



Oversight and Governance

Chief Executive's Department
Plymouth City Council
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Plymouth PL1 3BJ

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CITY COUNCIL - SUPPLEMENT PACK AND MOTIONS ON NOTICE

Monday 22 June 2020
2.00 pm
MS Teams

Members:

Councillor Mavin, Chair

Councillor Winter, Vice Chair

Councillors Allen, Mrs Aspinall, Ball, Mrs Beer, Bowyer, Mrs Bowyer, Mrs Bridgeman, Buchan, Carson, Churchill, Coker, Cook, Corvid, Dann, Darcy, Sam Davey, Deacon, Derrick, Downie, Drear, Evans OBE, Goslin, Haydon, Hendy, James, Mrs Johnson, Jordan, Kelly, Laing, Michael Leaves, Samantha Leaves, Loveridge, Lowry, McDonald, Morris, Murphy, Neil, Nicholson, Parker-Delaz-Ajete, Penberthy, Mrs Pengelly, Rennie, Riley, Singh, Pete Smith, Rebecca Smith, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Ms Watkin, Wheeler and Wiggins.

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

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

- 9. Motions on notice (To Follow)**
- To consider motions from councillors in accordance with Part B, paragraph 14 of the Constitution.
- 9.a Renaming of Sir John Hawkins Square **(Pages 1 - 2)**
- 9.b Cashless Car Parking Payment in Plymouth **(Pages 3 - 4)**
- 9.c Garden Waste **(Pages 5 - 6)**
- 9.d Combatting Racism and Discrimination in Plymouth **(Pages 7 - 8)**
- 9.e Free School Meals **(Pages 9 - 10)**
- 9.f Encampments **(Pages 11 - 12)**
- 10. Urgent Key Decisions to be Reported (Pages 13 - 36)**

MOTION ON NOTICE

City Council 22 June 2020

**Renaming of Sir John Hawkins Square**

Following the decision by Cllr Tudor Evans OBE to remove the name of slave trader Sir John Hawkins from a public square, the Council resolves to ask the Cabinet Member for Finance to widen the standard consultation arrangements with ward councillors and local residents before renaming the square:-

1. To identify a minimum of three potential replacement names relevant to Plymouth and appropriate for the local setting.
2. To publish these alternatives and allow the residents of Plymouth to express a preference on which name is selected as a suitable replacement via the PCC website or contacting PCC.

Proposed: Councillor Nick Kelly

Signature "By email"

Seconded: Councillor Glenn Jordan

Signature "By email"

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MOTION ON NOTICE

City Council 22 June 2020

**Cashless Car Parking payment in Plymouth**

We are given to understand that Plymouth City Council aims to change its policy on payment for parking by removing the parking meters that take cash.

People most likely to be affected by cashless parking meters are:

- Those who, for a variety of reasons, do not use cards or own a smart phone.
- Individuals who are concerned about loss of privacy.
- Many are losing faith because of systems failures.
- People who feel they are losing control.

We are concerned about the impact and consequences to those above who will suffer discrimination by removing the cash option for parking.

This Council is therefore resolved to ask the Cabinet Member for Strategic Planning and Infrastructure to reconsider his decision to discontinue cash payments for parking and allow the public to carry on using parking meters that take cash alongside or integrated with card or digital devices.

Proposed:

Councillor Richard Ball.

Seconded:

Councillor Jonathan Drear

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MOTION ON NOTICE

City Council 22 June 2020

**Garden Waste**

The Council calls on the Leader and Cabinet Member for Environment & Street Scene to:-

1. Resume the Garden Waste Kerbside Collection service.
2. Allow all residents to benefit from this service from the 1st July 2020 whether registered or not if their garden waste is presented in the correct waste bags, with a maximum of four per household.
3. Extend the collection period until 30th November.

