



Oversight and Governance

Chief Executive's Department
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CABINET – SUPPLEMENT PACK

Tuesday 21 December 2021
4.00 pm
Council House, Plymouth

Members:

Councillor Kelly, Chair

Councillor Nicholson, Vice Chair

Councillors Mrs Bridgeman, Deacon, Downie, Drean, 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 9, 11, 12 and 13.

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

- | | |
|--|------------------------|
| 9. Commitments | (Pages 1 - 14) |
| 11. Finance Monitoring Report October 2021 | (Pages 15 - 24) |
| 12. Budget 2022 - 23 - Draft Budget | (Pages 25 - 36) |
| 13. Council Tax Base Setting 2022/23 and Council Tax Support Scheme 2022/23 | (Pages 37 - 44) |

Cabinet



Date of meeting:	21 December 2021
Title of Report:	The Administration's commitments 2021
Lead Member:	Councillor Nick Kelly (Leader)
Lead Strategic Director:	Tracey Lee (Chief Executive)
Author:	Andrew Loton (Senior Performance Advisor)
Contact Email:	Andrew.loton@plymouth.gov.uk
Your Reference:	
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

The Conservative Administration has identified 86 commitments to Build Back Better in Plymouth. In November the Cabinet announced the completion of four commitments bringing the total completed to 27 since the election in May 2021. A further 16 commitments have now been completed, bringing the total completed to 43 of 86 (50%). This report identifies the 43 commitments completed (Appendix A).

Recommendations and Reasons.

That Cabinet:

1. Agrees and endorses the completion of the 16 commitments numbering 1, 6, 9, 11, 16, 17, 19, 31, 33, 35, 37, 56, 60, 63, 64 and 81 identified in this report.

The Leader and Cabinet wish to demonstrate delivery at pace against the Administration's commitments thus delivering 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, 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 Corporate Plan which was adopted 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.

Sign off:

Fin	pl.21. 22.21 3	Leg	LS/37 838/A C/17/ 12/21	Mon Off		HR		Assets		Strat Proc	
Originating Senior Leadership Team member: Giles Perritt (Assistant Chief Executive)											
Please confirm the Strategic Director(s) has agreed the report? Yes Date agreed: 15/12/2021											
Cabinet Member approval: Councillor Nick Kelly (Leader) Date approved 17/12/2021											

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Appendix A: The Administration's completed commitments

Number	Commitment	Manifesto Section	CMT Member	Cabinet Member	Completed	Delivery
1	Working with key partners we will complete the provision of Health & Well-Being Hubs in Plymouth in order to reduce inequalities in our local communities.	Health, Wellbeing & Safety	Ruth Harrell	Patrick Nicholson	21st December 2021	A plan for the roll-out of the second phase of Health and Wellbeing Hubs is going to Cabinet for approval on 21st December 2021. This will see a further 5 hubs being rolled out over the next 2 -3 years, as well as the City Centre Health and Wellbeing Centre, subject to government approval of the Business Case. This builds on the success of the first 6 hubs that have seen a collaborative effort between PCC, the CCG, Livewell Southwest and the Voluntary, Community and Social Enterprise sectors to deliver health and wellbeing initiatives in communities.
3	We will fast track applications for Blue Badges, disabled facilities grants and disabled parking spaces for those with terminal illness.	Health, Wellbeing & Safety	Craig McArdle	Patrick Nicholson/Jo nathan Drean	10th August 2021	1) Blue Badges- Rapid Review and refresh of existing policy and process- June 2021 - Update public information and promote scheme (July) COMPLETED 2) DFGs-Review and Refresh Existing Independent Living Policy. Update information and communicate widely-July COMPLETED 3) Parking Spaces-Review existing policy and amend to specifically cover terminal illness-July. COMPLETED
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.	Health, Wellbeing & Safety	Craig McArdle / Ruth Harrell	Patrick Nicholson	26th August 2021	We have ensured that our local MPs are aware of the issues facing the population of Plymouth with the current funding situation for both adult social care and public health. We have produced an up to date summary of the key issues facing Plymouth regarding the funding of adult social care and public health. We have also reviewed the ambition for health and wellbeing hubs across the city. Meetings with Members of Parliament have been used to discuss health and adult social care, health and wellbeing hubs and concerns around lack of GP accessibility and dental health care provision.
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. Conservatives recognise that family values and personal responsibility strengthen local communities so we will listen more and act accordingly	Health, Wellbeing & Safety	Craig McArdle/ Ruth Harrell	Vivien Pengelly/ Nick Kelly	29th July 2021	Using our Engagement Framework plan and launch a "Summer of Community Conversations" Conversation topics included: 1. Homelessness-(In partnership with the VCS) Violence against Women and Girls Healthy Communities Together (Social Isolation and Social Connections) City Centre Health and Wellbeing Hub 2. Leader's Listening Residents' Survey Leader's Listening Business Sector Round Table The Homelessness Prevention Partnership first met in June on Engagement. They have continued throughout Summer and went onto an Event on World Homelessness Day. Health and wellbeing hub -The community engagement report was finalised. The engagement with GP patients started on the 29th July and the next phase of community engagement workshops to inform the design of the building were held in September. Healthy Communities Together - community researchers have listened to the experiences of people in terms of loneliness and social isolation and this will be collated together and fed into a bid for stage 2 funding to the Lottery and the Kings Fund.

