether the subsistence level for London-based meetings is sufficient and, if not, what the appropriate level should be.
  - To consider the level of special responsibility allowance for the new proposed role of Assistant Cabinet Member.
  - In the context of the specific issues the Panel has been asked to review, to make any other relevant recommendations to make to Council in relation to the Member Allowance Scheme.

### Panel

- 2.4 Plymouth City Council's Independent Remuneration Panel members are:

Alan Wooderson (Chair)	Alan Wooderson is retired and previously in a national and local leadership role with the Probation Service as part of the Ministry of Justice. Alan has 30 years' experience within Local Government
Duncan Currall	Duncan Currall is Chair of Livewell Southwest and consultant to a firm of solicitors
Bryony Houlden	Bryony Houlden is Chief Executive of South West Councils
Jane Hopkinson	Jane Hopkinson is former University Secretary of the University of Plymouth and current Independent Trustee of the University of Plymouth Students' Union

- 2.5 Members of the Panel may have some contact with the Council. In the interest of openness and transparency their links, where they occur, are stated below:

Alan Wooderson is engaged on an occasional basis by Plymouth City Council and other Local Authorities as the Chair of Review Panels to resolve complaints against the local authority prior to possible submission to the Local Government Ombudsman.

Duncan Currall is a member of the Plymouth Growth Board and consultant to a firm of solicitors which provides services to Plymouth City Council.

Bryony Houlden is Chief Executive of South West Councils, a member organisation of the 41 local authorities across the South West including Plymouth City Council.

### **Context**

2.6 The Panel considered the following :

- The reason why the Review had been requested following a recent (May 2018) change in political administration and resulting changes to governance structures for Scrutiny and Audit and Governance Committees.
- That under statute, Councils may award Special Responsibility Allowances to Members who perform additional responsibilities over and above the roles and expenses covered by their basic allowance (the basic allowance is provided for all Members on an equal basis and for 2018/19 this is £10,788).
- The importance of encouraging diversity across the Councillor body and enabling people, particularly younger people, to be able to afford to undertake the role of being a Councillor.
- The current gender balance on the Council is 67% male, 33% female and there are a range of ages with Plymouth having proportionately younger members than the national average.
- The Council's budgetary position and acknowledged pressures ( it is not the role of the Panel to consider affordability of the recommendations it makes as this is a matter for the Council).
- The substantial role that all Councillors undertake for which they receive the Basic Allowance and the additional responsibilities some take on, which attract an SRA.
- The public service element of all roles.
- Guidance from South West Councils on best practice for Independent Remuneration Panels, especially with regards to guidance for newly created roles for which there is limited evidence.

## **3. METHODOLOGY AND APPROACH**

3.1 The Review methodology included:

- Comparative evidence of Members' Allowances with 26 comparators. 13 of these were identified from the Chartered Institute of Public Finance and



Accountancy (CIPFA) (identified by an asterix\*), and 13 other 'local/coastal' comparator Councils that the Panel have previously considered.

Bolton*	Redcar and Cleveland*
Bournemouth	Sefton*
Brighton and Hove	South Gloucestershire
Bristol*	Southampton*
Cornwall	St. Helens*
Darlington*	Stoke-on-Trent
Derby City*	Sunderland*
Gateshead*	Swindon
Hull	Tameside*
Medway	Telford and Wrekin
North East Lincolnshire*	Warrington
Poole	Wirral*
Portsmouth	York

- Interviews with 14 Members in roles relevant to the terms of reference of the review.
- 3.2 Analysis of the data was conducted by mean, quartile (where relevant) and range to identify the comparative position of the Council and help inform the Panel's considerations.
- 3.3 The Panel met on 13 and 14 June 2018 to receive and distil the evidence. For each role under review they considered four facets: responsibility, accountability, time and effort.
- 3.4 With regards to the benchmarking evidence, the Panel noted that although there was some degree of commonality in scope and remit of each committee across local authorities, they were not identical and there were therefore some differences in the level of responsibility, accountability, time and effort required from the relevant roles.

## 4 FINDINGS AND RECOMMENDATIONS

### 4.1 Special Responsibility Allowance Bands

- 4.1.1 As part of its review, the Panel considered the current bands of Special Responsibility Allowances available to Members. They noted the current Band 5 was £1,106, approximately an eighth of the basic allowance and that no current role in receipt of an SRA received an allowance at Band 5.
- 4.1.2 The Panel considered the current level of Band 5 to be too low in relation to the specific roles they had been asked to review.

