



Oversight and Governance

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

Please ask for Jamie Sheldon
T 01752 668000
E jamie.sheldon@plymouth.gov.uk
www.plymouth.gov.uk
Published 04 June 2021

CABINET – SUPPLEMENT PACK

Tuesday 8 June 2021
4.00 pm
Council House, Plymouth

Members:

Councillor Nick Kelly, Chair

Councillor Patrick Nicholson, Vice Chair

Councillors Mrs Bridgeman, Deacon, Downie, Drear, Mrs Pengelly and Riley.

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

Please find enclosed additional information relating to items 3, 8, 9, 10 and 11.

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

Cabinet

- 3. Minutes** **(Pages 1 - 20)**

To sign and confirm as a correct record the minutes of the meeting held on 09 March 2021.
- 8. Corporate Plan 2021 - 25** **(Pages 21 - 26)**
- 9. Commitments: 100 Day Plan** **(Pages 27 - 34)**
- 10. Capital and Revenue Outturn 2020 - 21** **(Pages 35 - 54)**
- 11. Equalities Working Group** **(Pages 55 - 60)**

Cabinet

Tuesday 9 March 2021

PRESENT:

Councillor Evans OBE, in the Chair.

Councillor P Smith, Vice Chair.

Councillors Haydon, Coker, Dann, Lowry, Penberthy, Jon Taylor, Laing and Kate Taylor.

The meeting started at 2.00 pm and finished at 19:03

Note: The full discussion can be viewed on the webcast of the City Council meeting at www.plymouth.gov.uk. At a future meeting, the Council will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.

110. **Declarations of Interest**

There were no declarations of interest made by Councillors, in accordance with the code of conduct.

111. **Minutes**

Cabinet agreed that the minutes of the meeting held on 9 February 2021 are confirmed as a correct record.

112. **Questions from the Public**

The following four questions were submitted to Cabinet:

<p>Question one submitted by Mr Gregg Black was answered by Councillor Pete Smith (Deputy Leader)</p>
--

<p>Question: In the first 2020 lockdown, local play parks, such as Lipson, were closed to the public. Why have they not been closed in this lockdown? I walked past Central Park play park by the life centre on Sunday 17th and there were about 70 families not social distancing and mixing.</p>
--

<p>Answer: Plymouth City Council's response to play areas is in line with the national lockdown guidance implemented by the government on 4 January 2021, which was to keep play areas open. In line with this, we have also put signs up to ensure people are following social distancing guidelines.</p>

The link to the government guidance is below:

<https://www.gov.uk/government/publications/covid-19-guidance-for-managing-playgroundsand-outdoor-gyms/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms#keyprinciples-for-the-safe-usage-of-playgrounds-and-outdoor-gyms>

during-covid-19
Question two submitted Mr James Knight was answered by Councillor Evans OBE (The Leader)
Question: The cost of the Gormley Statue has finally been revealed after many months of persons asking, why has the figure been released now, and are there any plans within the original funding to address the environment around the statue which is a mixture of concrete and flagstones?
Answer: The costs revealed in the Council report was the budget for the works in 2020/2021 and included a number of projects in that area including essential strengthening works to protect West Hoe Pier against damage from the sea. The Council signed a legal agreement with Sir Antony that it would not disclose the cost of Look II. This is common practice with art commissions, because the price of one piece of work can influence the value of other work by the same artist. Artists would think twice about doing business with the Council or The Box if they knew that we broke our promises about confidentiality. The Council is committed to being open about how it spends public money, and this is one of very few exceptions to that rule. The independent Information Commissioner's Office agreed in November 2020 that we have taken the right approach to this. The total cost of the sculpture has not been revealed and there are currently no plans to address the environment around the sculpture.
Question three submitted by Mr Paul Gulley was answered by Councillor Sally Haydon, Cabinet Member for Customer Focus and Community Safety
Question: The City Council has issued a number of Fixed Penalty Notice for obstruction under the Health Protection (Coronavirus, Restrictions) Regulations 2020 in November 2020. Please advise how many FPN were issued and of those collected a percentage of those that have been paid in full?
Answer: During November Plymouth City Council has served two Fixed Penalty Notices for obstruction. Payment not received. Legal proceedings are pending.

113. **Chair's Urgent Business**

There were no items of Chair's Urgent Business.

114. **Update from the Director of Public Health on COVID-19**

Ruth Harrell (Director of Public Health) provided an update on Covid-19 which included:

- (a) cases of Covid 19 had been reducing in Plymouth since the peak of the

wave which was around 19 January 2021, the rates were now approximately 30 per 100,000 in a week which had fallen from 330 per 100,000 when cases were calculated in January; the England average was currently 60 per 100,000 and the South West average was 33 per 100,000;

- (b) there were significant reductions in those admitted to hospital; the highest rates of cases tended to be in the younger working age population as many were out and about providing essential services during lockdown;
- (c) high rates of Covid 19 cases were apparent in Keyham, however cases in the Royal Navy showed up as Plymouth cases and this could be misleading; if cases developed on a ship when they would be in an isolated environment and there would be no exposure to the Plymouth residents;
- (d) the country had just passed the first milestone in opening up after the lockdown passed on 8 March 2021 – the ease of restriction dates were dependent on the data even though the roadmap had been set out. Key elements that were important over the next few months including vaccination, testing and following guidance;
- (e) the vaccination rollout was saving lives; nationally there was a reduction in deaths and hospitalisation in the over 80s and there was confidence that benefits would continue in all age-groups as the rollout continued;
- (f) testing was still being undertaken to ascertain if the vaccination was positively affecting the transmission of Covid-19 – it was highlighted that it may reduce transmission but wouldn't take the figure down to zero;
- (g) the vaccination programme in Plymouth was in full flow and approximately 40% of adults in Plymouth had received the first dose of the vaccine; 95% of older adults in Plymouth were expected to have received the vaccine;
- (h) a clinic was set up to vaccinate 260 homeless individuals; a community champions programme had been launched to ensure that accurate information on the vaccination was provided, to dispel myths and to try to enable people to attend vaccinations by reducing practical obstacles which may prevent from attending an appointment;
- (i) those that considered they were eligible for the covid vaccination however had not received a letter asking them to make an appointment were able to ring 119 or go to the NHS website to book an appointment;
- (j) lateral flow testing kits were available for people that didn't show symptoms however would still be able to spread the disease; these were rapid tests and results could be provided within 20 minutes to an hour; the Council had started a programme to facilitate testing and a pilot scheme was being undertaken in select locations;
- (k) it was imperative that guidance was followed whilst restrictions were being eased.

Members noted the update and thanked Ruth for the way in which she led the Covid 19 response as well as her team to keep the city safe.

115. **Update from the Chief Executive on Reset/Response**

Tracey Lee (Chief Executive) provided an update on Covid-19 Reset/ Response which included the following:

- (a) echoed the Cabinet's thanks to Ruth Harrell for her work in leading the Covid-19 pandemic response and highlighted that Public Health had led the response for over a year since the Council had been in emergency planning arrangements. These arrangements were still in place and an internal strategic and tactical lead was already set up to link in with the Local Resilience Forum;
- (b) the vast majority of services were open and were operating as normal – there were a small number of services that had remained closed or restricted in line with Government restrictions; the Government's roadmap had been published and the Council was planning for the re-opening of the city;
- (c) working with partners had been a real focus in the past twelve months and the Chief Executive offered her thanks to partners for their joined up approach in the response;
- (d) a priority for the council was the wellbeing of the workforce; there was continued recognition for the pressure that staff were under over the past 12 months and support services were in place if needed;
- (e) support services had been stood up, including community testing and Caring for Plymouth and support for those for people shielding or self isolating;
- (f) the Business Support Grant Scheme was a significant challenge in terms of administration, there were multiple schemes and a large amount of people involved in ensuring that the funding received from Government was going out as fast as possible;
- (g) thanks was offered to those supporting schools re-opening on Monday;
- (h) twenty applications had been received for the Community Champions project; this entailed working with people to get messages out about Covid-19, guidance and the rollout of the vaccine. Those wishing to volunteer were encouraged to contact the Council;
- (i) a virtual question and answer event relating to Covid-19 was scheduled for 13 April 2021 for residents of Plymouth; this was to be chaired by Tony Gravit from the Local Healthwatch – online registration was required;
- (j) plans for the elections were underway with objectives for them to be covid

safe and conducted in an open and transparent way whereby everyone who is eligible to vote is able to.

Tracey thanked employees, Councillors, residents, partners and businesses for pulling together over the past 12 months during the pandemic. The Leader thanked Tracey Lee for her incredible leadership during the pandemic for the city of Plymouth.

116. **Leader's Announcements**

Councillor Tudor Evans OBE (Leader) highlighted the following in his announcements:

- (a) he praised the way the city, its residents and its partners for how it has responded to the pandemic;
- (b) Plymouth was to become a Free Port; thanks were offered to Kevin McKenzie and Richard May who were instrumental in leading the bid. The Plymouth and South Devon free zone would create more than 1000 new jobs in the first two years and over 9000 jobs over the next 10 years;
- (c) the Council had invested over £9m in acquiring and refurbishing the property for the VOA's expanding workforce to safeguard and create hundreds of new jobs in the city; James Watt was thanked personally;
- (d) two floating pontoons were due to be installed in the sea within the designated swimming area near Tinside pool – they were funded by the Local Enterprise Partnership and would be a welcome addition to the Plymouth Sound National Marine Park;
- (e) Plymouth had successfully constructed a new £2.4m commercial employment scheme and secured occupiers for Haxter Court; it would meet the needs of new and expanding businesses within the city;
- (f) he ran through a brief presentation upon the work done in 2020/21 which included updates on:
 - the Council had big plans for the city in 2020 including Mayflower 400, The Box, £500m worth of development, £250m capital programme, new hotels and £100m of direct developments;
 - The Box was opened and was the biggest cultural attraction in the South West;
 - Anthony Gormley's statue Look 2 was installed on the seafront;
 - the Barcode started trading in the city in 2020;
 - Brewdog would be trading in Plymouth soon;
 - First ship launch in Plymouth with the Autonomous ship, was broadcast to 107m people worldwide;

- two new city centre hotels has been secured bringing back two out of use buildings in the city;
- Sail GP was the world's most exciting yacht race and would be a huge advertisement for the national marine park;
- Phoenix Wharf had been refurbished;
- Launched Smartsound and secured £1.8m in Plymouth Sound;
- submitted a bid to the horizon fund – for £10m to transform the opportunities in the marine park should Plymouth be successful;
- Forder Valley link road was underway and was important to opening up the north of the city for development;
- 2021 plans ahead included a £385m city centre investment programme, British Art Show moved to 2022, £500m development pipeline, National Maine Park works, new lighthouse lab developed through the Plymouth Science Park.