6	We will encourage more community lunch clubs and activities for lonely people by working in conjunction with voluntary and community groups to establish a wider network of community activities. We aim to reduce social isolation and social exclusion, whilst improving the physical, mental and emotional health and well-being of participants.	Health, Wellbeing & Safety	Craig McArdle	Patrick Nicholson	21st December 2021	<p>As part of the lottery funded 'Healthy Communities Together' programme, we have been working in partnership with POP to train local people as 'community researchers'. These researchers have been having conversations with people in communities to understand their experience of loneliness and social isolation; this will lead to a stage 2 bid to the lottery to enable us to put more activity in place to address social isolation</p> <p>We have funded Age UK (from COVID money) to provide a telephone befriending service targeted at those people who have been shielding or self-isolating; they will be bringing people using the service together into local community groups in order to become more socially included</p> <p>We are also planning a small grant fund to increase wellbeing activity in communities in order to address social isolation and mental, emotional and physical health. We would like groups specifically to promote sharing of food which is a great way to bring people together</p> <p>The CCG have put additional money into Time Banking to specifically support people over 65 to get involved in their local community, sharing skills and supporting each other . Announcement of the second stage of the Healthy Communities Together programme on 2nd December 2021 has enabled us to work strategically across the city on tackling loneliness and social isolation.</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.	Health, Wellbeing & Safety	Anthony Payne	Jonathan Drean/ Maddi Bridgeman	2nd August 2021	<p>We installed 5 new semi-automatic defibrillators and 14 sea swimming safety signs across Waterfront; plus arranged defibs and CPR training courses for 48 business staff and wild swimmers.</p> <p>Improve visual appearance of Mount Batten Water sports Centre ahead of SailGP.</p> <p>Install fibre connectivity required to host SailGP event to Hoe and Millbay.</p> <p>The (trial) NMP swimming platform was installed just off Tinside East Beach on 2nd August.</p>
8	We will appoint a "City Tree Champion" to promote the planting of numerous new trees throughout the city and maintain our existing specimen trees. We will plant 2021 trees in our first year to improve air quality, increase biodiversity and improve our health and wellbeing.	Health, Wellbeing & Safety	Anthony Payne	Maddi Bridgeman/ Patrick Nicholson	6th October 2021	<p>Tree Champion appointed - Cllr Bridgeman</p> <p>Our tree planting programme is well underway and we are due to complete planting of 2021 trees by end December.</p>
9	We will prioritise the work required to eliminate homelessness in our city and the Government's policy to eradicate rough sleeping by 2024 and support the "no second night" initiative	Health, Wellbeing & Safety	Craig McArdle	Vivien Pengelly	21st December 2021	Portfolio Holder has attended the Homelessness Prevention Partnership and set out the vision of the administration for the partnership. The executive has worked up a clear project mandate, priority action plans, and a performance framework. This is now underway to help meet the demands around homelessness including the opening of a night shelter.
11	We will continue to provide funding to create and enhance our play areas. We aim to provide more inclusive and family-friendly parks which include sensory areas.	Health, Wellbeing & Safety	Anthony Payne	Patrick Nicholson	21st December 2021	Play Phase 3 Business Case approved at £380,000. A press release was issued in November highlighting improvements to 10 sites by end of March 2021.