- 4.1.3 The Panel therefore determined that an amendment to Band 5 would be required to reflect a quarter of the basic allowance which equates to £2,697 for 2018/19.

**Recommendation 1:** Having reviewed the Bands for the Special Responsibility Allowances, the Panel recommends a change to the existing Band 5 to be a quarter of the basic allowance. For 2018/19 this will be £2,697.

## 4.2 Scrutiny – Chairs and Vice-Chairs

- 4.2.1 The Panel was asked to:
- note the new structure of Scrutiny and consider the remuneration level for the Scrutiny Committee Chairs and Vice-Chairs
- 4.2.2 The Panel noted that prior to 2016, there had been four Scrutiny Panels with a Management Board which was subsequently reduced to two between 2016 and 2018.
- 4.2.3 The incoming administration following the May 2018 local elections has re-introduced four Scrutiny Committees (but not a Management Board). The Panel noted the recent change and the expectations of Chairs and Vice-Chairs within that context. The Scrutiny Committee Chairs under the previous two-committee structure received an SRA at Band 3, £10,788.
- 4.2.4 After considering the evidence from benchmarking, documentation and interviews, the Panel agreed that the level of work required from the Scrutiny Committee Chairs remained high and therefore there was no reason to deviate from the current level of special responsibility allowance. The Panel did not however consider there was sufficient evidence from the benchmarking or interviews that the role of Vice-Chair should be remunerated.

**Recommendation 2:** The Panel recommends the four Scrutiny Committee Chairs each receive a Special Responsibility Allowance at Band 3, which is £10,788 for 2018/19.

**Recommendation 3:** The Panel recommends the four Scrutiny Committee Vice-Chairs are not remunerated and therefore will not attract a Special Responsibility Allowance.

## 4.3 Vice-Chairs of Taxi Licensing and Licensing Committee

- 4.3.1 The Panel was asked to:
- consider whether the roles of Vice-Chair of Taxi Licensing Committee and Vice-Chair of Licensing Committee warrant a special responsibility allowance and, if so, at what level.

- 4.3.2 The Panel noted they had considered remuneration for the Vice-Chairs of Taxi Licensing and Licensing Committee in 2017 and had at that point determined not to recommend remuneration for those roles.
- 4.3.3 For this review, the Panel was provided with additional evidence on the requirements of the Vice-Chairs and following assessment of that evidence noted:
- like Planning Committee, Taxi Licensing and Licensing Committees are quasi-judicial committees that discharge the regulatory and statutory duties of the Council, which the law prevents being a function of the Council's Cabinet;
  - the Vice-Chairs of Taxi Licensing and Licensing Committees may sometimes be required to attend court in the absence of the respective Chair;
  - varying views expressed from the interviews about whether Vice-Chairs should attract any remuneration;
  - that the Vice-Chair of Planning Committee, another quasi-judicial body, is currently remunerated at Band 4, £5,394;
  - evidence in relation to the Vice-Chair of Planning Committee demonstrated the onerous nature of that particular Committee which explained why the Vice-Chair of Planning had been remunerated for a number of years; and
  - a potential issue of fairness in relation to quasi-judicial bodies by the fact the Vice-Chair of Planning Committee is remunerated and the Vice-Chairs of Licensing and Taxi Licensing are not.
- 4.3.4 Having considered the range of newly presented evidence and in recognition that both Taxi Licensing Committee and Licensing Committee are quasi-judicial, the Vice-Chairs of Licensing and Taxi Licensing should be remunerated but at a lower level than the Vice-Chair of Planning given the difference in expectations of the roles.

**Recommendation 4:** The Panel recommends, in recognition of the role of Vice-Chairs of Licensing and Taxi Licensing, which are quasi-judicial committees, that they receive a Special Responsibility Allowance at new Band 5, £2,697.

#### 4.4 Chair of the Health and Wellbeing Board

- 4.4.1 The Panel was asked to:
- consider whether the role of Chair of the Health and Wellbeing Board warrants a special responsibility allowance and, if so, at what level
- 4.4.2 The Panel were made aware that:
- Health and Wellbeing Boards were established under the Health and Social Care Act 2012 and are established and hosted by local authorities;
  - historically the role of Chair of the Health and Wellbeing Board has been held by one of the Cabinet Members with a health remit; and

- some Health and Wellbeing Boards at other local authorities have independent chairs who are remunerated.