Proposed: Councillor Maddi Bridgeman

Signature "By email"

Seconded: Councillor Tony Carson

Signature "By email"

Supported by email:

Councillor Mrs Andrea Johnson

Councillor Mrs Vivien Pengelly

Councillor John Riley

Councillor Terri Beer

Councillor Richard Ball

Councillor Nigel Churchill

Councillor Mrs Lynda Bowyer

Councillor Jonathan Drean

Councillor Ian Darcy

Councillor Samantha Leaves

Councillor Dave Downie

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MOTION ON NOTICE

City Council 22 June 2020

**Combating Racism and Discrimination in Plymouth**

City Council resolves:

1. To record its abhorrence at the circumstances leading to the tragic death of George Floyd in the United States of America.
2. Acknowledges the concerns raised by residents in Plymouth at the events witnessed in America and by the All Lives Matter campaign.
3. To deploy sufficient resources to eliminate racism and discrimination throughout our city by providing suitable training to all City Council employees to be able to identify and report such matters to ensure everyone is treated fairly and with respect in their deliberations with the City Council.

Proposed: Councillor Patrick Nicholson**Signature** "By email"**Seconded:** Councillor Nick Kelly**Signature** "By email"

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MOTION ON NOTICE

City Council 22 June 2020

**Free School Meals**

Plymouth City Council notes that the Government has rejected calls for the free schools meals scheme to be maintained over this year's summer holidays. By withdrawing free school meal vouchers over this period, the government is removing access to a scheme which has been an important lifeline for families suffering additional hardship as a result of the Coronavirus pandemic.

Previously we have seen the Government recognise the impact of the crisis on families with children eligible for free school meals and in response provide vouchers over the Easter and the May half-term period. This has been a welcome decision and one that has eased hardship in our communities in a city which ranks 64th most deprived and situated within the 20% most deprived local authority districts in England.

But children do not stop being hungry because it's the summer holidays. Many of our families who are most in need are likely to face further challenges as they attempt to return to, or secure, employment over the summer period and a gap of six weeks without access to healthy and affordable food will be a further disadvantage to pupils who are already disadvantaged by the lockdown and school closures.

Plymouth City Council therefore calls on the government to immediately reinstate the free schools meals scheme throughout this year's summer holiday to ensure that no child in Plymouth has to go without food over the summer period.

Proposed: Councillor Jon Taylor

Signature "By email"

Seconded: Councillor Jemima Laing

Signature "By email"

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MOTION ON NOTICE

City Council 22 June 2020

**Encampments**

Following the encampment at Prince Rock, Plymouth City Council notes the guidance issued by the Minister for Housing, Communities and Local Government in response to the Covid 19 emergency, that 'during this unprecedented time Local Authorities have a responsibility to ensure all communities are supported'. Plymouth City Council adopted the Prince Rock site as a temporary tolerated area on 9th April despite objections from members of the public.

Plymouthians have expressed concern that the Council has failed to act in the common interest and has not responded to the concerns of local Council tax payers.

This Council notes that, Plymouth City Council had failed to identify an appropriate tolerated area prior to start of the pandemic, and the current site at Prince Rock is only guaranteed until 31st October 2020. This Council will remedy this by asking the Cabinet member for Housing and Co-operative Development to identify and ring fence alternative suitable land for the use of the gypsy and traveller community as soon as practical but no later than the 31st October 2020.

Proposed: Councillor Samantha Leaves

Signature "By email"

Seconded: Councillor Dave Downie

Signature "By email"

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City Council



Date of meeting: 22 June 2020
Title of Report: **Urgent Key Decisions**
Lead Member: Councillor Tudor Evans OBE (Leader)
Lead Strategic Director: Giles Perritt (Assistant Chief Executive)
Author: Andrew Loton (Head of Governance, Performance and Risk)
Contact Email: Andrew.loton@Plymouth.gov.uk
Your Reference: UKD2020
Key Decision: No
Confidentiality: Part I - Official

Purpose of Report

Per section 4.5 of Part C and section 14 of Part F of the Constitution, urgent key decisions are required to be reported to the next ordinary Council meeting after they were taken. The report sets out the following urgent key decisions taken by the Leader and Cabinet Members:

- 25 Mar 2020 : Covid 19 - Local Council Tax Support Hardship Fund
- 27 Mar 2020 : Covid 19 - Resilience Mortuary Contract Award
- 16 Apr 2020 : Covid 19 - Suspension of Tolling on Tamar Crossing
- 7 May 2020 : Covid 19 - Provision of Personal Protective Equipment (PPE)
- 29 May 2020 : Covid 19 - Discretionary Grant Fund for Business

Recommendations and Reasons

Recommendation: That Council note the urgent key decision taken by the Leader and Cabinet Members in line with due process and published on the dates noted.