13	We will increase enforcement against anti- social behaviour. This will include fly tipping, dog fouling, littering and graffiti.	Health, Wellbeing & Safety	Ruth Harrell	John Riley	10th August 2021	<p>1. Fly Tipping - new CCTV equipment is now deployed and being used in hotspot areas by PPS. Immediate searching of waste has recommenced from 19th July 2021 to increase evidence collection. Prosecutions and issuing of FPN's is continuing.</p> <p>2. Dog Fouling and Littering - uniformed and non-uniformed patrols to be increased when additional staff available. Fixed Penalty Notices [FPN] are issued for these offences. Numbers available on line.https://www.plymouth.gov.uk/environmentandpollution/environmentalcrime</p> <p>3. Graffiti – It is recognised that this has been increasing across the city, on public and private land. This is a multi-pronged approach, with enforcement being one part. Community Connections are leading on improved reporting through the council website with the police to identify perpetrators and enable a crime to be logged where appropriate. This action should permit persistent tags to be identified easier and means that if an offender is arrested it will give a good base of crimes to put against them. A 'Paint Jam' was organised in June, allowing graffiti artists to showcase work in a specific location, and there was a large appetite for an area to be legally made available for artists to work, similarly to other local authority areas. To facilitate this approach, meetings are planned with the Leader and Portfolio Holder, and if agreed, further meetings will be planned to identify sites. Both BIDS have been approached and are happy to explore this further. Further having just completed the Safer Streets 3 funding application, monies (£28,000) have been requested to assist with reclaiming public spaces and graffiti.</p>
14	We will introduce more CCTV cameras to deter crime but also identify offenders and prosecute to create safer communities for our residents.	Health, Wellbeing & Safety	Anthony Payne / Craig McArdle	John Riley	29th July 2021	We have taken delivery of 10 x rapidly deployable cctv cameras and have received requests from the Police to position a unit where social disturbance is being experienced - there is a formalised process to follow, with a privacy impact assessment being carried out to ensure we are deploying in compliance with section 30 of the Protection of Freedom Act 2012. A further 3 units are ordered and await delivery. We are working with Police, Safer Plymouth and Community to reinforce CCTV cover in the central area of the city and have entered into round 2 of the Safer Street Fund for additional CCTV cover and Emergency Help Points. Fibre interconnections in the North StoneHouse area have replaced aged copper interconnections with additional CCTV cover in Victoria Park and the surrounding residential streets. 94% of the HMPE CCTV cover (x60 units) have now been converted to high resolution PTZ Digital Cameras
15	We will introduce a designated phone line for those without internet access to contact the Council.	Health, Wellbeing & Safety	Andy Ralphs	Mark Deacon	9th November 2021	Contact centre menus and options revised so that it is now very clear that customers have the choice in all cases of talking to an advisor. The options presented to customers and been simplified and language used to describe our services in ways that customers will understand. Where a customer joins a queue they are advised where they are in the queue so that they can exercise their choice to go online if they don't want to wait. Press release published and request for customer feedback on the changes issued.
16	We will continue to work with Devon & Cornwall Police to prevent, detect and reduce crime on our streets making Plymouth a safer and more welcoming city.	Health, Wellbeing & Safety	Craig McArdle	John Riley	11th November 2021	Safer Plymouth continues to keep people in Plymouth Safe. We agreed a new set of priorities formed from MORILE (Management of Risk in Law Enforcement) workshops and a strategic assessment. Strategic Assessment has been signed off at the Safer Executive in October.
17	We will work with our Police & Crime Commissioner to provide additional Police Officers on the beat in Plymouth.	Health, Wellbeing & Safety	Craig McArdle	John Riley	11th November 2021	Conversation with the Police, OPCC and Cabinet Member have been held and an approach to ensuring more officers are deployed at key times as part of the policing strategy.
19	We will accelerate the plans to redevelop Colin Campbell Court and offer NHS, health and dental services within the city centre.	Health, Wellbeing & Safety	Craig McArdle / Anthony Payne	Patrick Nicholson	21st December 2021	NHSE have reviewed and approved local proposals and multi-agency programme team are now working to develop detailed designs. Engagement continues with resident population and potential tenants for the building. Planning proposals will be submitted in December 2021.

21	<p>We believe education is key to life opportunities. Sadly under Labour standards at Plymouth's schools have declined. This is unacceptable. Plymouth continues to be below the national average for all stages, Early years, 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.</p>	Education & Skills	Alison Botham	Dave Downie	13th July 2021	<p>The Place-based Trailblazer Programme has progressed with five priorities being identified. The strong MATs and PCC Education Service have been identified to lead these areas of improvement. Cabinet member announced Placed-based Trailblazer Funding and plan of action and associated PR at Cabinet on 13 July 2021. Discussion also took place at the Education and Children's Social Care Scrutiny Committee on 07 July 2021. Further discussion and communication happened through the Plymouth Education Board on 09 July 2021.</p> <p>A Bright Future – Plymouth Children's Services Plan has been developed which will provide strategic framework for supporting the Plymouth Education Board (PEB) to drive up education improvement. PEB is being aligned with the Plan to have clear governance structure of phase focus strategy boards and inclusion strategy board. The governance of the Place-based Trailblazer programme is fully developed in partnership between PCC, MATs and the Regional School Commissioner (RSC). The School Causing Concern Process has been reviewed and renamed as Every Child Attends a Good School Review Process in order to have a more robust system to monitor schools' performance and to intervene timely where necessary.</p>
22	<p>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</p>	Education & Skills	Alison Botham	Dave Downie	13th July 2021	<p>A new attendance related Penalty Notice Code of Conduct has been developed, consulted and agreed to by the schools and the stakeholders, committing to not fining parents for an unauthorised absence of up to 10 sessions.</p> <p>The Code of Conduct for Penalty Notices has been reviewed to reflect the position in Plymouth and all schools supported to enforce regular school attendance. At present penalty notices can be issued for all types of unauthorised school absence, but not unauthorised holiday absence. Plymouth City Council held a statutory consultation in relation to changes to the Code of Conduct. It has been presented to Head teachers and MAT CEOs' meetings. As a result of the Consultation a new Code of Conduct will be launched on 1 September 2021. The new Code of Conduct will change the threshold for unauthorised holiday absence within the Code of Conduct from 8 sessions to 11 sessions for unauthorised holiday absence only and keep the threshold at 8 sessions for all other types of unauthorised absence. This will provide an opportunity for families to take a week of unauthorised holiday during term time every 12 months, whilst enabling schools to continue to tackle other types of unauthorised absence at an early stage.</p>