117. **Cabinet Member Update**

Cabinet Members provided updates as follows:

(a) Councillor Pete Smith (Deputy Leader) made the following announcements:

- the application for funding to the national leisure recovery fund had been approved – the grant oversight committee agreed to award Plymouth £543,000 of the fund;
- the Life Centre's gym and new changing rooms would be available from 12 April with the 50m pool and leisure pool opening at the end of April. Other facilities and activities would also begin to re-open in accordance with the Governments roadmap. Work on the diving pool was expected in June;
- other leisure facilities would be open in-line with the Government's guidance with the athletics track and all weather pitch from 29 March and indoor facilities at Brickfields and Plympton Swimming Pool from 12 April;
- outdoor pools at Tinside and Mount Wise would be open to the public from 1 May, this was a month earlier than usual;
- work had continued to finish the Mayflower 400 capital projects including the heritage trails, and the Elizabethan House; some trails

had been completed digitally and were available on the Plymouth Trails App; over 4000 users had registered to date;

- despite Covid 19 the events team worked hard to secure several events: the world's fastest sailing event, Sail GP was taking place in July and would bring approximately £20m into the economy, over 30,000 took part in virtual VE day celebration and the circus came to central park. The Council was committed to bringing back a full events programme this summer;
- a free to attend live outdoor performance of The Hatchling had been confirmed as part of the Mayflower 400 celebrations whereby a giant puppet of a dragon would roam the streets and take flight;
- Libraries – the council had been awarded funding from reading agency to deliver reading friends – they were linked up with Age UK to deliver this project;

(b) Councillor Kate Taylor (Cabinet Member for Health and Adult Social Care), made the following announcements:

- thousands more people had been added to the clinically extremely vulnerable list; the Caring for Plymouth team had contacted all of those people to provide information and support;
- there had been a change in care home visiting regulations – residents in care homes were now able to have an additional visitor; this would make a huge difference to residents and their families;
- with regards to care homes in the city – 9 older people care homes, 2 under 65 care homes, 1 supported living setting and 1 extra living facility were coming towards the end of their 28 day outbreak period; the Council would continue to offer support to care providers;
- she offered her thanks and that of Cabinet, to the teams across the city and the council and public health that were working together to keep the city's most vulnerable people safe;

(c) Councillor Sue Dann (Cabinet Member for Environment and Street Scene) made the following announcements:

- work had started to cleanse the A38 – this was having to be done at night. Even though in lockdown the amount of traffic was too great so it couldn't be done in the day. The safety of staff was paramount;

- Councillor Lowry said for every new direct debit we got for council tax this year we would plant a tree – approximately £25,000 of money to be used in next year's planting programme to plant trees;
- a short film was to show to highlight the Council's green vision;

(d) Councillor Sally Haydon (Cabinet Member for customer focus and community safety) made the following announcements:

- the Council's customer services remained fully available throughout the pandemic online and in the contact centre;
- the public protection service were focused on protecting the public from harm and worked with public health to manage the public health response;
- the environmental protection team had issued 175 fixed penalty notices per month for dropping litter and had done increased work on keeping dogs under control in parks and keeping parks clear of dog mess;
- bereavement services continued working through the pandemic in line with government guidelines; fewer people were able to attend services therefore the Council offered free webcasting of services;
- the new crematorium would create 2 flexible ceremony rooms with car parking, modern office facilities, installation of new equipment, reduced emissions and carbon footprint and make sure the capacity for new demand could be met;

(e) Councillor Jon Taylor (Cabinet Member for Education, Transformation and Skills) made the following announcements:

- he offered his thanks to the education staff across the city and council officers as well as parents and children for engaging in testing and working to follow guidelines;
- the Winter Grant Scheme had been extended until 16 April so there would be additional funding to provide support over the Easter Holidays; vouchers would be provided. Aldi had been added to the scheme;
- the Government had made changes to the pupil premium scheme whereby they changed the date for calculating how many children were eligible. The cut off was moved to October which meant schools were denied the opportunity to include children who became eligible at the end of last year.

Under this item Councillor Evans OBE thanked the Cabinet for their hard work and commitment during the pandemic.

118. **Completed Pledges**

Councillor Mark Lowry (Cabinet Member for Finance) presented the Completed Pledges to Cabinet -

The administration continued with its four year programme to deliver against the 100 pledges, by March 22, for a better, greener and fairer Plymouth. Following the completion of pledges 5, 8 and 48 in February, the total number of pledges completed was 86 of the 100.

A pledge on a page had been completed for:

- (a) Pledge 5: We will continue to invest in science and innovation by supporting the growth of the Plymouth Science Park - the largest in southern England.
- (b) Pledge 8: To support Plymouth's ever-growing tourism industry and to capitalise on the legacy of Mayflower 2020, we will attract more high-quality hotels to open in the city.
- (c) Pledge 48: We will look to provide support for care leavers up to the age of 25, ensuring that the City Council plays its part in supporting young people leaving care, including guaranteeing a work placement with the City Council to help them start their working lives.

Cabinet noted the completion of pledges 5, 8 and 48 in February 2021, bringing the total number of completed pledges to 86.

119. **Resurgam**

David Draffan (Service Director for Economic Development) gave a presentation on Resurgam –

- (a) Emergency business support had worked collaboratively with The Chamber, FSB and PMG and provided 11 months of emergency business support. Delivered 13 different grant schemes, distributed £69 million with a further £5 million approved for payment; 12,551 businesses have been supported
- (b) Plymouth pioneered automated payments, businesses who had set up initially would get an automated payments as lockdown restrictions continued.
- (c) Plymouth has supported many of Plymouths largest employers and undertaken extensive lobbying. There had continued to be concerns about economic long COVID.
- (d) Building 4 Plymouth, Plymouth had used its Capital programme and the projects delivered to drive local procurement construction jobs. For Oceansgate 91.9% of the spend was within Devon and Cornwall.

- (e) Forder Valley Link Road had a total scheme value of £52.8m and would unlock major growth to the north of the city. Local employment for the project was currently 85%; 58% has been spent locally; 77% of the Labour had been sourced within 40 miles; 100% of construction waste had been diverted from landfill.
- (f) City Centre Renaissance; £12m had been sourced from the Future High Streets fund for the Civic Centre and Guildhall; initiatives such as Geddon Plymouth and Shop 4 Plymouth; a Reopening campaign for the 12th April; Two City Centre hotels had been completed in lockdown; New retail including Cineworld, Hugo Boss, B&M, German Doner Kebab, Brewdog & more; £30 million health hub at Colin Campbell Court; £50m Barcode development; £80m Brunel Plaza Development; £50m Box development.
- (g) Plymouth City Council were spending locally to protect jobs, 60% of Council spend so far this year with local suppliers in PL postcodes, this a 12% increase in 9 months. Suppliers have committed £460,000 of Social value benefits to the City.
- (h) Skills 4 Plymouth had been supporting our young people and those that want to reskill, particularly in defence sector as well as Health. 9000 unique users visited the Skills Launch Pad for help, support and guidance; a new start campaign launched with over 90 self referrals in two week; a new physical home for SLP in Barclays Plymouth City Centre would go live post 12th April.
- (i) Plymouth had secured a Freeport which would create 9000 jobs over the next 10 years; Plymouth had launched Ocean Futures to enable partners to focus on Marine Autonomy, digital Ocean technologies and Net Zero Marine; Greener homes and buildings; sustainable transport investments in walking, cycling, hydrogen and fuel generation.

Cabinet noted the update

120. **Waterfront Business Improvement District (BID) Renewal**

Councillor Pete Smith (Deputy Leader) presented this report to Cabinet -

- (a) Summarised the principles and themes of the draft Waterfront BID3 Business Plan 2022-2027
- (b) Set out Plymouth City Council's support for the renewal of the Plymouth Waterfront Partnership (PWP) Business Improvement District (BID) for Plymouth's Waterfront.
- (c) Defined the Council's financial and other support for PWP's Waterfront BID3 (2022-27) as well as a commitment to establish baseline agreements for the Council's existing services within the BID area.

Cabinet agreed to:

- I. Endorse the principles and overall approach of the draft Waterfront Business Plan

- 2022-2027 as set out in this report.
2. Note the City Council's existing and new commitments to secure financial, match and in kind contributions and continued commitment to support the Waterfront BID at existing levels through the proposed BID Contract for the provision of services within the Waterfront Business Improvement District area.
 3. Authorise the Chief Executive to instruct a Ballot Holder to undertake a ballot of appropriate businesses within the Waterfront Business Improvement District area, at the Council's cost
 4. Delegate to the Strategic Director for Place authority to vote on behalf of the City Council in the Waterfront Business Improvement District ballot.
 5. Delegates to the Strategic Director for Place authority to approve the Waterfront Business District Contract provided that it accords with the general principles set out in this report.
 6. Invite the Brexit, Infrastructure and Legislative Change OSC to consider the Business Improvement District proposals and requests the Committee to insert into their work programme a review of the Business Improvement District proposals and Business Plan with a view to making a recommendation to the City Council regarding exercising its power of veto.

121. **Culture Plan - a place-based culture strategy for Plymouth 2021-2030**

Councillor Tudor Evans OBE (Leader) and was supported by Hannah Harris.

A place based culture strategy which would takeover from 'The Vital Spark' strategy ran until 2020. This new strategy would run from 2021 to 2030.

Plymouth City Council had commissioned arts development companies and audience agencies to work with Plymouth which explored data capture to understand the scale and impact of the Sector. Due to the impact of COVID and subsequent lockdown the strategy was paused to reflect on the appropriateness on developing a long term plan, whilst companies and individuals had been in crisis. The feedback however had been to accelerate progress, the positive of the first lockdown had been to allow the team to stop and reflect and plan this strategy thoroughly looking to the future.

Work had been completed to understand the value of the sector to Plymouth; £34 million spent in Plymouth from visitors; 74% of visitors had been attracted to Plymouth because of its history and heritage; £50 million had been invested in arts and culture in Plymouth in the last five years; £4 million in income has been generated from grass roots music venues; 95 opportunities had been created every week for young people by non-profit cultural organisations in Plymouth; 2,130 jobs had been supported by businesses and organisations in Plymouth; 1 million people go to events organised by creative and cultural organisations in Plymouth every year; 1,200 performance workshops and events had been hosted every year by non-profit cultural organisations in Plymouth; 31,117 musicians played at 2,829 events organised by grass root music venues which were attended by 294,216 people every year.

The consultation process had held 40 1:1 stakeholder interviews from the culture sector and beyond in order to have a sense of what Plymouth unique offer is, what the strategy would be and how Plymouth would position itself moving forward.

Thematics had been tested within focus group consultation workshops and the vision was refined subsequent to those workshops. A few individual groups were less represented and were engaged with through a number of partner organisations such as Marjons University, Beyond Face, Funky Llama, Plymouth and Devon Freelance Task Force and the Barbican Theatres ReBels young people group.

A survey to evaluate the impact of COVID had been undertaken to understand the impact and what Plymouth would be losing from the sector as well as evaluating what Plymouth would gain.

The vision for this strategy was to form Plymouth into a magnet city attracting artists, creatives and social activists. Our City's appeal is characterised by Plymouth's commitment to people and planet which had been evidenced by the cultural offer it reflects by including and valuing our diverse communities.

It's this vision's ambition to:

- (a) Use Plymouth's unique landscape to present culture in unusual spaces, to allow people to enjoy Plymouth's unique assets making use of the waterfront, green spaces and urban environment.
- (b) For culture to be for everyone every day and to be visible and accessible
- (c) Build a co-creation model to progress the cultural offer and to engage audiences in a different way
- (d) To provide future jobs and to make use of the physical assets already within the City
- (e) Achieve equitable activity to build an inclusive sector and City

There are five programmes of work:

1. Our city is our venue; to look at the City's infrastructure to ensure culture can happen, whether this is through installation of Wi-Fi, creating designated zones for culture and performance, creating spaces where there is light of electricity, having under cover spaces or opening up spaces.
2. To create a programme for a year of culture and activity and to make this visible and accessible.
3. To be an economic driver for jobs
4. Creating community clusters where other services can't get to

5. To be able to explain to people through data the impact that the sector has on the City

Cabinet members agreed to -

1. Adopt the Culture Plan, subject to recommendations made in the forthcoming scrutiny meeting on 10 March 2021.
2. Mandate Plymouth Culture to develop a two year implementation plan, supported by city stakeholders.

122. **iMayflower**

Tracy Beeck (Project Manager) presented the iMayflower item to Cabinet -

iMayflower was a project aimed at delivering economic growth whilst celebrating and highlighting Plymouth's cultural assets in order to showcase Plymouth as a place to live, visit, work and study. iMayflower supports businesses to start up, find funding and use world class facilities.

The focus of the project was on immersive technology and digital fabrication which was supported by key assets such as The Dome, Plymouth College of Art and the immersive digital and tech labs at Plymouth University.

The contract for this project started in April 2019 and had been due to conclude in 2022. Funding for the project had been made available from the Department for Culture Media and Sport. Plymouth was funded £3.5 million from the Cultural Development Fund.

Project strands had included Illuminate. iMayflower links into various large scale cultural events which inspired and enriched the city.