Reason: Council is required to note urgent key decisions taken as stated within the Constitution. The reason for the urgency of the decisions was due to them forming decision making as part of the Covid-19 emergency response.

Alternative options considered and rejected

No alternative options given the Constitutional requirement to report the Urgent Key Decisions to Council.

Relevance to the Corporate Plan and/or the Plymouth Plan

The decisions taken within this report each support the vision and values within the Corporate Plan. Each decision would have a direct bearing on either the Growing City or Caring Council elements of the Plan.

Implications for the Medium Term Financial Plan and Resource Implications:

The exact impact on the MTFP will be determined within the September budget review following receipt of Government funding to reimburse Councils for Government directed response to the Covid-19 emergency. The implications of each decision has been listed within the report.

Carbon Footprint (Environmental) Implications:

The implications of each decision have been detailed within individual report.

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

** When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.*

Implications for each decision have been detailed within individual reports.

Appendices

**Add rows as required to box below*

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	Urgent Key Decisions							

Background papers:

**Add rows as required to box below*

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

Sign off:

Fin	pl.20. 21.28	Leg	lt/622 25/12 06	Mon Off		HR		Assets		Strat Proc	
Originating Senior Leadership Team member: Giles Perritt (Assistant Chief Executive)											

Please confirm the Strategic Director(s) has agreed the report? Yes

Date agreed: 12/06/2020

Cabinet Member approval: *Councillor Tudor Evans OBE (Leader) agreed by email*

Date approved: 12/06/2020

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EXECUTIVE DECISION

made by a Cabinet Member



REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – L44 19/20

Decision				
1	Title of decision: COVID-19 Local Council Tax Support Hardship Fund			
2	Decision maker (Cabinet member name and portfolio title): Councillor Tudor Evans OBE, Leader of the Council			
3	Report author and contact details: Emma Rose (Strategic Development Manager) 01752 312571 emma.rose@plymouth.gov.uk			
4	Decision to be taken: Apply a discount of £150 to existing 2020/21 council tax bills for working age council tax support customers. The balance of the allocated funds to be used to apply the same £150 discount to any new working age council tax support account until such time as the fund is exhausted			
5	Reasons for decision: To apply the guidance issued 24 March 2020 relating to the government allocation of local council tax hardship relief funds. This is in order to urgently support financially vulnerable customers in Plymouth during 2020/21 who are likely to be further impacted by the Covid-19 pandemic			
6	Alternative options considered and rejected: Once the £150 discount is applied to all existing working age council tax support customer accounts, to use the balance of allocated funds to: <ul style="list-style-type: none"> a) apply further discounts to existing customers; or b) support the existing council tax exceptional hardship policy; or c) support the recreation of a local welfare scheme outside the council tax scheme 			
7	Financial implications: The allocated funds can be applied automatically using our existing software. Additional costs of issuing revised bills confirming the discount, including printing and posting, will be funded separately by the government. No additional resource impact is anticipated			
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Per the Constitution, a key decision is one which: in the case of capital projects and contract awards, results in a new commitment to spend and/or save in

				excess of £3million in total
		X		in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million
		X		is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
	If yes, date of publication of the notice in the Forward Plan of Key Decisions		This is an urgent decision	
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:			This is an urgent decision in an emergency situation which will support some of our most financially vulnerable customers
10	Please specify any direct environmental implications of the decision (carbon impact)			Printing and posting c12,000 bills


Urgent decisions

11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
				(If no, go to section 13a)
12a	Reason for urgency: To implement emergency guidance as a result of the Covi-19 pandemic to support some of our most vulnerable residents			
12b	Scrutiny Chair Signature:	Confirmed by email	Date	25 March 2020
	Scrutiny Committee name:	Performance, Finance and Customer Focus Overview and Scrutiny Committee		
	Print Name:	Councillor Nick Kelly		

Consultation

13a	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	x	(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?			