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	Education & Skills	Alison Botham	Dave Downie	13th July 2021	<p>Cabinet member announced at Cabinet on 13 July 2021 that City Council welcome the Government's increased in school funding, setting out the city's effort to use this opportunity to enhance school improvement collaboration.</p> <p>While the City Council recognise that the funding is dedicated to schools, PCC's Education Service have taken into account this new funding landscape in developing school improvement partnership and Every Child Attends a Good School Process in order to empower schools to improve through a school-led self-improving system. The Council's Finance Service have analysed the funding increase and provided an accurate calculation of what Plymouth schools will receive. It will be an average per pupil increase of £225 (4.6%) compared against the 2020/21 baseline. The national average per pupil increase is £196 (3.9%). Plymouth's average funding increase per school is £0.066m for primaries and £0.173m for secondaries. This additional funding will help to raise standards and promote inclusion across the city, with a significantly increased potential to sustain the school improvement collaboration in Plymouth. This additional funding will go some way to helping us achieve our commitment and to ensure no child is left behind - it will help to raise standards and promote inclusion across the city, and will significantly increase the potential to sustain the collaboration that has been happening between us and schools to deliver the improvement that is needed. This work will also be supported by the recent funding announcement where Plymouth has been selected as one of only 4 areas nationally to benefit from a share of £10m to pilot new place-based school improvement approaches to improving educational attainment.</p>
25	Plymouth Conservatives will continue to campaign for fairer funding where Plymouth schools see equal funding to London schools	Education & Skills	Alison Botham	Dave Downie	13th July 2021	<p>The Code of Conduct for Penalty Notices has been reviewed to reflect the position in Plymouth and all schools supported to enforce regular school attendance. At present penalty notices can be issued for all types of unauthorised school absence, but not unauthorised holiday absence. Plymouth City Council held a statutory consultation in relation to changes to the Code of Conduct. It has been presented to Head teachers and MAT CEOs' meetings. As a result of the Consultation a new Code of Conduct will be launched on 1 September 2021. The new Code of Conduct will change the threshold for unauthorised holiday absence within the Code of Conduct from 8 sessions to 11 sessions for unauthorised holiday absence only and keep the threshold at 8 sessions for all other types of unauthorised absence. This will provide an opportunity for families to take a week of unauthorised holiday during term time every 12 months, whilst enabling schools to continue to tackle other types of unauthorised absence at an early stage.</p>

27	As Conservatives, 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	The Environment	Anthony Payne	Maddi Bridgeman	25th August 2021	<p>We continue to champion adherence to the waste hierarchy, empowered by the government's Environment Bill, which is currently under consultation. We continue to explore ways to make it easier for businesses and communities to reduce the waste they produce and to favour reuse and recycle over recovery and disposal.</p> <p>Within the 'Preventing Plastic Pollution' (PPP) project we are seeking to work with '50 local businesses and 50 local communities' to help them reduce their plastic waste and explore new ways to evidence change and illustrate modifications in their supply chains. They will have the opportunity to sign up to a Plastic Charter.</p> <p>As part of this work, we have developed a 2 year contract with 'The Ocean Conservation Trust' and Environment Plymouth to act as external experts. Work will build on those pledges and networks already identified when Plymouth became a Plastic Free City. To date, we have seven new businesses, three new schools and four new tourism and leisure groups signed up to the revised Charter.</p> <p>Moreover, the Plastics Task Force and PPP project have worked with the following local communities in the last 12 months:</p> <p>Odyssey Innovations, National Marine Aquarium, Surfers Against Sewage, Marine Conservation Society, Food Plymouth, Source to Sea, Clean Our Patch, 1000 Tyres Project, KFC, Plastiki, Precious Plastic Plymouth, FabLab Plymouth, Smart Citizens Programme</p>
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	The Environment	Anthony Payne	Jonathan Drean	10th August 2021	<p>The Actions below demonstrate how we have delivered the commitment (1) Reviewed and updated Asks Document and engaging MPs.</p> <p>2) Lobbying letter from Cabinet Member sent to Secretary of State.</p> <p>3) Cabinet Member for Transport has reviewed the planning policies in relation to EV charging.</p> <p>4) Continued to promote existing charging points around the city.</p>
31	We will support community volunteers to keep our streets, greenspaces and beaches clean.	The Environment	Craig McArdle / Ruth Harrell	Vivien Pengelly/Maddi Bridgeman	21st December 2021	<p>The first Plastics volunteer event working with Plymouth Gin Distillery took place on Tuesday 13th April 2021 on the Barbican. 9kg of plastic waste was collected. 13 people involved. The second event working with Plymouth City Council staff took place on Wednesday 28th April 2021 on the Hoe. 5.3kg of plastic waste was collected. 12 people involved. The third event took place on Wednesday 12th May 2021 at Teat's Hill. 10.9kg of plastic waste was collected. 5 people involved working with NMA and Gin Distillery staff.</p> <p>All Mayflower Maker and the Plymouth Good Neighbour Scheme volunteers have been actively encouraged to sign up to the: Clean Our Patch, Keep Britain Tidy and Plymouth Beach Clean volunteer activities. All these projects and additional opportunities for volunteers to keep our streets, greenspaces and beaches clean are advertised on the Our Plymouth website. Work to support volunteering will be ongoing post the sign off of this commitment.</p>