Start-up weekends sponsored by Google had encouraged entrepreneurship. The mentorship would lead to a combination of activities which will lead in creating new industry start-ups and create growth in existing companies. The overall aim is the creation of high quality sustainable growth in a high growth industry and to develop exciting new intellectual property to enhance reputation.

The Department for Culture, Media and Sport had provided additional funding which would extend the project by 6 months to September 2022.

Cabinet noted the report.

123. **Future High Street Fund**

Councillor Mark Lowry (Cabinet Member for Finance) introduced the Future High Street Fund item –

Plymouth had been given a decision in principle from the Future High Street Fund of £12 million which is expected to be received at the end of March. The project would include new events facilities, a creative hub, commercial space and 144 new apartments.

The Guildhall would be allocated £4 million to update and modernise the building to allow Plymouth to host more events with much improved facilities; significant investments would be allocated in the historic civic square.

This investment is likely to create a large footfall for the city and aimed to create 46,000 extra visitors and 25,000 hotel nights; bringing in £5 million a year; 300 permanent jobs and the creation of 300 construction jobs.

The Civic Centre would have 144 homes; the north block and basement would be converted to provide conferences; first floor would be allocated for smaller meeting and break out rooms and the ground floor would be allocated for larger conference rooms; the basement would become a large auditorium seating 600-800 delegates of different functions; the south block would have a range of commercial space which would work well alongside the conference offer including office space, leisure and restaurant usage.

The Guildhall would have a range of improvements in order to make the facility more accessible. The building will be modernised to provide high quality facilities on offer to residents and people using the facilities. Improvement include:

1. Improving the main entrance
2. Refurbishing the existing lifts
3. Making the reception area more welcoming and to have a more usable space
4. Improving access, the lighting and sound system, improving the toilets and bar area to the Drake room
5. Improving the lighting, sound systems, seating, staging and installing a new commercial kitchen to the Great Hall and first floor.
6. Second floor improvements to meeting rooms and office space

The Civic Square was still in the design process, but Plymouth City Council recognise it as a fundamental part in the High Street Fund Scheme as it provided a link between the two buildings and would provide a setting for City Centre functions and events. It was recognised that many of the original features had become worn and alterations had been made.

Further consultation with the general public would take place regarding the square and further planning applications will be submitted in relation to the conference and events facilities as well as the lower parts of the Civic Tower and basement.

It was noted that work on the redevelopments would start in 2022 with the Guildhall having a completion date of 2023 and the tower of 2024.

Cabinet members agreed -

1. The virement from Civic Centre to the Guildhall of £2.45m funding previously allocated within the Capital Programme.

2. To accept grant funding of £12,046,873 that is expected to be awarded by the Future High Streets Fund.
3. To allocate an additional £12,046,873 for the projects to the Capital Programme, if the funding was received from the Future High Streets Fund.
4. That all decisions to enter into all construction, demolition, funding and other relevant contracts associated with the Civic Centre and Guildhall projects (including, *inter alia*, a funding agreement with Urban Splash) was delegated to the Strategic Director for Place

124. **Brexit Scrutiny (Fishing) Recommendations**

Councillor Darren Winter and Kevin McKenzie (Policy and Intelligence Advisor) presented this item.

Councillor Winter presented a video with extracts from fishermen sharing their concerns around the UK's exit from the EU and Customs Union and how there had been gaps in the government's strategy which had impacted fishermen and exporters.

Concerns included:

- There would be a 5% difference in exporting to the continent, however it was proposed that there would be a quota improvement to offset this difference, this hasn't materialised and the government has traded this away.
- The Norwegian style deal doesn't allow EU vessels in their waters until quota shares had been organised. The UK no longer had that leverage.
- Supermarkets were not supporting British fishermen and weren't pushing British produce.
- We need a smooth throughput, currently there was an additional 1000 miles to the Journey to get product to market.
- There had been extra costs to exporters such as additional container rentals; additional mileage; additional driver hours; re-arranging logistics; additional veterinary costs; additional admin and operational costs; loss of sales; additional costs in freezing fish; loss of cells. The seafood disruption support scheme requires an invoice to be raised to claim funds.

Cabinet members agreed unanimously to call on the government to recognise: -

That the Trade and Cooperation agreement fails to deliver on the promises that were made to British fishermen, and, that insufficient effort was made by ministers to prepare for foreseeable problems that would accompany the UK's departure from the single market and customs union at the end of the Brexit transition period.

Government is asked to: -

A/ UK territorial waters

- Consider regulatory measures based on scientific evidence that will help

protect the interests of the UK inshore fleet.

- Continue to seek a fairer share of the quota in the western channel for Cod, Haddock and Sole that are important to the South West fleet.

B/

Extend the scope and duration of the compensation scheme to fully cover

- the cost of the additional burdens placed on the fishing industry until at least 1st April 2022;
- Lead on the integration and digitalisation of regulatory data systems so that data can be shared electronically with industry to support exports; and
- Negotiate facilitation measures based on common or equivalent animal health and food safety standards to reduce the frequency of physical checks and extend the use of electronic certification.

C/ Support local fishing communities

Utilise the crown procurement service and public sector purchasing power

- to stimulate the domestic market for seafood and support schemes to get fresh locally caught fish to consumers;
- Ensure the voice of coastal communities with a stake in the industry is heard by giving local authorities a statutory role in developing fisheries management plans; and,
- Invest in the workforce of the future by establishing suitable apprenticeship schemes; and,
- Provide funds to upgrade the infrastructure the industry depends on, the quays and auctions, whether they are in private or public ownership.

That Cabinet agreed to:

D/ Measures we can promote as a regional response or take independently

Work with Brittany Ferries, Associated British Ports and our partners

- across the South West peninsula, and in Brittany and Finisterre to secure the Plymouth/Roscoff trade route;
- Maintain a direct sales market with support for branding and selling of locally caught fish and work with CATERed to put fish on school meals menus.
- Continue to work with the industry locally, to improve the facilities at Sutton Harbour including a wet fish sales outlet, and to promote marine safety.

125. **Brexit (Border Issues)**

Kevin McKenzie, Policy and Intelligence Advisor presented this item to Cabinet -

- Cabinet had been provided with regular updates about our state of Brexit preparedness. These reports have had a specific focus on the potential impacts that could arise at our port, not only because we are the Port Health Authority but also

because of the importance of the Plymouth to Roscoff trade route to the sub regional economy.

- Following the end of the Brexit transition period the UK Border Operating Model came into force on the 1st January 2021. The impact on us as a Port Health Authority has to date been minimal due to early decision of Brittany Ferries to suspend the ferry service. There had however been significant economic disruption across a number of industrial sectors.
- The government had suggested that this disruption could be characterised as teething problems as industry comes to terms with our new trading relationship with the EU. The reality was that many of the problems were in fact a direct consequence of us leaving the Single Market and Customs Union, which not only could have been foreseen but which were specifically drawn to the attention of ministers by the Leader of the Council.
- In December 2020 we reported to Cabinet that our survey of local business readiness revealed that 20% of respondents exported to the EU and that whilst 75% understood that the Border Operating Model would affect their trade with the EU only 8% felt well prepared for the end of the transition period. Through the Chamber of Commerce we were also aware that there was a feeling that many companies did not appreciate that these changes would be implemented whether or not we secured a trade agreement with the EU.
- The impact of the changes on sectors like the shell fishing industry has been well documented and the Government have suggested that this is the result of a change of policy by the EU. In fact the Government was aware that the rules would apply permanently once the transition period ended and the Secretary of State acknowledged that fact in a letter sent on 10 December 2020. It is less well known that these rules also affect other products of animal origin used in food manufacture.

Cabinet agreed to -

1. Work closely with Associated British Ports with the aim of Plymouth being among the first local authorities to host a designated Border Control Post.
2. Work on the South West logistic hub and consider the potential for it to be aligned to our Freeport.

126. **Family Hubs**

Councillor Jemima Laing (Cabinet Member for Children and Young People) and Emma Crowther (Strategic Commissioning Manager) introduced the report on Family Hubs to Cabinet -

The case for change described our overarching ambition and plan to transform the Early Help and Targeted Support offer for a generation of children, young people and families in Plymouth, to give our children the best possible start in life.

This would build on areas of integrated working which were already taking shape to better support families, including co-commissioned approaches to Community Health, Wellbeing and SEND and embedding community maternity services into Children's Centres.

The paper recommends a course of action to create 0-19 Family Hubs and drive forward the work to transform the Early Help system in Plymouth. The report was fully informed by feedback obtained through consultation with young people, families and practitioners across Plymouth. This told us that the current system was fragmented and difficult to navigate for families and practitioners, and does not maximise opportunities to help families earlier.

This Proposal would allow Plymouth to work together in a joined up system, it proposed an innovative partnership to bring all Local Authority and commissioned resources together to design the future with our local partners. It would give freedom over the next 10 years to innovate and to take a leap of faith on some projects and really embed change with children young people and families which is at the heart of everything that we have done.

Advised that Plymouth was proposing a different way of organising a very diverse group of services that offer support to families in need. Plymouth City Council's in-house and commissioned services represents £7.5 million a year in the city. Plymouth had chosen the innovative partnership model as it allowed Plymouth to work in a creative way with partners to build on the positives going on in the city, but also critically to design services for the future. This proposal would allow Plymouth to solve issues together and create new ideas.

Cabinet agreed to -

1. Approve the direction of travel of the Case for Change
2. Approve the use of an Innovative Partnership procurement procedure to select a partner or partners to work with Plymouth City Council to transform Early Help in the city through the creation of 0-19 Family Hubs;
3. Delegate authority to the Strategic Director for People and the Director of Children's Services to award a ten year collaborative contract ("Early Help Innovative Partnership") to the successful tenderer.

127. **Community Empowerment Programme: Working together for a Fairer, Greener, Healthier Plymouth**

Councillor Chris Penberthy (Cabinet Member for Housing and Co-operative Development) introduced the Community Empowerment item –

Community Empowerment referred to the process of enabling communities to increase control over their lives. Plymouth City Council was committed to supporting local communities to do things for themselves, and to make their voices heard in shaping the services they use and the places they live.

The next phase of the Community Empowerment Programme was to build on the success it had already implemented to lead a strategic Council wide approach to empower residents and businesses. The five themes were; Community engagement, building resilient communities, supporting and developing the voluntary community sector, Co-operatives and social enterprises, helping people to do their bit to volunteer and the culture change in leadership to underpin this to enable it to happen.

All of this has been supported by a detailed action plan, delivered by resources already in the City. Making it clear to officers, partners and communities in detailing how the council will engage.

Cabinet agreed to -

1. Endorse the Council's renewed approach to engagement and the principles that will be set out within it.
2. Approve the Community Empowerment Action Plan 2021.

This page is intentionally left blank

Cabinet



Date of meeting:	08 June 2021
Title of Report:	Corporate Plan 2021-2025: Key messages
Lead Member:	Councillor Nick Kelly (Leader)
Lead Strategic Director:	Tracey Lee (Chief Executive)
Author:	Giles Perritt (Assistant Chief Executive)
Contact Email:	giles.perritt@plymouth.gov.uk
Your Reference:	
Key Decision:	Yes
Confidentiality:	Part I - Official

Purpose of Report

The aim of the revised Corporate Plan 2021-2025, which will be presented to the Council on 14 June 2021 is to reflect the new Administration's vision for the city and the Council, and to reframe the Council's mission, values and priorities to support this. In addition, following fifteen months of unprecedented challenges created both nationally and locally by the COVID-19 pandemic there is an opportunity to reintegrate response and recovery activities into the Corporate Plan and the Council's associated delivery plans and governance arrangements.

This report identifies the priorities that will be reflected in the revised plan when the Council's approval is sought.