**Recommendation 5:** The Panel recommends the role of Chair of the Health and Wellbeing Board should, in principle, be remunerated. On the basis of the evidence the Panel considers the role should be remunerated at Band 4 which is currently £5,394 for 2018/19.

#### 4.5 Chair of Audit and Governance

4.5.1 The Panel was asked to:

- consider the remuneration level for the Chair of Audit and Governance Committee.

4.5.2 The Panel noted:

- the change in structure to the Audit and Governance Committee following a merger of the former Audit Committee with the former Constitutional Review Group (CRG);
- the rationale for bringing together the audit and governance functions thus raising the profile of governance discussions at the Council with a view to strengthening and enhancing that area of responsibility;
- therefore the remit of the Committee is expanded and there is an element of additional accountability and responsibility for the Chair, particularly given the new governance components to the Committee's work;
- the Chair of the previously constituted Audit Committee attracted an SRA at Band 4, £5,394;
- all other Chairs of Committees received an SRA at Band 3, which is £10,788 for 2018/19; and
- the aims of the Chair of the Committee to raise the profile and accessibility of audit and governance work at the Council.

**Recommendation 6:** The Panel recommends an increase in the Special Responsibility Allowance for the Chair of Audit and Governance Committee from the current Band 4, £5,394 for 2018/19, to Band 3, £10,788.

#### 4.6 Assistant Cabinet Member

4.6.1 The Panel was asked to:

- consider the level of special responsibility allowance for the new proposed role of Assistant Cabinet Member.

4.6.2 The Panel noted:

- the desire of the new administration to introduce a new role of Assistant Cabinet Member and that the overall objective of the role is to support Cabinet Members with specific projects and to promote succession planning into full Cabinet positions;

- that Cabinet Members cannot, by law, delegate decision making to another member and that therefore the Assistant Cabinet Member would not make decisions relating to any Cabinet portfolio or any decisions that could bind the Council nor would they have budgetary responsibility;
- that the Council currently has Members in 'Champion' roles (e.g. Champion for Plastics) which are unremunerated; and
- the importance of Member development in ensuring Members are fully supported and enabled to undertake their roles effectively.

**Recommendation 7:** The Panel recommends the proposed new role of Assistant Cabinet Member be remunerated with a Special Responsibility Allowance at the new Band 5 level of £2,697 for 2018/19, on the expectation that:

- the number of roles is restricted to a maximum of four at any one time;
- a rolling programme of development for the Assistant Cabinet Members be introduced, in the context of the broader approach to Member development and succession planning; and
- evidence is provided to the next review of the Panel on the effectiveness of the Assistant Cabinet Member role.

#### 4.7 Subsistence Allowance

##### 4.7.1 The Panel was asked to:

- consider whether the subsistence level for London-based meetings is sufficient and, if not, what the appropriate level should be

##### 4.7.2 The Panel noted:

- that Members are subject to the same travel and subsistence policy as council officers, as set out in the 'Plymouth Book', and that the basic allowance for Members includes provision for expenses within the Plymouth boundaries;
- evidence from comparator local authorities and, on request, further evidence specifically relating to London-based local authorities to inform their view;
- that the Council's policy in relation to travel and subsistence, as set out in the 'Plymouth Book' is based on HMRC recommended rates.
- that officers or Members who travel to London or other core cities should not be out of pocket for their expenses; and
- that a review of the Plymouth Book is outside of the remit of the Panel.

**Recommendation 8:** The Panel recommends in the interests of parity, the subsistence rates for officers and Members continue to be linked as articulated in the 'Plymouth Book'.

**4.8 Other issues**

- 4.8.1 In recommending an increased number of SRAs the Panel were mindful of previous discussions around performance management. The Panel were reassured to hear from the Members interviewed that the political groups are very aware of the need to ensure that Members in receipt of all allowances, and particularly those in receipt of SRAs are performing to appropriate standards and expectations.