33	We will establish an investment fund, via the Council's capital spending programme, to promote the creation of a vibrant small business start-up sector in Plymouth.	Job Creation	Anthony Payne	Nick Kelly	21st December 2021	<p>Four brand-new projects will offer businesses a lifeline and support Plymouth's economic recovery following the coronavirus pandemic.</p> <p>The aim is to create 50 new jobs, 27 new social enterprises and support more than 140 individual businesses. This will involve helping individuals into self-employment or guiding them as they set up new businesses, as well as supporting existing businesses looking to 'relaunch' after the interruption caused by coronavirus.</p>
35	We will lobby the Government and protect our Dockyard. It is home to the Royal Navy and is the largest dockyard in Western Europe.	Job Creation	Anthony Payne	Nick Kelly	21st December 2021	<p>We have continued to lobby and protect and support partners to protect the naval base. This has included, including South Yard in the Freezone bid, inviting Secretary of State for Defence to Plymouth, writing to the Secretary of State for Defence, Ben Wallace MP in the summer seeking government's continued commitment to HMNB Devonport and specifically the base porting and maintenance of the Type 26 and through life support for the Type 31 Frigates. We have provided cross party MP briefings on future deep maintenance of the Type 26 Frigates.</p>

37	We will build on our enviable reputation for hosting major nautical events such as the Americas Cup, the Fastnet, Sail GP	Job Creation	Anthony Payne	Mark Deacon	22nd December 2021	Against fierce global competition we have secured Sail GP for 2022. This global sailing event shines a spotlight on City positioning Plymouth as Britain Ocean City
51	We will prioritise the delivery of the proposed dual carriageway road improvement works from Woolwell to The George pub	Infrastructure	Anthony Payne	Jonathan Drean	9th September 2021	Completed: With support from the Cabinet Member for Transport, SP&I has submitted a bid for £19.9m to DfT to its Levelling up Fund on 18th June. The full award of £19.9m from LuF for the Woolwell to the George scheme was announced by Government on 27th October and Cabinet on the 9th November allocated £33.5m to the Capital Programme to enable delivery of the Woolwell transport scheme This includes the requirement for £7.3m of Local Authority Corporate Borrowing. Delivery will be between Summer 2022 and Autumn 2024.
52	Continue to raise the city's profile with Government to level up the investment within the city to provide a resilient and reliable road and rail network to serve Plymouth.	Infrastructure	Anthony Payne	Nick Kelly/ Jonathan Drean	9th September 2021	Completed: Councillor Jonathan Drean, Cabinet Member for Transport made an announcement at the Cabinet meeting on the 12th October of the work that continues to raise the city's profile with Government to level up investment within the city to provide a resilient and reliable road and rail network to serve Plymouth.
53	Lobby for the M5 motorway to be extended past Exeter to Plymouth	Infrastructure	Anthony Payne	Nick Kelly/ Jonathan Drean	9th September 2021	Completed: Councillor Jonathan Drean, Cabinet Member for Transport made an announcement at the Cabinet meeting on the 12th October to say he had written to Plymouth's local MP's to seek their continued support for the A38 between Bodmin and Exeter to be included as a priority for investment in the Government's forthcoming third Road Investment Strategy (RIS3).
56	We will make sure utility companies minimise the impact of their works on the highway network and repair the carriageway to the same standard.	Infrastructure	Anthony Payne	Jonathan Drean	21st December 2021	Highways will enforce the permitting requirements for the undertaking of works on the Highway to effectively manage works on the Highway and minimise disruptions. Highways will robustly apply the requirements of NRSWA to ensure statutory undertakers and private contractors reinstate the highway to the same condition as previous, with inspections undertaken by dedicated Highways inspectors. Sept 2020 saw the introduction of NRSWA Dft revision and the team are robustly applying legislation, Cllr Drean being regularly update in PH meetings.
57	We will NOT introduce a congestion charge in Plymouth. This would be detrimental to residents and local businesses.	Infrastructure	Anthony Payne	Jonathan Drean	8th June 2021	Completed: Announcement by the Cabinet Member for Transport at the 8th June Cabinet confirming there are no plans to introduce a congestion charge in Plymouth and issue comms.
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	Infrastructure	Anthony Payne	Jonathan Drean	10th August 2021	We have publicised and will continue to do so, free shopper car parks as part of promotion of local shopping centres. A Cabinet member decision was taken in early August marking the completion of the commitment