Recommendations and Reasons

That Cabinet:

1. Endorses the priorities and issues summarised in this report, and agrees that they will form the basis of the revised Corporate Plan 2021-2025
2. Agrees that the priorities adopted as part of the Council's recovery and renewal framework are reflected in the revised Corporate Plan and associated delivery plans
3. Integrates the role of the Reset Board into its day to day business, ensuring that the Council's continuing response to and recovery from the COVID-19 pandemic receives appropriate political leadership

Maintaining consistency with the Council and city's overarching vision and values, first adopted in 2013 and spanning several administrations is an important part of the strategic leadership of the Council. There is, however an opportunity to revise the plan to reflect the experience of delivery over the last three years, to address the challenges presented by the COVID-19 pandemic and to reflect the new administration's priorities and approach.

Alternative options considered and rejected

Retaining the existing Corporate Plan 2018-2022 for its remaining year would prevent the opportunities outlined above being reflected in a revised plan.

Relevance to the Corporate Plan and/or the Plymouth Plan

The Corporate Plan 2021-2025 will replace the current Corporate Plan adopted in June 2018 and will continue to reinforce the Council's contribution to the Plymouth Plan

Implications for the Medium Term Financial Plan and Resource Implications:

The Corporate Plan sets out the strategic direction and necessary focus for the Council and will continue to be the driver for future resource allocation. The medium term financial plan will reflect the priorities set out in the plan as it is further developed.

Carbon Footprint (Environmental) Implications:

Environmental sustainability is a key driver of the corporate plan and will be reinforced by the revised priorities.

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.*

The corporate plan will recommit the Council to promoting a friendly, welcoming city with reduced health inequalities which puts citizens at the heart of decision making.

We have given due regard to our statutory duties under the Equality Act 2010 and the Public Sector Equality Duty.

Our City vision spells out our ambition to ensure an outstanding quality of life enjoyed by everyone and our values commit us to treat everyone with respect and to champion fairness.

Our priorities to ensure we are a friendly welcoming city and that people feel safe, respond to our Public Sector Equality Duty to promote equality, tackled discrimination and promote good relations between people from different backgrounds.

An Equality Impact Assessment will be published before the Council decision is taken to adopt the revised Corporate Plan.

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	Briefing report							

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)						
	1	2	3	4	5	6	7

Sign off:

Fin	djn.2 1.22. 15	Leg	It/367 70/0 8062 1	Mon Off		HR		Asset s		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: 03/06/2021											
Cabinet Member approval: Cllr Nick Kelly (Leader)											
Date approved: 03/06/2021											

Appendix A: Briefing report

Introduction

The Council first adopted the 'Plan on a page' format for our Corporate Plan in July 2013. The approach, which has been maintained by successive administrations of the Council since then serves to:

- Set out the City and the Council's vision
- Highlight the fact that we are a values-led organisation
- Demonstrate a strong focus on delivery
- Provide a clear strategic framework to inform business and service planning

The aim of the revised Corporate Plan 2021-2025, which will be presented to the Council at its meeting of 14 June 2021 is to reflect the new Administration's vision for the City and the Council, reset the Council's mission in its response to and recovery from the COVID-19 pandemic and state the Council's priorities for delivery.

City Vision

The Council retains and re-endorses the city vision, as one of Europe's most vibrant waterfront cities, where an outstanding quality of life is enjoyed by everyone.

Mission

The revised Mission recognises the major task of recovery from the widespread impacts of the COVID-19 pandemic, but also the opportunity to learn from the city's response and build on the positive work that communities, businesses and partners have done to support a more resilient and sustainable future.

Values

The Council's values have been refreshed to place more emphasis on listening to and engaging with residents, businesses and communities in the design and delivery of services, consultation over changes and taking responsibility for the impact of our actions both on others and on the environment.

Priorities

The Cabinet adopted six areas of focus in May 2020 as part of the Council's recovery and renewal framework:

- Restating the Council's vision and values
- Supporting the economy
- Minimising inequalities and supporting individuals and communities
- Delivery of council services
- Responding to the climate emergency
- Managing the Council's finances

The Corporate Plan 2021-25 and its associated delivery plans will encompass these areas of focus and ensure that recovery and renewal are 'built into' the Council's planning and delivery framework over the next four years.

Revised headings have been created for the Council's priorities covering the city's built environment, economy, cultural life and the health, safety and wellbeing of its communities.

Changes to organisational priorities emphasise the importance of the quality of services, providing value for money and taking account of the views of recipients of our services.

OUR PLAN

YOUR CITY, YOUR COUNCIL



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 To build back better and make Plymouth a great place to live, work and visit.

OUR VALUES we are:

DEMOCRATIC

Plymouth is a place where people can have their say about what is important to them and where they are empowered to make change happen.

RESPONSIBLE

We take responsibility for our actions, we are accountable for their impact on others and the environment and expect others to do the same.

FAIR

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

COLLABORATIVE

We will provide strong community leadership, working with residents, communities and businesses to deliver our common ambition.

OUR PRIORITIES

UNLOCKING THE CITY'S POTENTIAL

- A clean and tidy city
- A green, sustainable city that cares about the environment
- Offer a wide range of homes
- A vibrant economy, developing quality jobs and skills
- An exciting, cultural and creative place
- Create a varied, efficient, sustainable transport network

CARING FOR PEOPLE AND COMMUNITIES

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

DELIVERING ON OUR COMMITMENTS BY:

Empowering our people to deliver

Providing a quality service to get the basics right first time

Engaging with and listening to our residents, businesses and communities

Providing value for money

Championing Plymouth regionally and nationally

This page is intentionally left blank

Cabinet



Date of meeting:	08 June 2021
Title of Report:	The new Administration's commitments: First 100 day plan
Lead Member:	Councillor Nick Kelly (Leader)
Lead Strategic Director:	Tracey Lee (Chief Executive)
Author:	Giles Perritt (Assistant Chief Executive)
Contact Email:	giles.perritt@plymouth.gov.uk
Your Reference:	
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

At the Council's Annual General Meeting on 21 May 2021, Cllr Nick Kelly was elected Leader of Plymouth City Council. The Conservative Administration has identified 86 commitments to Build Back Better in Plymouth. This report sets out at Appendix A actions in respect of 22 of these commitments that will be undertaken during the first 100 days of the new administration.

Recommendations and Reasons

That Cabinet:

1. Agrees and endorses the actions set out in Appendix A as a programme of activity in the first 100 days of the new Administration
2. Notes that where delegated decisions are required to implement actions, that these will be taken in accordance with the Council's constitution

The Leader and Cabinet wish to demonstrate delivery at pace against the Administration's commitments to improvements across a range of services which are important to residents, visitors and businesses.

Alternative options considered and rejected

Not to produce a plan. Without the formal agreement and publication of a defined set of actions within the first 100 days, there is a risk of slippage against commitments and a lack of transparency.

Relevance to the Corporate Plan and/or the Plymouth Plan

The commitments set out at Appendix A relate to the revised priorities set out in the draft Corporate Plan which is recommended for adoption by the Council on 14 June 2021

Implications for the Medium Term Financial Plan and Resource Implications:

Most commitments will be delivered from within existing revenue and capital resources. Where there are new resource implications, decisions will be made about allocation of resources in line with the Council's decision making procedures. Where delegated decisions are required in order to implement

specific commitments, financial implications will be set out as part of the decision making process in accordance with the Council's constitution.

Carbon Footprint (Environmental) Implications:

Environmental sustainability is a key priority of the new administration, and the waste management, recycling and traffic management commitments are specifically aimed at reducing the city's carbon footprint.

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.*

The commitments within the first 100 day plan make specific contributions to community safety, inclusion, community engagement, increased support for the vulnerable and improved educational standards for children and young people.

We have given due regard to our statutory duties under the Equality Act 2010 and the Public Sector Equality Duty.

The commitment to fast track applications to the blue badge scheme, disabled facility grants and parking spaces for those with terminal illness will have a positive impact on people with disabilities. Securing a sustainable funding settlement for Adult Social Care will contribute to better outcomes for people with disabilities and the agenda to empower local people has the potential to contribute to better outcomes for communities sharing protected characteristics.

Over the coming months as we move to deliver the priority commitments of the Administration, Equality Impacts Assessment will be carried out, where required by service leads for each the priority areas set out in the first 100 days plan.

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	Schedule of commitments							

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	djn.2 1.22. 16	Leg	It/367 70/0 8062 1	Mon Off		HR		Asset s		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: 03/06/2021

Cabinet Member approval: Councillor Nick Kelly (Leader)

Date approved: 03/06/2021

This page is intentionally left blank

Ref	Commitment	Lead Strategic Director	Lead Service Director	Cabinet Member	Action
3	We will fast track applications for Blue Badges, disabled facilities grants and disabled parking spaces for those with terminal illness	Craig McArdle	Matt Garrett	Cllr Patrick Nicholson Cllr Jonathan Drean	<ol style="list-style-type: none"> 1. Blue badge scheme: a rapid review and refresh of existing policy and process will be undertaken during June 2021, and updated information to the public accompanied by promotion of the revised scheme will take place during July 2021 2. Our current Independent living policy will be reviewed with a focus on Disabled Facilities Grants – information to potential applicants will be updated and promoted widely during July 2021 3. Existing policy related to provision of parking spaces and will be amended to accommodate terminal illness during June 2021
4	We will continue to lobby the Government to put in place a sustainable funding settlement for Adult Social Care, to include increased funding to support carers and those living independently with disabilities. We will also seek a fair distribution of national Public Health resources for Plymouth	Craig McArdle / Ruth Harrell	Gary Walbridge / Sarah Lees	Cllr Patrick Nicholson	The Council's current 'ask' of Government with respect to Adult Social Care and Public Health funding will be reviewed and updated during June and July 2021, and we will enlist the help of our MPs to support our request to the Government.
5	We will increase our consultation with local communities and look to devolve more power to local people so they feel empowered and have a greater input in determining their priorities. We recognise that family values and personal responsibility strengthen local communities so we will listen more and act accordingly	Craig McArdle / Ruth Harrell	Rachel Silcock	Cllr Nick Kelly Cllr Vivien Pengelly	<p>Using our Engagement Framework plan, we will launch a 'Summer of Community Conversations'. Initial priorities will include:</p> <ul style="list-style-type: none"> • Homelessness (in partnership with the voluntary and community sector) • Violence against women and girls • Healthy Communities Together (tackling social isolation) • City centre health and wellbeing hub <p>Leader's listening events will include a citywide residents' survey, and a business sector round table</p>
7	Plymouth is Britain's Ocean City so we will invest in maritime facilities allowing more people to benefit from our coastal waters and making accessing the sea easier	Anthony Payne	Patrick Knight	Cllr Jonathan Drean Cllr Maddi Bridgeman	Priority will be given to opening swimming platforms in Plymouth Sound over the summer, and the promotion of the city's public slipways
13	We will increase enforcement against anti-social behaviour. This will include fly tipping, dog fouling, littering and graffiti.	Ruth Harrell	Nicola Horne	Cllr John Riley	<ol style="list-style-type: none"> 1. Fly tipping: new CCTV equipment will be available and in use from 1 July 2021 to support evidence collection. Evidence collection from fly tipped waste will recommence at the end of June 2021 (in line with lifting of restrictions) 2. Dog fouling: uniformed and plain-clothed patrols will be increased as additional staff become available over the summer, increasing the number of Fixed Penalty Notices issued for these offences. 3. Graffiti: Coordinated cross council and partner approach to be developed to enforcement and prevention during June and July 2021.
14	We will introduce more CCTV cameras to deter crime but also identify offenders and prosecute to create safer communities for our residents.	Anthony Payne / Craig McArdle	Mike Artherton / Matt Garrett	Cllr John Riley	<ol style="list-style-type: none"> 1. Ten rapidly deployable CCTV cameras will be used to target hotspots, with a further three being delivered and deployed in the next few weeks. 2. Further discussions with the Police and Crime Commissioner will take place over the summer to agree additional cameras to be made available and deployed in collaboration with the police as part of a citywide review of CCTV provision. This will include upgrading existing equipment from analogue to digital to improve evidence collection and the identification of offenders.