**APPENDIX I**

**MEMBERS' ALLOWANCE SCHEME**  
**Summary of basic allowance and special responsibility allowances**  
**from 1 April 2017 – 31 March 2018**

<b><u>BASIC ALLOWANCE</u></b> (per year for all 57 councillors)	£
Basic Allowance	10,576
<b><u>SPECIAL RESPONSIBILITY ALLOWANCES</u></b> (in addition to the basic allowance) (Numbers in brackets refer to the number of Members claiming this allowance)	
<b>The Executive (Leader and the Cabinet)</b>	
Leader of the Council (1)	31,728
Deputy Leader of the Council (1)	22,324
Cabinet Member (8)	21,148
<b>Overview and Scrutiny Committees</b>	
Chair of Health & Wellbeing O&S Committee (1)	10,576
Chair of Place & Corporate O&S Committee (1)	10,576
<b>Regulatory Committees</b>	
Chair of Planning Committee (1)	10,576
Vice Chair of Planning (1)	5,288
Chair of Licensing Committee (1)	10,576
Chair of Taxi Licensing (1)	10,576
Chair of Audit (1)	5,288
<b>Opposition Groups</b>	
Leader of the largest minority party (1)	10,576
Leader of other minority parties (1)	5,288
Deputy Leader of largest minority party (1)	5,288
<b>Lord Mayoralty</b>	
Lord Mayor (1)	14,692
Deputy Lord Mayor (1)	4,848

**DEPENDENT CARERS' ALLOWANCE**

Members are entitled to claim for the duration of the approved duty plus reasonable travelling time. The allowance should not be payable to a member of the claimant's own household. See below.

**TRAVEL ALLOWANCES AND SUBSISTENCE EXPENSES**

Car, Motorcycle and Bicycle Allowance Rates are set in lines with those paid to officers of the authority. Existing travel and subsistence arrangements will continue, i.e. that Members are entitled to claim such allowances necessarily met in carrying out their official duties as councillors outside of the city boundary (in line with the officers' scheme).

**Travel within Plymouth and peninsula (counties of Devon, Cornwall, Somerset and Dorset)****HMRC RATE:**

45p per business mile up to 10,000 miles

25p per business mile over 10,000 miles

**'Out of Peninsula rate':**

25p per business mile

**Low emission car rate (travel within Plymouth and Peninsula)**

Cars with up to 110g/km CO<sub>2</sub> emissions, and/or in tax band A or B:

50p per business mile up to 10,000 miles

29p per business mile over 10,000 miles

**HMRC passenger rate:**

5p per business mile per passenger

**Meals and subsistence rates****Breakfast**

Irregular starter before 6am. This rate does not apply if employee regularly leaves home before 6am.

- Maximum claim - £5

**One meal rate**

Where an employee is away from the normal place of work for a period of more than five hours.

- Maximum claim - £5

**Two meals rate**

Where an employee is away from the normal place of work for a period of more than 10 hours.



- Maximum claim - £10

### **Late evening meal**

Irregular late finisher - where an employee is away from the normal place of work outside of their normal working hours and after 8pm.

- Maximum claim - £10

Only a maximum of three meals can be reimbursed per day. Alcohol cannot be purchased within the allowance.

### **Overnight stays**

Accommodation will be reimbursed for overnight stays where it is impractical for a day-return or where the overnight stay represents better value for money. Reimbursements will be made when presented with a valid VAT receipt.

- Bed and breakfast outside of London (M25): Maximum payment - £65
- Bed and breakfast within London/M25 boundaries: Maximum payment - £85

### **Approved duties and claiming childcare and dependent carers' allowances**

If a councillor is responsible for the care of children, elderly relatives or people with disabilities, childcare and dependent carers' allowances may be claimed (against receipts). The maximum period of the entitlement is the duration of the approved duty plus reasonable travelling time. The allowance should not be payable to a member of the claimant's own household.

Approved duties are:

- attending a committee, sub-committee or outside body meeting
- attendance at any other authorised meeting (provided that it is a meeting to which Members of at least two political groups have been invited)
- attendance at a meeting of any association of authorities of which the authority is a member
- attendance at any Cabinet meeting
- performance of any duty connected with the opening of tenders
- performance of any duty requiring the authority to inspect or authorise the inspection of any premises
- performance of any duty in connection with arrangements for the attendance of pupils at any school approved for the purposes of section 342 (approval of non-maintained special schools) of the Education Act 1996
- attendance at development and learning events
- the carrying out of any other duty approved by the authority for the purpose of or in connection with the discharge of the functions of the authority or any of its committees or sub-committees

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**MOTION ON NOTICE**City Council 25<sup>th</sup> June 2018**Adoption of IHRA definition of anti-Semitism**

Plymouth City Council expresses alarm at the rise in antisemitism in recent years across the UK. This includes incidents when criticism of Israel has been expressed using antisemitic tropes. Criticism of Israel can be legitimate, but not if it employs the tropes and imagery of antisemitism.