I3c	Date Cabinet member consulted							
I4	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer				
		No	x					
I5	Which Corporate Management Team member has been consulted?	Name		Andrew Hardingham				
		Job title		Service Director for Finance				
		Date consulted		25 March 2020				
Sign-off								
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)				DS100 19/20		
		Finance (mandatory)				djn.19.20.287		
		Legal (mandatory)				lt/43517/2503		
		Human Resources (if applicable)						
		Corporate property (if applicable)						
		Procurement (if applicable)						
Appendices								
I7	Ref.	Title of appendix						
	A	Briefing report for publication						
	B	Equalities Impact Assessment - not required, implementing government guidance in an emergency situation						
Confidential/exempt information								
I8a	Do you need to include any confidential/exempt information?	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in I8b below. (Keep as much information as possible in the briefing report that will be in the public domain)				
		No						
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
I8b	Confidential/exempt briefing report title:							

Background Papers								
19	<p>Please list all unpublished, background papers relevant to the decision in the table below.</p> <p>Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</p>							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	<p>I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.</p>							
Signature				Date of decision		25 March 2020		
Print Name		Cllr Tudor Evans						

EXECUTIVE DECISION

made by a Cabinet Member



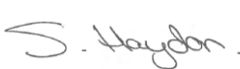
REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – [HASC2 19/20]

Decision	
1	<p>Title of decision:</p> <p>Provision of a resilience mortuary and associated support facilities in relation to the COVID-19 emergency</p>
2	<p>Decision maker (Cabinet member name and portfolio title):</p> <p>Councillor Sally Haydon, Cabinet Member for Customer Focus and Community Safety</p>
3	<p>Report author and contact details:</p> <p>Robert Nelder, Consultant Public Health, Robert.Nelder@plymouth.gov.uk, 01752 398608</p>
4	<p>Decision to be taken:</p> <p>Award the contract for a resilience mortuary</p> <p>Details of the supplier to whom this contract is to be awarded is set out in the Contract Award Report-Part II paper.</p>
5	<p>Reasons for decision:</p> <p>To enable the Council to respond to the COVID-19 emergency.</p> <p>This award is made in accordance with Regulation 32(2)(c) of the Public Contracts Regulations 2015 - use of the negotiated procedure without prior publication for reasons of extreme urgency brought about by events unforeseeable by the contracting authority and not attributable to the contracting authority.</p>
6	<p>Alternative options considered and rejected:</p> <p>Do nothing: This is not an option. COVID-19 poses a risk to public health and a resilience mortuary is urgently required to respond to this emergency.</p> <p>Run a competitive procurement process: This is not an option. The time limits for the open, restricted procedures or competitive procedures with negotiation cannot be complied with. There is also no time to undertake a standard procedure with accelerated timescales due to urgency.</p>
7	<p>Financial implications:</p>

	<p>A breakdown of the contract value is contained within the Part II paper.</p> <p>When the annual budget for this year was agreed, we were unaware of the financial implications of dealing with the response to Covid 19 for the Council. In order to address this, we will need to reassess the budget position in line with government communications through the year. We are aware that additional funding will be made available to local authorities under the Coronavirus Act, however the extent of this is not yet clear and we will therefore report on this at a later date.</p> <p>Financial provision has been made for this contract in light of the COVID-19 emergency as prt of our emergency funding allocation.</p>			
8	<p>Is the decision a Key Decision? (please contact Democratic Support for further advice)</p>	Yes	No	<p>Per the Constitution, a key decision is one which:</p>
			X	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
		X		in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million
			X	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
	<p>If yes, date of publication of the notice in the Forward Plan of Key Decisions</p>			
9	<p>Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:</p>	<p>This decision links to all of the values in the Council's Corporate Plan. It is showing community leadership, by taking responsibility for ensuring the deceased are treated with dignity respect. This will be achieved by working with partners across the city in the best interests of its residents.</p>		
10	<p>Please specify any direct environmental implications of the decision (carbon impact)</p>	<p>A clinical waste incinerator will be located on the site.</p>		
Urgent decisions				
11	<p>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</p>	Yes	X	<p>(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)</p>
		No		(If no, go to section 13a)
12a	<p>Reason for urgency:</p> <p>COVID-19 poses a risk to public health and a resilience mortuary is urgently required to respond to this emergency .</p>			