Ref	Commitment	Lead Strategic Director	Lead Service Director	Cabinet Member	Action
21	We believe education is key to life opportunities. Sadly standards at Plymouth's schools have declined. This is unacceptable. Plymouth continues to be below the national average for all stages, Early years, and Primary and Secondary educational attainment. To reverse this decline we will focus on supporting the Plymouth Education Board to drive up educational attainment because our children deserve to attend a Good or Outstanding schools	Alison Botham	Ming Zhang	Cllr Dave Downie	The Cabinet will consider a new Government funding package and plan of action in collaboration with the Plymouth Education Board in July 2021
22	We will support the policy of not fining parents for unauthorised absence of up to 11 sessions allowing families to take a one-week holiday during term time without penalty. Family time is important	Alison Botham	Ming Zhang	Cllr Dave Downie	We will publish the Attendance Policy and associated code of conduct, confirm at the Plymouth Education Board and make sure the policy is communicated through schools and formally announced by the Cabinet in July 2021
24	We welcome the Government's increase in the Dedicated Schools Grant of £8.16m which increases school funding to £178m in 2021/22. This will see a significant increase of resources per pupil in the city's schools	Alison Botham	Ming Zhang	Cllr Dave Downie	We will publicise the increase per pupil that Plymouth has received – an average of £225 per pupil (4.6%) compared to the national average of £196 per pupil (3.9%). Our average funding increase per school is £66k for primaries and £176k for secondaries. We will publicise how this additional funding is being used to raise standards and promote inclusion across the city.
25	We will continue to campaign for fairer funding where Plymouth schools see equal funding to London schools	Alison Botham	Brendan Arnold/ Ming Zhang	Cllr Dave Downie	We will make our case to the Secretary of State for Education before the summer Parliamentary recess with help from our MPs and education stakeholders for similar funding for Plymouth schools as schools in London.
27	We are truly committed to improving the environment for future generations. We will put this at the heart of what we do. We will therefore work more closely with our local communities and businesses to create innovative ways to reduce waste, avoid single use plastic and increase re-cycling rates	Anthony Payne	Philip Robinson	Cllr Maddi Bridgeman	<ol style="list-style-type: none"> 1. We will start to develop a new waste strategy based on the Environment Bill more specific targets and activities 2. We will identify households without a green bin and encourage uptake and an increase in recycling. 3. We will work with schools and other stakeholders to encourage creative ideas to promote increased recycling
30	We will lobby the Government to provide funding to allow a major network of electric charging points throughout the city to make electric vehicle ownership easier. We will use the planning system to ensure new build properties have electric charging facilities to support Plymouth motorists changing to electric vehicles	Anthony Payne	Paul Elliot	Cllr Jonathan Drean	<ol style="list-style-type: none"> 1. The Cabinet Member for Transport will write to the Secretary of State setting out Plymouth's ambitious programme of electric vehicle (EV) charging points – including those for ferries and asking for a discussion about how to make EV ownership more affordable. 2. We will review planning policies in relation to EV charging 3. We will promote existing charging points around the city

Ref	Commitment	Lead Strategic Director	Lead Service Director	Cabinet Member	Action
57	We will NOT introduce a congestion charge in Plymouth. This would be detrimental to residents and local businesses.	Anthony Payne	Philip Heseltine	Cllr Jonathan Drean	The Cabinet Member for Transport will formally announce on 8 June that there are no plans to introduce a congestion charge in Plymouth.
59	We will commit to FREE parking at our district shopping centres to support our local communities in Whitlegh, St.Budeaux, Plymstock, Plympton, Estover, West Park, Stoke, Devonport, Leigham, Mountbatten Crownhill and Mutley Plain	Anthony Payne	Mike Artherton	Cllr Jonathan Drean	We will publicise free shopper car parks as part of a broader promotion of local shopping centres across the city
70	We will invest in Mutley Plain to improve the trading conditions for local businesses by extending the FREE car parking at the Barracks and Napier Street car parks to THREE hours. We will install new CCTV cameras to expose and help prosecute anti-social behaviour such as street drinking, fly tipping, vandalism, dog fouling and drug use	Anthony Payne	Mike Artherton	Cllr John Riley Cllr Jonathan Drean	CCTV coverage will be extended on Mutley Plain The process for extending free parking at the Barracks and Napier Street car parks to three hours will commence.
72	To help improve road safety and traffic flow we will encourage greater use of private garages and driveways for the parking of vehicles so leaving the roads clearer	Anthony Payne	Phil Bellamy	Cllr Jonathan Drean	The Cabinet Member for Transport will explore ways to make it easier to use driveways and garages for off road parking We will launch a campaign to encourage people who can to keep their cars off roads to reduce congestion and improve safety
74	To improve traffic flow and make it easier to get around Plymouth we will undertake a review of the traffic light sequencing across the city. This will also help to reduce emissions and be better for the environment	Anthony Payne	Phil Bellamy	Cllr Jonathan Drean	The Cabinet Member for Transport will launch an immediate review of areas of concern to improve traffic flow, starting with 'vehicle actuated' traffic lights.
82	We will reduce the cost of Plymouth City Councillors by removing the new additional Councillor allowances introduced in 2018.	Giles Perritt	Giles Perritt	Cllr John Riley	The number of Cabinet Member allowances has been reduced and there are no allowances for assistant Cabinet Members, resulting in a reduction of the annual Members' special responsibility allowance bill of in excess of £45k compared to last year.
83	We will scrap the £15 bin delivery charge	Anthony Payne	Katrina Houghton	Cllr Maddi Bridgeman	The Leader will make a formal 'delegated decision' to abolish the £15 bin delivery charge
84	We will extend the green garden waste collection period including bags and go back to fortnightly collections	Anthony Payne	Katrina Houghton	Cllr Maddi Bridgeman	The Leader will make a formal delegated decision to extend the green garden waste collection period.
85	We will scrap the need to register EVERY year for the green garden waste collection service	Anthony Payne	Katrina Houghton	Cllr Maddi Bridgeman	Officers will revisit the registration arrangements for green garden waste.
86	We will scrap the charges to dispose of soil and rubble for local residents at Chelson Meadow	Anthony Payne	Phil Rudin	Cllr Maddi Bridgeman	The Leader will make a formal 'delegated decision' to scrap charges to dispose of soil and rubble for local residents at Chelson Meadow.

This page is intentionally left blank

Cabinet



Date of meeting: 08 June 2021
Title of Report: **Capital and Revenue Outturn Report 2020/21**
Lead Member: Councillor Nick Kelly (Leader)
Lead Strategic Director: Brendan Arnold (Service Director for Finance)
Authors: David Northey - Head of Integrated Finance
Hannah West – Finance Business Partner
Contact Email: David.Northey@plymouth.gov.uk
hannah.west@plymouth.gov.uk
Your Reference:
Key Decision: No
Confidentiality: Part I - Official

Purpose of Report

This report outlines the provisional finance monitoring position of the Council for the year ending 31 March 2021.

Full details of the provisional outturn position for each directorate is set out in the body of the report. An executive summary setting out the key areas is included in Section A.

Recommendations and Reasons

Cabinet is recommended to:

1. Note the provisional revenue outturn position as at 31 March 2021 and
2. Note the Capital Outturn Report including the Capital Financing Requirement of £105.741m.
It is a statutory requirement to provide an outturn report and is provisional as it is subject to external audit.
3. Reverse the September 2020 Cabinet decision to approve the creation of a Covid Reserve to fund the additional costs and lost income arising from the Pandemic.
The Covid Reserve is no longer required to be funded in this way
4. Approve the carry forward of COVID-19 grants received in advance for draw down in 2021/22 in line with Government guidelines
5. Approve the carry forward of a contingency sum of £3.526m.
To assist in preparing for budget settlements in 2022/23 and 2023/24
6. Recommend the Report to Full Council

Alternative options considered and rejected

None – our Financial Regulations require us to produce regular monitoring of our finance resources including a revenue and capital outturn position which culminates in the production of the 2020/21 annual statement of accounts.

Relevance to the Corporate Plan and/or the Plymouth Plan

The financial outturn report is fundamentally linked to delivering the priorities within the Council's Corporate Plan. Allocating limited resources to key priorities will maximise the benefits to the residents of Plymouth.

Implications for the Medium Term Financial Plan and Resource Implications:

Robust and accurate financial monitoring underpins the Council's Medium Term Financial Plan (MTFP). The Council's MTFP is updated regularly based on on-going monitoring information, both on a local and national context. Any adverse variations from the annual budget will place pressure on the MTFP going forward and require additional savings to be generated in future years.

Carbon Footprint (Environmental) Implications:

No impacts directly arising from this 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.*

The reducing revenue and capital resources across the public sector has been identified as a key risk within our Strategic Risk register. The ability to deliver spending plans is paramount to ensuring the Council can achieve its objectives to be a Pioneering, Growing, Caring and Confident City.

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

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)						
	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.						
	1	2	3	4	5	6	7

Sign off:

Fin	pl.21. 22.20	Leg	lt/367 72/0 3062 1	Mon Off		HR		Asset s		Strat Proc	
Originating Senior Leadership Team member: Brendan Arnold (Service Director for Finance)											
Please confirm the Strategic Director(s) has agreed the report? Yes											
Date agreed: 03/06/2021											
Cabinet Member approval: Approved by Councillor Nick Kelly (Leader) verbally											
Date approved: 01/06/2021											

Plymouth City Council
Finance Monitoring – 2020/21
Provisional Outturn at 31 March 2021

SECTION A: EXECUTIVE SUMMARY PROVISIONAL REVENUE FINANCE OUTTURN

The primary purpose of this report is to detail how the Council has delivered against its financial measures using its capital and revenue resources, to approve relevant budget variations and virements, and report new schemes approved in the capital programme.

Table I: End of year revenue forecast

	Net Budget £m	Outturn £m	Variance £m
Total General Fund Budget	193.677	193.677	0.000

As shown in Table I, the Council has balanced its budget, reporting a breakeven position. The overall net spend matches the net budget of £193.677m.

Within this overall balanced position the following headline financial issues are reported:

- A variance of £0.625m overspent on a gross expenditure budget of £514.089m for business as usual activities. Given the character of the financial year in question this is a notable achievement.
- A receipt in advance of COVID-19 grants is to be carried forward in the sum of £14.8m to 2021/22 for application to specific and general COVID-19 purposes in the new financial year.
- As part of this position, and to assist in preparing for budget settlements in 2022/23 and 2023/24 the Council is proposing to set aside a contingency in the sum of £3.526m.

At its meeting in September 2020, Cabinet sought and approved the creation of a Covid Reserve from General Fund resources to fund the additional costs and lost income arising from the Pandemic. This recommendation preceded confirmation of the level of grant funding the Government would provide for COVID-19 related costs. Cabinet also approved in the Quarter 3 Monitoring report, the creation of a £0.750m Deferred Activity Reserve, giving total resources of £3.150m.

In light of the outturn position reached and the existence of a £14.8m carry forward of COVID-19 grants this additional resource is no longer required. In its place, this report proposes that £3.5m of General Fund resources be carried forward as a contingency amount to assist in balancing the Council's financial position in financial years 2022/23 and 2023/24.

The movement from the business as usual over spend of £0.625m to the breakeven position takes account of the favourable financial yearend adjustments totalling £4.151m. These cover reversal of Revenue Contributions to Capital Outlay (RCCO) across several directorates £1.451m; an adjustment to the Minimum Revenue Provision (MRP) £1m; a major asset maintenance funding switch to capital £0.500m plus various leisure management associated cost adjustments £0.800m and the reversal of adult social care costs which have moved into 2021/22 £0.400m. Full details are covered within the body of this report.

The capital programme expenditure for 2020/21 is £105.741m. This is within the approved Capital Budget of £778.671m for 2021-2025 reported to Full Council on 22 February 2021. Please see Table 6 in Section C of the report.

It must be noted that this outturn position is still provisional but will now be used to form the 2020/21 Financial Statements. It is provisional due to the imminent external audit process which may necessarily result in adjustment to some of the provisional numbers; these include hedge accounting and clarification of pension accounting treatment.