60	We will encourage and help facilitate the greater use of public transport, walking and cycling as a more sustainable way of getting around the city. We will work with bus operators to provide the services and routes you want	Infrastructure	Anthony Payne	Jonathan Drean	21st December 2021	Plymouth City Council have worked in partnership with Plymouth's bus operators on the development of a Bus Service Improvement Plan for Plymouth. The Plan has been informed by stakeholder consultation to ensure it provides the services and routes Plymouth residents want and need. The vision is for Plymouth's buses to be more frequent, more reliable, easier to understand and use, better co-ordinated and cheaper. Submission of the Bus Service Improvement Plan to DfT in October, alongside the publication of Plymouth's 2021 Local Cycling and Walking Infrastructure Plan, achieves the Council's commitment to encourage and help facilitate the greater use of public transport, walking and cycling as a more sustainable way of getting around the city.
63	We will exempt all motorcycles (2 wheels) from having to have a residential parking permit, currently £30 pa	Infrastructure	Anthony Payne	Jonathan Drean	21st December 2021	This commitment has been delivered. Charges for residents permits stopped from 1st December 2021.
64	We will review the provision of disabled parking spaces to ensure there is sufficient parking for blue badge holders	Infrastructure	Anthony Payne	Jonathan Drean	21st December 2021	We have undertaken a review of all disabled parking provision within our car parks and On Street locations to ensure adequate provision of parking to support persons with impairments. Our consideration to blue badge holder parking was recently underpinned from an independent review identifying Plymouth as the 2nd most accessible areas for disabled parking.
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	Infrastructure	Anthony Payne	Jonathan Drean/ John Riley	10th August 2021	The Council advertised proposals to increase from 2 to 3 hours free parking on 24th June as part of the statutory process. Subject to any representations received, following the statutory consultation, Cabinet Member authority will be sought, via Exec Decision, to implement the change. It is proposed to modernise CCTV within the car park with new digital CCTV systems.
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	Infrastructure	Anthony Payne	Jonathan Drean	26th August 2021	1. Operational – A target campaign in areas know to suffer from challenges of On Street parking through raising awareness of the issues and encouraging people to use off street parking through leaflets/material/information Letters sent out on the 26th August 2021 to specific businesses/companies in areas we are aware of challenges with the parking of business vehicles on the street. The letters are to raise awareness of the challenges and associated safety concerns creates around On Street parking, especially larger vehicles, and asks if companies can work with us to consider this going forward, review vehicle use – links to our sustainable travel options and, that Off Street parking is used over parking in On Street where available. The sending out of the letters is phase one of an ongoing work stream. This approach allows us to have delivered against this commitment. 2. Strategically – To engage SP&I to ensure this is a consideration and factored into new housing developments
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	Infrastructure	Anthony Payne	Jonathan Drean	10th August 2021	We are expanding the city's traffic management capabilities whilst increasing Road Capacity by 13% (DfT prediction) by investing in 'Microprocessor Optimised Vehicle Actuation (MOVA)' technology which makes more effective use of the Highway network at all times of the day and night by increasing the virtual intelligence of signalised junctions, allowing the controllers to 'learn' traffic movements, maximise control efficiency and communicate with up/down stream junctions. They are also equipped with Vehicle technology - in readiness for semi automated vehicle movement.
81	We believe tenants who live in Houses of Multiple Occupancy (HMOs) have the right to live in affordable, good quality and safe accommodation. To ensure these standards are met we will scrutinise HMOs across the city so that such accommodation makes a valued contribution to Plymouth's housing stock	Housing	Craig McArdle	Vivien Pengelly	21st December 2021	Officers reported on the current success of improving HMO conditions in the City which was shared with the Cabinet Member and action agreed.

82	We will reduce the cost of Plymouth City Councillors by removing the new additional Councillor allowances Labour introduced immediately they took control in 2018.	Cutting Costs	Giles Perritt	John Riley	17th June 2021	At the Annual General Meeting in June 2021 the Administration confirmed a reduction in Cabinet members from 10 to 8. The Administration has also not appointed to Assistant Cabinet member positions for which an allowance was previously given.
83	We will scrap the £15 bin delivery charge	Environment	Anthony Payne	Maddi Bridgeman	17th June 2021	Completed: Delegated decision taken by the Leader on the 9th June. Implemented on the 17th June.
84	We will extend the green garden waste collection period including bags and go back to fortnightly collections	Environment	Anthony Payne	Maddi Bridgeman	17th June 2021	Completed: Delegated decision taken by the Leader on the 9th June. Implemented on the 17th June.
85	We will scrap the need to register EVERY year for the green garden waste collection service	Environment	Anthony Payne	Maddi Bridgeman	17th June 2021	Completed: Delegated decision taken by the Leader on the 9th June. Implemented on the 17th June.
86	We will scrap the charges to dispose of soil and rubble for local residents at Chelson Meadow	Environment	Anthony Payne	Maddi Bridgeman	17th June 2021	Completed: Delegated decision taken by the Leader on the 9th June. Implemented on the 17th June.

Cabinet



Date of meeting:	21 December 2021
Title of Report:	Finance Monitoring Report October 2021
Lead Member:	Councillor Nick Kelly (Leader)
Lead Strategic Director:	Brendan Arnold (Service Director for Finance)
Author:	David Northey - Head of Integrated Finance Hannah West – Finance Business Partner
Contact Email:	David.northey@plymouth.gov.uk
Your Reference:	Fin/djn/2021(07)
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

This report sets out the revenue finance monitoring position of the Council to the end of the financial year 2021/22, as at the end of October 2021.

Recommendations and Reasons

That Cabinet:

1. Notes the current revenue monitoring position;
2. This is part of the monthly monitoring cycle to ensure good financial reporting in line best accounting practices.

Alternative options considered and rejected

None – our Financial Regulations require us to produce regular monitoring of our finance resources.

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.