12b	Scrutiny Chair Signature:	Councillor Nick Kelly Confirmed by email	Date	27 March 2020
	Scrutiny Committee name:	Performance, Finance and Customer Focus Overview and Scrutiny Committee		
	Print Name:	Councillor Nick Kelly		
Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	x	(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?			
13c	Date Cabinet member consulted			
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	x	
15	Which Corporate Management Team member has been consulted?	Name	Andy Ralphs	
		Job title	Strategic Director of Customer and Corporate Services	
		Date consulted	27/03/2020	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS101 19/20	
		Finance (mandatory)	DJN19.20.288	
		Legal (mandatory)	34511/2703	
		Human Resources (if applicable)		
		Corporate property (if applicable)		
		Procurement (if applicable)	HG/PS/540/ED/0320	
Appendices				
17	Ref.	Title of appendix		
	A	Contract Award Report Part I		
Confidential/exempt information				
18a	Do you need to include any	Yes	X	If yes, prepare a second, confidential ('Part II')

	confidential/exempt information?			briefing report and indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)				
		No						
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title: Contract Award Report Part 2			x				
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							
Signature				Date of decision		27/03/2020		
Print Name		Councillor Sally Haydon						

EXECUTIVE DECISION

made by a Cabinet Member




REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – SPI24 19/20

Decision	
1	Title of decision: Suspension of tolling on Tamar Crossings
2	Decision maker Cllr Mark Coker – Cabinet Member for Strategic Planning and Infrastructure.
3	Report author and contact details: Adrian Trim - Adrian.Trim@plymouth.gov.uk
4	<p>Decisions to be taken:</p> <p>Extend the suspension of tolling until at least the end of May 2020, with an ongoing weekly review undertaken by the Joint Officer group to consider when a recommendation could be made to lift the suspension in line with prevailing central Government advice.</p> <p>(A return to Toll collection before the end of this period can be made if circumstances warrant it, by means of a Joint PCC / CC Portfolio agreement to end Toll suspension.)</p>
5	<p>Reasons for decision:</p> <p>The initial measures were put in place for 3 weeks, (from 24th March 2020, due 14th April for decision) acting under emergency powers as an urgent response to the Covid situation. This will require both Parent Authorities to now formally ratify this position going forward through the means of an 'Urgent Decision'.</p>
6	<p>Alternative options considered and rejected:</p> <p>To reinstate Toll collections. This option was rejected as the Covid 19 Lockdown and pandemic is still live.</p>
7	<p>Financial implications:</p> <p>The impact of revenue loss related to TBTF Tolls could be significant to PCC / CC who are jointly responsible for the operation of the crossings.</p> <p>A separate budget Paper setting out measures to deal with the ongoing management and remedial measures addressing revenue loss will be presented to Cabinet. When the annual budget for this year was agreed, we were unaware of the financial implications of dealing with the response to Covid 19 for the Council. In order to address this, we will need to reassess the budget position in line with government communications through the year. We are aware that additional funding will be made available to local authorities under the Coronavirus Act, however the extent of this is not yet clear and we will therefore report on this at a later date.</p>

8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:
				in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
		YES		in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million
				is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
	If yes, date of publication of the notice in the Forward Plan of Key Decisions			
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	This decision is a direct response to the Covid 19 emergency.		
10	Please specify any direct environmental implications of the decision (carbon impact)	The greater impact related to the Covid 19 pandemic is the benefit of far fewer vehicles on the network.		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes	x	(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No		(If no, go to section 13a)
12a	Reason for urgency: To continue with measures currently in place to reduce potential transmission of COVID 19, to public and staff, and in support of the Government's national Lockdown policy.			
12b	Scrutiny Chair Signature:	Councillor Darren Winter, agreed by email	Date	16 April 2020
	Scrutiny Committee name:	Brexit, Infrastructure and Legislative Change		
	Print Name:	Councillor Darren Winter		

Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?			
		No		(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?			
13c	Date Cabinet member consulted	09/04/20		
14	Has any Cabinet member declared a conflict of interest in relation to the decision?			If yes, please discuss with the Monitoring Officer
		No		
15	Which Corporate Management Team member has been consulted?	Name	Anthony Payne	
		Job title	Strategic Director Place	
		Date consulted	09/04/20	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS106 19/20	
		Finance (mandatory)	akh20.21.02	
		Legal (mandatory)	lt/34566/1404	
		Human Resources (if applicable)		
		Corporate property (if applicable)		
		Procurement (if applicable)		
Appendices				
17	Ref.	Title of appendix		
	A	Briefing report for publication		
Confidential/exempt information				
18a	Do you need to include any confidential/exempt information?	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for

		No	publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)					
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Change Request, Suspension of Toll collections on Tamar Bridge and Torpoint Ferry.								
Cabinet Member Signature								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							
Signature			Date of decision		14 April 2020			
Print Name	Cllr Mark Coker							

EXECUTIVE DECISION

made by a Cabinet Member



REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – L02 20/21


Decision	
1	Title of decision: Provision of Personal Protective Equipment (PPE) relating to the COVID-19 emergency
2	Decision maker (Cabinet member name and portfolio title): Leader of the Council, Councillor Tudor Evans OBE
3	Report author and contact details: Gary Walbridge, Head of Adult Social Care and Retained Functions, gary.walbridge@plymouth.gov.uk , 01752305253
4	Decision to be taken: Award the contract for an emergency supply of PPE Details of the supplier to whom this contract is to be awarded is set out in the Contract Award Report-Part II paper
5	Reasons for decision: To enable the Council to respond to the COVID-19 emergency. This award is made in accordance with Regulation 32(2)(c) of the Public Contracts Regulations 2015-use of the negotiated procedure without prior publication for reasons of extreme urgency brought about by events unforeseeable by the contracting authority and not attributable to the contracting authority
6	Alternative options considered and rejected: Do nothing: This is not an option. COVID-19 poses a risk to public health and a PPE supply is urgently required to respond to this emergency Run a competitive procurement process: This is not an option. The time limits for the open, restricted procedures or competitive procedures with negotiation cannot be complied with. There is also no time to undertake a standard procedure with accelerated timescales due to urgency
7	Financial implications: There is no provision within the Council's agreed budget for 2020/21 to meet the cost of this equipment. However, MHCLG have provided a total of £15.6m additional grant funding to meet the costs of dealing with Covid-19. It is recommended that approval be given to allocating up to £1.2m of this grant to fund this procurement. A breakdown of the contract value is contained within the Part II paper.

8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:
			X	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
		X		in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million
			X	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
	If yes, date of publication of the notice in the Forward Plan of Key Decisions	This is an urgent decision and not included in the forward plan.		
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	This decision is in support of the emergency response to COVID-19		
10	Please specify any direct environmental implications of the decision (carbon impact)	N/a		

Urgent decisions

11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes	X	(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No		(If no, go to section 13a)
12a	Reason for urgency: COVID-19 poses a risk to public health and a supply of PPE is urgently required to respond to this emergency.			
12b	Scrutiny Chair Signature:	Confirmed by email Councillor Mrs Aspinall	Date	07 May 2020
	Scrutiny Committee name:	Health and Adult Social Care Overview and Scrutiny Committee		
	Print Name:	Councillor Mrs Mary Aspinall		

Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes	X	Cllr Kate Taylor
		No		(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?			
13c	Date Cabinet member consulted	30 th April 2020		
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	X	
15	Which Corporate Management Team member has been consulted?	Name	Craig McArdle	
		Job title	Strategic Director for People	
		Date consulted	30 TH April 2020	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS04 20/21	
		Finance (mandatory)	akh.20.21.11	
		Legal (mandatory)	lt/34675/3004	
		Human Resources (if applicable)		
		Corporate property (if applicable)		
		Procurement (if applicable)	GA/PS/545/ED/0420	
Appendices				
17	Ref.	Title of appendix		
	A	Contract Award Report Part I		
Confidential/exempt information				
18a	Do you need to include any confidential/exempt information?	Yes	X	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)
		No		