SECTION B: PROVISIONAL REVENUE FINANCE OUTTURN

I. Introduction

- I.1 This Outturn Report is the final one in the monitoring cycle for the financial year 2020/21 and reviews the Council's financial performance for the year ended 31 March 2021.
- I.2 The year has been dominated by the impact and consequences of COVID-19; it has had a major impact on the financial performance of the Council. There was a need for the Council to respond to and mitigate the effects of the pandemic on service delivery, its emergency response and the loss of income as a result of national lockdowns.
- I.3 The reported outturn shows the combined impact on our budget of COVID-19 related costs and losses, other unrelated budget variations and one-off grant received from the Government.
- I.4 The outturn can be sub-divided into business as usual; COVID-19 additional costs and lost income; and the financial adjustments at the yearend. Details will be set out later in this report.
- I.5 Within an overall balanced position, following £4.151m of yearend financial adjustments, we are reporting;
 - A 2020/21 provisional outturn position for business as usual activities of £0.625m overspent on a gross expenditure base of £514.089m. Given the character of the financial year in question this is a notable achievement.
 - As part of this position, and to assist in preparing for budget settlements in 2022/23 and 2023/24 the Council is proposing to set aside a contingency in the sum of £3.526m.
- I.6 The overall balanced position includes the following £4.151m of yearend financial adjustments,

Table 2: Financial yearend adjustments

Item	£m
Minimum Revenue Provision (MRP) reduction	(1.000)
Major asset maintenance funding switch to capital	(0.500)
Various adjustments to reflect Life Centre / leisure contract adjustments and additional grant funding	(0.800)
Reversal of RCCO (revenue contributions to the capital outlay) across several directorates as detailed in the report	(1.451)
Adjustment to adult social care costs	(0.400)
Total financial yearend adjustments	(4.151)

- 1.7 Despite all efforts to alleviate them, the pandemics impact and consequences upon the Council's future financial position and reporting cannot be underestimated. The pandemic did not stop on 31 March 2021 and its impact will continue to be felt through 2021/22 and beyond.
- 1.8 Members and officers have worked closely to assess the full year effect of COVID-19 and monitoring arrangements have been in place to capture all costs related to the pandemic. Future costs will continue to be reported formally to Members as part of the planned monitoring process.
- 1.9 This outturn position needs to be seen in context of the financial challenges the Council faced during the year; as well as responding to the pandemic, there was the requirement to deliver £13.000m of savings in 2020/21. Taking all of these factors into account, this is a commendable outturn position.
- 1.10 Full details of the main variations are contained within section 2 of this report.
- 1.11 In addition to this the above figures include for COVID-19 grants – supplied by Government to deal with the effects of the pandemic – being carried forward for deployment in 2021/22. This funding was received ahead of need and these funding sources will be one off in nature and have a set of parameters and rules. It is felt unlikely that the Government will provide further grant funding on top of what has already been confirmed. Therefore, we have to ensure we will have sufficient provision for any pandemic related costs in 2021/22.
- 1.12 The five year capital budget 2020-2025 is currently forecast to be £778.671m as at 30 December 2020. The capital budget has been adjusted to take into account the rolling forward of the programme from 2019-2024 to 2020-2025 as well as changes to the capital programme and adjustments to the income assumptions. Details are shown in Section C of this report.
- 1.13 It is appropriate, given the financial challenges facing the Council in the next financial year due to COVID-19 and its impact upon the delivery of savings plans in the medium term, that as part of reporting the final position for 2020/21 further consideration is now given to future levels of the working balance and reserves. As is normal practice at this time of year, the Chief Finance Officer, the Service Director for Finance will ensure the details of the Council's reserves and provisions will be set out within the Statement of Accounts.

- 1.14 The outturn figures will now feed into the Council's formal Statement of Accounts, which will include the balance sheet position. Due to the disruption caused by COVID-19 the Ministry for Housing Communities and Local Government (MHCLG) have confirmed details of the changes made to the Accounts and Audit Regulations 2015. The Accounts and Audit (Amendments) Regulations 2021 extend the statutory audit deadline for 2020/21 for all local authorities. The Service Director for Finance, as the Council's Section 151 Officer, must publish the draft Statement of Accounts by 31 July 2021 at the latest. The publication date for audited accounts will move from the 31 July to 30 September 2021 for all local authority bodies.

2. Revenue Finance Outturn 2020/21

- 2.1 Council approved a gross revenue budget of £514.089m with a net revenue budget of £193.677m for 2020/21 at its meeting in February 2020. Table 3 below provides a summary of the Council's overall revenue expenditure and compares the provisional outturn (subject to audit) with the approved net budget.
- 2.2 The finance outturn position overall shows a breakeven position. The outturn position needs to be considered in the context of a challenging financial climate, made more so with responding to COVID-19. In 2020/21 the Council has managed a £13.000m savings programme in addition to increasing service demands and customer expectations.

Table 3 End of Year Revenue Outturn by Directorate.

Directorate	Net Budget	Business as usual Outturn	Business as usual Over / (Under) Spend	Corporate Yearend adjustment	COVID-19 Costs and Lost Income	Year End Over / (Under) Spend
	£m	£m	£m	£m	£m	£m
Executive Office	5.646	5.466	(0.180)	0.000	0.124	(0.056)
Finance*	14.885	12.296	(2.589)	(1.000)	0.000	(3.589)
Customer and Corporate Services	29.896	29.719	(0.177)	(0.369)	1.982	1.436
Children's Directorate	53.020	52.897	(0.123)	(0.257)	4.800	4.420
People Directorate	89.069	88.298	(0.771)	(1.912)	2.197	(0.486)
Office for the Director of Public Health	(0.429)	(0.816)	(0.387)	0.000	2.165	1.778
Place Directorate	24.400	24.393	(0.007)	(0.613)	10.091	9.471
Corporate Items	(22.810)	(17.951)	4.859	3.526	(21.359)	(12.974)
TOTAL	193.677	194.302	0.625	(0.625)	0.000	0.000

*Finance Directorate includes the Council's treasury management activities which are subject to a separate outturn report considered by Audit Committee.

- 2.3 Further details for other adjustments and reserve movements are set out in section 6 of the report.
- 2.4 Across the Council, management actions to reduce the potential of a business as usual over spend being incurred included a review of all discretionary spend and delayed expenditure wherever possible.
- 2.5 A Council wide Employee Voluntary Release Scheme (EVRs) was actioned this financial year, enabling service areas to realign and implement changes needed to ensure continued efficiency with service delivery. This resulted in £0.500m of salary savings which are reflected within each service area. The savings will continue into future years, enabling the full £1.200m target set to be achieved.
- 2.6 All directorates, except Corporate Items, came in under budget for their business as usual activity. As well as the impact of EVRS, the majority of savings have arisen due to the deferral of every day service provision, as the Council responded to and led the city's response to the pandemic. Our response has impacted patterns of service provision with a noticeable change in the usual adult social care packages and funding available from both the local Clinical Commissioning Group (CCG) and the National Health Service (NHS) itself. There has also been a demonstrable impact on children's social care and the number of children taken into care.
- 2.7 Within the Place Directorate the impact of the national lockdowns was most pronounced with the deferral of the Mayflower 400 celebrations and the delayed opening of the nationally esteemed cultural destination, The Box, which was subsequently subject to the closure rules.
- 2.8 Revenues from car parks also sustained a significant reduction in the year as the full impact of the lockdowns were felt.
- 2.9 Finance is reporting an overall business as usual net £2.589m underspend. Although there have been some areas of the department showing a pressure the successful management of treasury management activity has helped address these.
- 2.10 It is worth noting treasury management activity will continue to feel the result of economic activity. Even more so in the light of the longer term impacts following the lockdown measures put in place throughout the year to prevent the spread of Coronavirus. The service area will need to continue to manage interest rate challenges due mainly to the increase in borrowing to support the Council's continued ambitious capital investment programme.
- 2.11 Whilst the historically low interest rates have had a positive impact on the cost of borrowing for our £465.000m portfolio of short-term debt, income targets for our investment portfolio proved to be challenging. It is anticipated this challenge will continue into 2021/22 and beyond.
- 2.12 Corporate Items is showing an over spend of £4.859m for business as usual activities. This includes a number of budget lines that do not relate to any specific directorate and are corporate by their nature. They include pensions and insurance.
- 2.13 The major movements in the budgets within this area included the outturn position for the way we work cross-cutting savings programme; final payments for the pension contributions; and accounting for the adverse movement on the National Non Domestic Rates (NNDR) levy deficit from Government as part of the overall resources for business rates.

- 2.14 All of these directorate movements combine to produce a small overspend of £0.625m for the business as usual activity of the Council.

3. Analysis of the Provisional Outturn Position by Directorate

Executive Office

- 3.1 This service area has recorded a net underspend of £0.056m for the year, despite the substantial challenges faced by the Chief Executive's office during the year in managing demanding income and expenditure targets.
- 3.2 Additional costs were incurred within corporate communications due to newspaper publications covering narrative on the pandemic. COVID-19 also impacted on achieving income relating to enforcement and court activity which were covered, wherever possible, by grant funding received.
- 3.3 Despite the challenges faced, a strong focus remained on minimising non-essential expenditure and re-allocating work to cover vacancies, resulting in a successful yearend position.

Finance

- 3.4 This service area has recorded a net underspend of £3.589m for the year. The business as usual under-spend of £2.589m, as set out above, (2.9) has been supplemented with a financial yearend adjustment of a further £1.000m saving. The budget allowed for an accelerated write down of the Council's overall Minimum Revenue Provision (MRP) in-year of this amount. The yearend review of the capital spend has revealed this additional top up is not required.

Customer and Corporate

- 3.5 The Customer and Corporate Directorate is reporting an adverse outturn position of £1.436m.
- 3.6 This is made up of many service areas including the Customer Service Department which is reporting an overall additional spend position of £2.149m. This is predominantly due to pressure within the Revenues and Benefits department offset by wider department vacancies and savings made.
- 3.7 Housing Benefit is renowned for its volatility and has been acknowledged previously as an area of risk due to underfunding the provision as more claimants move to Universal Credit. Pressure continues with Housing Benefit subsidy funds and overpayments which has been magnified due to additional housing requirements as a result of COVID-19.
- 3.8 The pandemic also impacted on income targets, particularly within the Registration service.
- 3.9 Human Resources (HR) & Organisational Development (OD) are also reporting additional spend of £0.270m. Of this £0.231m is COVID-19 related. The remainder is following the transfer of Facilities Management (FM) budgets into the area at the start of the year and associated additional costs incurred, included asbestos clearing at local beaches.

- 3.10 FM budgets in aggregate show an overall pressure of £0.742m. This is partly due to COVID-19 legacy impacting on generating income and causing increased costs for additional Personal Protective Equipment (PPE) but mainly due to historic targets that have continued to prove challenging to achieve.
- 3.11 These additional costs have been offset in part by salary savings and the training budget not being fully spent.
- 3.12 There is a pressure of £0.428m held in Customer Services. This is the result of a legacy savings item once held in the old Transformation and Change Directorate that was apportioned out amongst the original members.
- 3.13 The Transformation department has a £0.806m underspend. This is due to Council wide efficiencies achieved through the year, particularly through EVRS and combining Business Support functions.
- 3.14 The ICT budget recorded an underspend of £0.236m. This is as a result of a lower unitary charge and the receipt of a higher dividend from our provider company.
- 3.15 The overall position for the Customer and Corporate Services directorate includes a favourable financial yearend adjustment of £0.369m. Over the course of the year, the directorate has made a Revenue Contribution to Capital Outlay (RCCO) and given the circumstances of reduced expenditure this contribution is not required and has been reversed.