Financial Risks

This is the monitoring position as at the end of October 2021. As with all financial information there are associated risks as we move through the year. These are set out in the report, and in particular within the savings chart. All efforts will be made to bring the financial position back to a balanced outturn at the year end.

Carbon Footprint (Environmental) Implications:

No impacts directly arising from this report.

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

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.

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	2021/22 Savings status							

Background papers:

*Add rows as required to box below

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

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

Sign off:

Fin	pl.21. 22.20 9	Leg	LS/37 829/A C/16/ 12/21	Mon Off		HR		Assets		Strat Proc	
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Originating Senior Leadership Team member: Brendan Arnold (Service Director for Finance)

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

Date agreed: 30/11/2021

Cabinet Member approval: Councillor Nick Kelly (Leader)

Date approved: 26/10/2021

SECTION A: EXECUTIVE SUMMARY

Table 1: End of year revenue forecast

	Budget £m	Net Forecast Outturn £m	Variance £m
Total General Fund Budget	195.541	196.424	0.883

The forecast revenue outturn after the application of Covid grants and council mitigating actions is currently estimated at £0.883m over budget, which is a variance of +0.45% against the net budget (+0.17% against the gross budget). This is an adverse movement in the month of £0.154m from the last report (period 6).

This is the October monitoring report for 2021/22 and it should be noted that the financial position will fluctuate as we move through the year. Officers and Members will work closely to manage the finances towards a balanced position by the end of the year.

Within this position the following headline financial issues are reported:

1. The pandemic continues to have a major impact on our financial resources, with a potential drawdown of £17.257m against the currently available grants. The impact of COVID-19 will continue in this financial year but in this forecast the additional costs identified are offset by grant and so there is a nil impact on the forecast variance.
2. Key budget pressures:
 - a) £0.655m reported within Customer & Corporate Services Directorate. This has improved by £0.110m in the last month owing to continued management of staff vacancies.
 - b) £0.414m reported within Children's; this has moved from a nil variance and reflects the movement on the fostering savings plan to red status.
3. Key favourable variances:
 - a) The Public Protection Service, within The Office of the Director of Public Health (ODPH), is reporting an underspend of £0.327m.

SECTION B: Directorate Review**Table 2: End of year revenue forecast by Directorate**

Directorate	Budget £m	Forecast £m	COVID offset £m	Forecast Net Variance £m	Status
Executive Office	5.429	5.694	(0.245)	0.020	over
Customer and Corporate Services	44.031	45.850	(1.164)	0.655	over
Children's Directorate	53.047	61.865	(8.404)	0.414	over
People Directorate	89.441	93.018	(3.577)	0.000	on budget
ODPH	(0.537)	(0.730)	(0.134)	(0.327)	under
Place Directorate	24.976	28.830	(3.733)	0.121	over
Corporate Items	(20.846)	(38.103)	17.257	0.000	on budget
Total	195.541	196.424	0.000	0.883	over

1. Executive Office

- 1.1 The Executive Office is reporting a small overspend due to printing costs. COVID-19 related pressures have further increased due to costs associated with court activity and resourcing.

2. Customer and Corporate Services Directorate

- 2.1 The Customer and Corporate Services Directorate is forecasting an over spend of £0.655m. This is a further improvement from last month of £0.110m. Work will continue to adopt mitigating actions and the position will continue to be closely monitored moving forward. COVID-19 costs have also increased by a further £0.101m due to loss of rent as office building is not used and increased software costs.

3. Children's Directorate

- 3.1 The Children's Directorate is forecasting an over spend of £0.414m. This has increased from a forecast breakeven position last month, due to moving the risk of delivery of part of the Fostering delivery plan from Amber to Red. COVID-19 related costs have increased to £8.404m for the year, due to increased placement and staffing costs. This is offset by applying equivalent grant funding.

4. People Directorate

- 4.1 The People Directorate is forecasting a breakeven position for the year.

5. Office of the Director of Public Health (ODPH)

- 5.1 Public Protection Service, within Public Health, is report an under spend of £0.327m as a result of staffing costs being charged to Covid grant and additional funding that has been received.

6. Place Directorate

- 6.1 The directorate is reporting an over spend of £0.121m due to income targets being impacted on following delegated decisions signed off in June 2021. Service areas are doing what they can to mitigate.

6.2 COVID-19 related additional spend and income foregone totals £3.733m. The majority of this continues to relate to loss of car parking income. Although significant increased costs are still showing in Street Scene and Waste.

7. **Corporate Items**

7.1 The overall position shows a nil variation.

7.2 COVID-19 financial support continues to be held here, and is being used to offset pressures that have arisen across all Directorates as a result of the pandemic; currently these are forecast to a total of £17.257m.