		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title: Contract Award Report Part 2			x				
Background Papers								
19	<p>Please list all unpublished, background papers relevant to the decision in the table below.</p> <p>Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</p>							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	<p>I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.</p>							
Signature				Date of decision		6 May 2020		
Print Name		Cllr Tudor Evans						

EXECUTIVE DECISION

made by a Cabinet Member



REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – L06 20/21

Decision				
1	Title of decision: Local Authority Discretionary Grant Fund for Business			
2	Decision maker (Cabinet member name and portfolio title): Tudor Evans OBE (Leader of the Council)			
3	Report author and contact details: Anna Peachey (Economy, Partnerships and Regeneration Manager) anna.peachey@plymouth.gov.uk			
4	Decision to be taken: Approve the Plymouth City Council Scheme; Discretionary Grant Fund for Business as set outlined in the attached report			
5	Reasons for decision: The government has made available additional funding to support business recovery following the Covid-19 emergency. This scheme is Plymouth City Council's approach to delivering the fund, following the government guidance. This is one of a number of support programmes that have been provided by government. The funding amount is 5% of the total of the grants from the Small Business Grants Fund and the Retail, Hospitality and Leisure Grants Fund. This equates to £2.270 million for Plymouth City Council.			
6	Alternative options considered and rejected: To not implement the fund. This would prevent further financial support to businesses who have been ineligible for support from other schemes.			
7	Financial implications: The funding amount is 5% of the total of the grants from the Small Business Grants Fund and the Retail, Hospitality and Leisure Grants Fund. This equates to £2.270 million for Plymouth City Council. This is fully funded by government. The cost of administering this scheme is currently being absorbed by the Council.			
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:
			X	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
		X		in the case of revenue projects when

				the decision involves entering into new commitments and/or making new savings in excess of £1 million
		X		is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
	If yes, date of publication of the notice in the Forward Plan of Key Decisions			
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:		This decision supports the Growing Plymouth theme by ensuring impact on the economy from the Covid19 lockdown is minimised.	
10	Please specify any direct environmental implications of the decision (carbon impact)		None directly arising from the recommendation from this report	

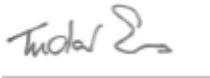
Urgent decisions

11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes	x	(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No		(If no, go to section 13a)
12a	Reason for urgency: Guidance from government was released on 26 th May with an expectation that the scheme will go live from 1 st June.			
12b	Scrutiny Chair Signature:	Councillor Darren Winter agreed by email.	Date	28/05/2020
	Scrutiny Committee name:	The Brexit, Infrastructure and Legislative Change and Overview and Scrutiny Committee		
	Print Name:	Councillor Darren Winter.		

Consultation

13a	Are any other Cabinet members' portfolios affected by the decision?	Yes	x	
		No		(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Mark Lowry (Cabinet Member for Finance)		
13c	Date Cabinet member consulted	28/05/2020		
14	Has any Cabinet member declared a	Yes		If yes, please discuss with the Monitoring

	conflict of interest in relation to the decision?	No	x	Officer				
15	Which Corporate Management Team member has been consulted?	Name		Andrew Hardingham				
		Job title		Service Director for Finance				
		Date consulted		28/05/2020				
Sign-off								
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)			DS12 20/21			
		Finance (mandatory)			akh.20.21.23			
		Legal (mandatory)			LS/34803/AC/28/05/20			
		Human Resources (if applicable)						
		Corporate property (if applicable)						
		Procurement (if applicable)						
Appendices								
17	Ref.	Title of appendix						
	A	Executive Decision Briefing Paper for Discretionary Business Grants.						
Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)				
		No	x					
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of							

Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)	Exemption Paragraph Number						
	1	2	3	4	5	6	7
Cabinet Member Signature							
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.						
Signature				Date of decision		28/05/2020	
Print Name		Tudor Evans OBE					