Children's Directorate

- 3.16 The Children's Directorate are reporting an adverse outturn position of £4.420m. The overall reported pressure can be attributed to a variety of reasons but includes a business as usual underspend of £0.123m, a yearend favourable adjustment for the RCCO of £0.257m and includes the increased costs associated with the COVID-19 response of £4.800m.
- 3.17 The cost of care is particularly high due to increased numbers of looked after children and this year has been impacted by COVID-19. Numbers increased from 454 to 489 from April 2020 to March 2021.
- 3.18 In addition to this, at yearend there were 4 bespoke high cost arrangements for young people with complex needs requiring external agency support. During the year the number of bespoke arrangements has been as high as 8 children. The level of support needed to keep these young people safe, such as specialist residential care placements with high levels of staffing, is the reason these placements are high cost.
- 3.19 This increasing financial demand on Children's Services is not just a local issue, but is seen nationally and is a culmination of rising demand, complexity of care, rising costs, availability of suitable placements and now COVID-19.
- 3.20 Through business as usual, the Children's Service have continued to make savings wherever possible through the quarterly budget review exercise, holding vacant positions and grant maximisation.
- 3.21 The Service continues to keep the pressure on, going into the new financial year by continuing with the following actions to address the pressure in the system.

- Looked after Children – only one point of contact for all new entrants.
- Fortnightly placement review to ensure step down of high cost placements.
- Maximise contribution from partners including Health and Education.
- Maximise local residential placements to avoid higher out of area costs.

- 3.22 Ongoing work continues, all placements are reviewed regularly in order to reduce the pressure on cost and volume where appropriate.
- 3.23 Education, Participation and Skills (EP&S) ended the year with a £0.074m favourable variation, however, this figure includes an over spend of £0.432m for short breaks.
- 3.24 Fortunately this has been offset in year due to various favourable variations including savings within Transport, during periods where schools were closed due to COVID-19 and various vacancy savings.
- 3.25 However, the Transport savings due to COVID-19 are one offs and there will not be the scope to offset a short breaks pressure to the same extent in future years.

People Directorate Strategic

- 3.26 The People Directorate is reporting a yearend net underspend of £0.486m, with business as usual coming in £0.771m under budget.
- 3.27 Business as usual activity has been impacted by the pandemic, with reduced client numbers in care packages to what were expected and other work not being able to be carried out whilst the teams were dealing with the City's response. It should be noted that these lower costs are a temporary event, attributable to the unique circumstances created by the pandemic in 2020/21. Activity levels are expected to return to pre-pandemic levels.
- 3.28 The Community Connections department was tasked with achieving delivery plans of £0.113m, as well as £0.268m of savings brought forward from 2019/20 that were achieved from one-off savings and needed to be achieved in this financial year. They were achieved in full, however, some of these were achieved through one off savings again, which could cause further pressure in 2021/22.
- 3.29 During 2020/21, COVID-19 has had a significant impact on the Strategic Commissioning department, with increased costs to providers, both one-off and ongoing, as well as £0.700m cost of Personal Protective Equipment (PPE) that was used for the local authority and also for care providers.
- 3.30 Additional support for care providers has resulted in £1.526m being paid across, in the form of a 5% uplift during the year with provision for further support in the new financial year 2021/22.
- 3.31 With the Community Connections department, all pressures this year have been COVID-19 related.
- 3.32 Community Connections has had increased costs during the whole of 2020/21 around homelessness and Bed and Breakfast (B&B) as a result of the pandemic. Additional payments were made to the Alliance to help them to deliver essential services during this difficult time and more accommodation was procured to help with the increase in B&B numbers.

- 3.33 Work will continue into 2021/22 to review all costs and volume impacts on the department spend, with management actions to minimise all administration costs where possible.
- 3.34 The weekly dashboards will continue to be used to inform the service of all client numbers and costs, with the continuation of the successful budget containment meetings (2 per month) working with our key partners Livewell and CCG. These meetings oversee a Budget Recovery Plan with key measures including an enhanced Scheme of Delegation and client reviews.
- 3.35 The People Directorate's net underspend is after favourable corporate yearend adjustments totalling £1.912m, incorporating the following;
- 3.36 Within Community Connections there is a reversal of the in-year £0.212m RCCO. This is line with the approach taken within all directorates where a contribution was made.
- 3.37 Leisure management costs sit within the People Directorate. There has been a significant disruption to the service provision as a direct result of the national lockdowns. However, the Council also took the opportunity to keep the Plymouth Life Centre closed for an extended period to allow essential repairs to the main building. Utility costs during this period will be recompensed by the contractor. In addition, the successful receipt of Sport England funding for the leisure management contractor has allowed the release of provided costs.
- 3.38 As part of the work undertaken to achieve a balanced outturn position, a one-off balance sheet adjustment of £0.500m has been credited to the People Directorate. This matches the adjustment made in 2018/19 to the leisure management budget.
- 3.39 A further adjustment of £0.400m has been actioned. This formed part of a provision set against business as usual savings to cover 2021/22 additional provider uplift costs. This will be covered from the un-ringfenced grants carried forward.

Office of the Director of Public Health (ODPH)

- 3.40 The Public Health Directorate is reporting a business as usual underspend of £0.387m. There are also £2.165m of COVID-19 related costs giving a net outturn of £1.778m over budget.
- 3.41 The budget is made up of the ring-fenced Public Health Grant of £15.322m plus the Public Protection Service, Licensing and Bereavement Services.
- 3.42 Like other departments, the Public Protection Service has seen business as usual costs for the year as a favourable variation, with any adverse expenditure being due to the costs of COVID-19. A large proportion of salaries have been offset by grants this year as the teams have been focusing on the City's pandemic response, rather than their Business as usual activity.
- 3.43 This has been partly offset by one-off repair costs associated with the fire early in the year at Efford crematorium.
- 3.44 The impact of COVID-19 on the Directorate is £2.165m of additional costs and income lost. Environmental services has seen the biggest reduction in income at £0.101m and the Directorate has been charged the costs associated with the provision of a temporary mortuary of £1.200m.

Place Directorate

- 3.45 The Place Directorate historically has always managed to balance or provide an underspend to help support the Council's outturn position and this year the business as usual position is a small £0.007m underspend. However, the impact the pandemic has had on the Directorate has been substantial, with additional costs and lost income of £10.091m and is likely to continue to impact significantly in the future. After a favourable yearend adjustment of £0.613m the overall position is an overspend of £9.471m
- 3.46 Strategic Planning and Infrastructure (SP&I) underspent by £0.759m. This has been achieved through proactive budget management supported by EVRS and working with the Capital team to ensure most cost effective routes are followed.
- 3.47 COVID-19 did impact on income generation within the service area but this was offset in part by some cost savings where lockdown prevented some activities from taking place.
- 3.48 Departmental Management has a small pressure within it due to a legacy savings target. This has been offset by underspends in other areas of the directorate which included for example less spend than set aside on the climate change agenda which dues to dealing with Covid 19. The legacy savings target has now been addressed for 2021/22, and activities such as the full use of climate change resources will be taken forward as a strategic and cross cutting priority for the Council.
- 3.49 Within Economic Development, additional cost pressures have been largely as a result of the pandemic. In particular, arising from the loss of budgeted commercial rent income, reduced commercial activity at sites such as The Box and The Market, and setting aside resources to provide mitigation for future anticipated bad debt write off.
- 3.50 Across the service, Streets are reporting a significant adverse variation of £7.030m, the details of which can be seen below. A reduction of income and additional disposal costs during the year have contributed to this adverse variance.
- 3.51 Also included in this pressure are legacy savings totalling over £0.902m which have previously been covered by over achievement on income. These have been cleared for future years.
- 3.52 Street Scene & Waste (SSW) has incurred £1.935m additional spend as a result of the pandemic. COVID-19 has had a significant impact, causing a substantial pressure from lost income on trade waste and sales of recyclables as a result of the lockdowns. Costs also increased dealing with waste disposal, and closing and reopening disposal sites. Many of the agency and overtime costs have occurred due to operating in a COVID-19 secure environment.
- 3.53 Grounds Maintenance reported an adverse variation of £0.449m. This was also due to a shortfall of predicted income and an increase in spend around agency staff. Again this is as a result of operating within a COVID-19 environment. In addition, arrears of fees owed to National Trust in respect of lease of Plym Valley were also returned.
- 3.54 Fleet and Garage have a favourable variation of £0.056m due to increased income through sales of scrap and obsolete items, along with salary savings and a reduction in vehicle leasing charges.

- 3.55 Highways and Car parking outturn shows a saving on business as usual activity of £0.688m and additional costs and lost income of £4.299m. This is predominantly due to the loss of car parking income which was significantly impacted on with the lockdowns that were imposed. Other smaller income losses were also recorded in Marine services.
- 3.56 The corporate yearend favourable revenue contribution to capital outlay adjustment of £0.613m is in line with the treatment in all directorates, namely the reversal of the revenue contribution to capital.

Corporate Items

- 3.57 Corporate Items is showing a favourable position of £12.974m. This is predominately because the grant funding received by Central Government in response to the pandemic is held here.
- 3.58 The business as usual activity has resulted in an over spend against budget of £4.859m. The details are shown earlier in this report.
- 3.59 With the exception of the Finance Department, all directorates have incurred either increased costs or lost income, and in some cases both as a direct result of COVID-19.
- 3.60 Details for each directorate are recorded above with a total impact of £21.359m grants applied against these costs as a corporate responsibility.
- 3.61 Also within Corporate Items is the proposed set aside of £3.526m into a contingency reserve for use in future financial settlements.
- 3.62 The outturn position also includes the carry forward of the balance of un-ringfenced COVID-19 grant funding, received in 2020/21 but available to offset pandemic related costs in 2021/22. This amounts to £7.714m with details below in section 4.
- 3.63 As a result of the government financial support and these adjustments, the previously approved Cabinet recommendation of creating a COVID-19 reserve of £2.400m is no longer required, along with the Deferred Activity Provision totalling £0.750m set aside to assist with delayed costs as included in the quarter three monitoring report and noted at Cabinet in January will also no longer be required.

4. Analysis of the COVID-19 Grants

- 4.1 Throughout 2020/21 the Government has provided funding for the pandemic in the form of a general un-ringfenced COVID-19 grant, received in four tranches applying their allocation methods. Plymouth's allocation was a total of £23.145m.
- 4.2 In addition there has been specific grant funding to manage local outbreaks and an Income Compensation Scheme to partially offset losses of income.
- 4.3 The first lockdown commenced in the last two weeks of the previous financial year 2019/20 and £0.459m of the un-ringfenced grant was consumed on the financial impact for that year. This left a balance of £22.686m available for 2020/21.

- 4.4 The Income Compensation Scheme did not fully cover the lost income as incurred. The scheme discounted five percent (5%) of each income budget and then compensated at the rate of seventy five pence (75p) for every one pound (£1) lost.
- 4.5 Following the scheme rules, we submitted our income losses in three separate claims. The first two claims totalling £4.664m have been settled in full. The third claim covering the period 1st November to 31st March 2021 was submitted 28th May 2021 with a claim of £1.723m and will be subject to possible challenge and audit from MHCLG. For the purposes of the outturn, the full amount has been assumed will be received.
- 4.6 Table 4 below shows the general COVID-19 grants and income compensation monies received or claimed.

Table 4 General COVID-19 Grants and Income Compensation

	Grant £m	Allocated £m 2019/20	Available £m 2020/21
Total COVID-19 Un-ringfenced Grant	23.145	(0.459)	22.686
Total Income Compensation	6.387		6.387
Total	29.532	(0.459)	29.073
Allocated:			
2020/21 COVID-19 (see Table 3)			(21.359)
Carry fwd. 2021/22 COVID-19 costs			(7.714)

- 4.7 In addition the Government provided specific ringfenced grant funding in the form of support for local businesses including Small Business Grant Fund; Local Restrictions Support Grant; and a Restart Grant.
- 4.8 Also, specific grants for support programmes including Clinically Extremely Vulnerable (CEV) and to support infection control, workforce capacity and testing in care homes.
- 4.9 The monies have been allocated applying the grant conditions and where not fully committed in 2020/21 have been carried forward to support the continuing pandemic response in 2021/22.