We therefore welcome the UK Government's announcement on December 11th 2016 that it will sign up to the internationally recognised International Holocaust Remembrance Alliance (IHRA) guidelines on antisemitism which define antisemitism thus:

“Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.

The guidelines highlight manifestations of antisemitism as including:

- “• Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extremist view of religion.
- Making mendacious, dehumanizing, demonizing, or stereotypical allegations about Jews as such or the power of Jews as collective — such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other societal institutions.
- Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews.
- Denying the fact, scope, mechanisms (e.g. gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust).
- Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust.
- Accusing Jewish citizens of being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations.
- Denying the Jewish people their right to self-determination, e.g., by claiming that the existence of a State of Israel is a racist endeavour.
- Applying double standards by requiring of it behaviour not expected or demanded of any other democratic nation.
- Using the symbols and images associated with classic antisemitism (e.g., claims of Jews killing Jesus or blood libel) to characterize Israel or Israelis.
- Drawing comparisons of contemporary Israeli policy to that of the Nazis.
- Holding Jews collectively responsible for actions of the state of Israel.”

The City Council agrees to

- (1) condemn antisemitism in all its manifestations.
- (2) adopt the above definition of antisemitism as set out by the International Holocaust Remembrance Alliance and pledges to combat this pernicious form of racism wherever it appears and by whomever is it perpetrated.

**Proposed by Councillor Morris**



**Seconded by Councillor Corvid**



**Dated June 15<sup>th</sup> 2018**

**MOTION ON NOTICE**City Council 25<sup>th</sup> June 2018**Cross Country Passenger Rail Franchise Public Consultation**

The Department for Transport has issued a consultation on its plans for the Cross Country rail franchise. The document suggests that direct trains from Penzance to the Midlands and the north should end at Plymouth. The document describes this part of the world as an extremity of the country’.

Ending direct rail services at Plymouth can only re-enforce misconceptions about the size and scale of our region and give the impression that Plymouth is now “the end of the Line”.

The document also suggests that Plymouth passengers be served by the GWR service ‘picking up the slack’

The proposals do not describe how that gap will be filled other than a vague suggestion of alternations to the GWR franchise.

This means that people accessing Plymouth station for work from stations to the west of Plymouth will no longer be able to rely on a service by Cross Country at a time when we were looking forward to an enhanced railway service.

This City Council agrees to:

- 1) In its response to the consultation Council should make clear that the proposals as they stand affect Plymouth and should be rejected.
- 2) Ask for the Peninsula Rail Task Force to campaign against these changes to these Plymouth services.

Proposed – Councillor Tudor Evans (Via Email)

Seconded – Councillor Pete Smith (Via Email)

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**MOTION ON NOTICE**City Council 25<sup>th</sup> June 2018**Building the next Fleet Solid Support Ships in the UK**

The Ministry of Defence (MoD) has announced its intentions to commission the build of three Fleet Solid Support ships (FSS). The ships will support the Carrier Strike capability, one of the nation's two strategic capabilities, by supplying vital supplies such as ammunition, spare parts, and engines for the F-35B Lightning II aircraft.

The expected in-service dates are from 2026-28, but the Council believes there are strong industrial reasons for pulling these dates forward. The three FSS vessels are expected to be 40-45,000 tonnes each and the programme, which is funded, will be circa £1-1.5bn.

Each of the three FSS vessels has specific tasks that will require differences in their design and build. All three are complex ships and each should be seen as a one-off vessel.

The National Shipbuilding Strategy (NSBS) makes it clear that the MoD does not regard these vessels in the same sense as its frigates and destroyers and intends to open the design and build of these specialist ships up to international competition, whilst only "encouraging" UK bids.

Council believes there is no reason why Government should not change that approach and opt to build the ships in the UK, as is the case with all other EU Governments.

Council will support the campaign which is to be launched in Plymouth on the 13<sup>th</sup> July 2018.

Proposed – Councillor Tudor Evans (Via Email)

Seconded Councillor Pete Smith Via Email)

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