5. Other Financial Performance

- 5.1 In addition to the financial outturn details within this report there were a range of other significant performance achievements which have contributed to the yearend position. In-year collection targets are set for our Council Tax, Business Rates, Commercial Rent, and Sundry Debt Income including our Trade Waste Income. The 2020/21 revenue budget was based on the achievement of the required targets.
- 5.2 Some Key Performance Indicators (KPIs)
- ↑ 98.97% of NNDR collected against a target of 98.0% (2017/18 = 99.06%). 1% of NNDR collected equates to £0.916m. This reflects the top-up grants received in-lieu of payments by local businesses.
 - ↑ Average borrowing rate of 1.55% was achieved against target of 2.80% (2019/20 = 1.89%). This equates to a notional £5.189m saving.

- ↑ VAT partial exemption at 4.43% against a target of 4.99% (2019/20 = 4.27%).
- ↑ Average investment return of 1.57% was achieved against target of 1.3% (2019/20 = 2.11%). This equates to a £0.572m return.
- ↓ 96.41% of Council Tax collected against a target of 96.5% (2019/20 = 96.44%). This equates to £132.124m. This is below in-year target but Council Tax collection was affected by the COVID-19 pandemic, with all forms of recovery action suspended since the start of the first lockdown to prevent adding additional pressure on Plymouth households.

5.3 The monitoring does not reflect income lost to the Council as a result of lower collection of both Council tax and business rates, both directly as a consequence of COVID-19. As these losses impact on next year's resources, they have been built into the 2021/22 Budget assumptions.

6. 2020/21 Financial Review

6.1 As part of consideration of the outturn position, and before officially closing the accounts, it is necessary to review the Council's overall financial position, looking not only at the general fund revenue outturn position for the year, but reviewing the adequacy of reserves and provisions in the light of financial liabilities identified over the short to medium term. Decisions made, feed into the Council's statutory Statement of Accounts which is subject to external audit.

Working Balance

6.2 The Working Balance as at 31 March 2020 was £8.045m. The Working Balance has a recommended minimum set at 5% of the net revenue budget. This minimum is approved by Council. There is a budget allowance of £0.350m each year to top up the balance to achieve the 5% target, as shown in Table 5.

Table 5 Working Balance

	March 2020 £m	Movement £m	March 2021 £m
Working Balance	8.045	0.350	8.395

Schools Balances

6.3 At the end of the year there was a total of £3.435m unspent monies against schools' delegated budgets and other reserves. The main reasons why schools hold balances are:

- Anticipation of future budget pressures usually arising from pupil number variations.
- To provide for the balance of Government grants paid during the financial year (April–March) which cover expenditure occurring across the academic year (September – August).

6.4 There is one nursery, one maintained mainstream school and one maintained special school with deficit balances included in this overall figure above, with a combined deficit of £0.304m. There are currently no implications to Plymouth City Council for this deficit as these are offset by the schools with a surplus balance.

Recommendations

That Cabinet:-

1. Note the provisional revenue outturn position as at 31 March 2021 and
2. Note the Capital Outturn Report including the Capital Financing Requirement of £105.741m.
It is a statutory requirement to provide an outturn report and is provisional as it is subject to external audit.
3. Reverse the September 2020 Cabinet decision to approve the creation of a Covid Reserve to fund the additional costs and lost income arising from the Pandemic.
The Covid Reserve is no longer required to be funded in this way
4. Approve the carry forward of COVID-19 grants received in advance for draw down in 2021/22 in line with Government guidelines
5. Approve the carry forward of a contingency sum of £3.526m.
To assist in preparing for budget settlements in 2022/23 and 2023/24
6. Recommend the Report to Full Council

SECTION C: CAPITAL FINANCE OUTTURN REPORT FOR THE CAPITAL PROGRAMME 2020/21

7 Capital Programme outturn 2020/21

7.1 The capital programme expenditure for 2020/21 is £105.741m. This is shown by Directorate in Table 6 below. This is within the approved Capital Budget of £778.671m for 2021-2025 reported to Full Council on 22 February 2021.

Table 6 – Capital Spend - Outturn 2020/21

Directorate	Latest Forecast December 2020	Re-profiling	Approvals post Dec	Variations & virements	2020/21 Capital Spend	Movement in quarter %
	£m	£m	£m	£m	£m	
Place	135.355	(48.525)	7.164	(0.002)	93.992	69
People	10.300	(6.300)	2.411	0.079	6.490	63
Customer & Finance Service	7.932	(6.044)	2.721	0.007	4.616	58
Public Health	5.209	(4.566)	0.000	0.000	0.643	12
TOTAL CAPITAL PROGRAMME	158.796	(65.435)	12.296	0.084	105.741	67

7.2 The 2020/21 programme outturn is expenditure of **£105.741m** during 2020/21.

7.3 The effects from COVID-19 pandemic during 2020/21 has slowed the capital programme delivery with the first lockdown closing many capital projects' building sites. As we came out of lockdown the capital projects were able to recommence however, this was on a smaller scale because of the extra safety requirements of social distancing. There has been slippage in the delivery of the capital programme but we are seeing an acceleration in the delivery of the capital projects going forward into 2021/22.

7.4 Capital investment in the City in 2020/21 was £105.700m and this includes some notable schemes and areas of investment listed below:

- Mayflower 400 Restoration of Elizabethan House £1.2m
- The Box £2.8m
- Plymouth Railway Station £3.4m
- Restoration of Devonport Market Hall £0.8m
- Oceansgate Phase 2 £5.2m
- Crownhill Court £5.2m

- Forder Valley Link Road £16.2m
- Strategic Transport Schemes £5.1m
- Sustainable Transport Schemes £3.8m
- Highway maintenance and essential engineering £8.8m
- Environmental Projects £2.1m
- Housing delivery £4.3m
- Corporate Property Improvements £0.9m
- Life Centre Improvements £1.9m
- Disabled Facilities £1.5m
- Education and Community neighbourhoods £2.m
- Development of a new crematorium £0.6m
- ICT provision, upgrading and creating new capabilities for ICT infrastructure £3.3m

8 Capital Financing 2020/21

8.1 The table below shows the final financing of the 2020/21 capital programme.

Table 7 – Financing of 2020/21 Capital Programme

Method of financing	Total £m
- Capital receipts	1.843
- Grants (e.g. gov't, HLF, LEP, Environment Agency)	43.724
- Contributions, S106 & CIL (neighbourhood element)	1.768
- Borrowing:	
- Corporately funded	21.845
- Service borrowing (revenue budget funded)	36.561
CAPITAL PROGRAMME FINANCING 2020/21	105.741

9 **Grants:** The Council has been successful in obtaining grants from government agencies and other sources to help fund the capital programme and in 2020/21 it spent £43.724m of grant funding.

9.1 **Corporate Borrowing:** Over recent years there has been a large increase in corporate borrowing to help fund capital projects. The cost of interest and loan repayments MRP is directly charged to the revenue budget through Treasury Management. Additional budget will be required

to fund the future interest and loan repayments and this will be reviewed each year as part of the capital and the revenue plans in the MTFP.

- 9.2 **Service Borrowing:** Service departments that pay for their capital project to make changes to their service will pay for the cost of borrowing from savings made from the improved services. The cost of borrowing is based on the amount of the loan, the interest rate and the life of the individual assets. The interest cost is calculated using interest rates provided by the TM Team and is based on the term of the borrowing. The interest rates are fixed for the full term of the borrowing so that the service knows the full cost of borrowing

10 Revised Capital Programme 2021 – 2025

Table 8 - The revised Capital Programme for the period 2021 – 2025:

Directorate	2020/21 Actual	2021/22 Forecast	2022/23 Forecast	2023/24 Forecast	2024/25 Forecast	Total Programme
	£m	£m	£m	£m	£m	£m
Place	93.992	165.858	96.835	17.026	2.649	376.360
People	6.490	7.211	8.709	3.174	0.149	25.733
Customer & Finance Service	4.616	13.695	0.000	0.000	0.000	18.311
Public Health	0.643	12.370	0.000	0.000	0.000	13.013
TOTAL	105.741	199.134	105.544	20.200	2.798	433.417

Cabinet



Date of meeting:	08 June 2021
Title of Report:	Equalities Working Group draft Terms of Reference
Lead Member:	Councillor Nick Kelly (Leader)
Lead Strategic Director:	Giles Perritt (Assistant Chief Executive)
Author:	Giles Perritt (Assistant Chief Executive)
Contact Email:	giles.perritt@plymouth.gov.uk
Your Reference:	
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

The Leader of the Council has proposed the establishment of an Equalities Working Group as a committee of the Cabinet to strengthen and broaden the leadership arrangements for the delivery of the Council's equalities objectives. This report sets out at Appendix A the draft terms of reference of the Working Group.

Recommendations and Reasons

That Cabinet:

1. Endorses the establishment of the Equalities Working Group as a committee of the Cabinet
2. Notes the draft terms of reference at Appendix A.

The Leader and Cabinet wish to demonstrate the Administration's commitment to making significant progress in delivery against the Council's equality objectives.

Alternative options considered and rejected

Not to establish an equalities working group as a committee of Cabinet. This would reduce the Council's ability to provide cross party political leadership to the equalities agenda.

Relevance to the Corporate Plan and/or the Plymouth Plan

The Equalities Working Group will reinforce the values as set out in the draft Corporate Plan, and will support the delivery of several priorities, including: A friendly, welcoming city, People feel safe in Plymouth and An exciting, cultural and creative place.

Implications for the Medium Term Financial Plan and Resource Implications:

No specific financial implications arise from the establishment of the working group, although any expenditure incurred as a result of its decisions will be managed from within existing resources.

Carbon Footprint (Environmental) Implications:

No specific implications arising from the recommendations of this 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.

The Equalities Working Group will directly work towards supporting Plymouth City Council to discharge its duties under the Equality Act 2010. The group will contribute to Plymouth City Council meeting its wider equality and diversity ambitions, including its aim to reach the 'excellence level' of the Equality Framework for Local Government. Due to the nature of this work it is not expected that the decision to form this working group will cause any adverse impacts to those with protected characteristics.

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	Schedule of commitments							

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	djn.2 1.22. 17	Leg	It/367 70/0 8062 1	Mon Off		HR		Asset s		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: 03/06/2021											

Cabinet Member approval: Cllr Nick Kelly (Leader)

Date approved: 03/06/2021

This page is intentionally left blank

EQUALITIES WORKING GROUP

Terms of reference June 2021



Objectives

The diversity of our city is one of our greatest strengths and assets, and we want Plymouth to be recognised as welcoming, safe, international and with a vibrant cultural offer. The equalities working group will be a subcommittee of Cabinet and will seek to:

- Support and input into the development of the Council's ambition to reach the 'Excellence' level of the Equality Framework for Local Government.
- Work with the corporate equalities and diversity group to ensure that there is effective and appropriate Member input into and collaboration with its work
- Work to ensure that we deliver services to all our diverse communities in a way that eliminates discrimination, advances equality of opportunity and fosters good relations
- Celebrate diversity and ensure that Plymouth is a friendly, welcoming city through support for community events and celebrations

Membership

- Cabinet Member with responsibility for Welcoming Plymouth, equalities and diversity
- Cllr Chaz Singh (Chair)
- Cabinet Member with responsibility for Customer Services, Culture Leisure and Sport
- Shadow Cabinet Member with responsibility for Welcoming Plymouth, equalities and diversity
- Shadow Cabinet Member with responsibility for Customer Services, Culture Leisure and Sport

- Assistant Chief Executive
- Service Director for Human Resources and Organisational Development
- Senior Policy Advisor
- Service Director: Community Connections

The working group may co-opt additional members by agreement from within and outside the Council to aid its work

The working group is quorate when at least one Member is present from each political party

Activities and timescales

Review the equality and diversity action plan (July 2020)

Make recommendations for further activities to complement the action plan (July 2020)

Review quarterly performance against the equality and diversity action plan (July, October, January, April)

Governance and reporting

Working group meetings will be held quarterly – dates to be scheduled

Additional meetings will be scheduled as necessary. Stakeholders may be invited by the group to attend meetings. Key findings and recommendations will be submitted to Cabinet as and when agreed.