Appendix A 2021/22 Savings status (I) Summary

	Total	Achieved savings	on track for delivery	Working on for delivery	Planned, internal/external actions required to deliver
	£m	£m	£m	£m	£m
Children's	4.001	1.723	0.688	1.176	0.414
People	3.160	3.160	0.000	0.000	0.000
ODPH	0.028	0.028	0.000	0.000	0.000
Customer & Corporate	4.571	1.136	1.896	0.019	1.520
Place	1.035	0.080	0.045	0.257	0.653
Corporate Items	1.050	1.015	0.000	0.000	0.035
2021/22 Savings	13.845	7.142	2.629	1.452	2.622

Appendix A 2021/22 Savings status (2) Detail

Directorate / Plans	Target Savings	Achieved savings	Plans on track for delivery	Plans worked on for delivery	Planned, internal/external actions required to deliver
	£m	£m	£m	£m	£m
Children					
EPS step up	0.152			0.152	
Home to School Transport	0.179			0.179	
AST	0.500	0.168		0.332	
Fostering	0.670	0.189	0.067		0.414
Troubled Families	0.650	0.317	0.333		
Placement Review	1.400	1.049	0.288	0.063	
Management Actions	0.450			0.450	
Children - Savings	4.001	1.723	0.688	1.178	0.414
People					
Care Package Reviews (SC)	0.775	0.775			
Direct Payment Reviews (SC)	0.250	0.250			
Increased FCP Income (SC)	0.100	0.100			
Commissioned Contracts (SC)	0.250	0.250			
Grant Maximisation (CC)	0.200	0.200			
Management Actions (CC)	0.050	0.050			
Income Targets (CC)	0.050	0.050			
One Off Savings 2020/21 (SC)	1.485	1.485			
People - savings	3.160	3.160	0.000	0.000	0.000
ODPH					

Additional Income	0.008	0.008			
Additional Income #2	0.020	0.020			
ODPH - savings	0.028	0.028	0.000	0.000	0.000
Customer, Corporate Services and Executive Office					
Efficiency	0.949				0.949
FM review	0.550				0.550
Business support	1.200	0.917	0.283		
ICT	1.000		1.000		
CEX; Legal services	0.100		0.100		
Coroner	0.040			0.019	0.021
Training	0.153	0.153			
Capitalise Capital Team	0.050	0.050			
Internal Audit	0.016	0.016			
Departmental	0.513		0.513		
Customer & Corporate Services and Executive Office savings	4.571	1.136	1.896	0.019	1.520
Place					
Regeneration Property Fund	0.500				0.500
Concessionary Fares	0.080	0.080			
Weston Mill, bulky & trade waste income	0.208			0.180	0.028
Resident Parking	0.060				0.060
On/Off parking	0.065				0.065
Fees and charges including Mt. Edgcumbe	0.122		0.045	0.077	
Place savings	1.035	0.080	0.045	0.257	0.653
Corporate					
Schools PFI - adjustments	1.015	1.015			
Income target not allocated	0.035				0.035
Corporate savings	1.050	1.015	0.000	0.000	0.035
Overall Total savings	13.845	7.142	2.629	1.452	2.622

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Cabinet



Date of meeting:	21 December 2021
Title of Report:	Budget 2022/23 – Draft Budget
Lead Member:	Councillor Nick Kelly (Leader)
Lead Strategic Director:	Brendan Arnold (Service Director for Finance)
Author:	David Northey, Stephen Coker and Paul Looby
Contact Email:	David.northey@plymouth.gov.uk Stephen.coker@plymouth.gov.uk Paul.looby@plymouth.gov.uk
Your Reference:	Fin/Bud/2022/23
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

To provide an update on progress on the development of the 2022/23 budget.

Under the Council's Constitution, Cabinet is required to recommend the 2022/23 Budget to Council. This report sets out the latest information available to enable Cabinet to consider the first tranche of recommendations to Council in respect of the 2022/23 budget.

Cabinet received a report at their meeting on 9 November which provided an update on progress at the date on the development of the 2022/23 budget. The report identified the initial budget shortfall of £20.240m. Over the last month further work has been undertaken to enable this shortfall to be significantly reduced.

A summary of the proposed budget savings has been included for Members' consideration.

A summary of the outcome from the Provisional Local Government Settlement has not been included within this report and will be covered in a supplementary report. This is because the Settlement is expected in mid-December.

Recommendations and Reasons

That Cabinet:

- I. Note this report is subject to change in line with any Settlement adjustments;

2. Approve the savings options as set out in Appendix 2. Once approved these will be presented to Budget Scrutiny for review and after consideration of Scrutiny recommendations, to Full Council.

This report is put before Cabinet as they are required to approve the savings in order to step towards a legal and balanced budget in February 2022.

Alternative options considered and rejected

None - The approval of Council's budget is a statutory requirement so there are no alternative options.

Relevance to the Corporate Plan and/or the Plymouth Plan

The development and approval of the annual budget and the Medium Term Financial Plan (MTFP) 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:

The resource implications are set out in the body of the report.

Financial Risks

The Council is a complex service organisation with a gross revenue expenditure budget exceeding £500m. It is essential that careful consideration is given to all factors that could impact upon the budget to ensure they are – when eventually approved - robust and deliverable within the overall budget allocations that are available

Carbon Footprint (Environmental) Implications:

No impacts directly arising from this report.

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

The reducing revenue 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.

Appendices

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
1	Net additional cost pressures and adjustments							
2	Proposed Savings by Directorate							

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	ba.21. 22.21 1	Leg	LS/37 833/A C/16/ 12/21	Mon Off		HR		Assets		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: 15/12/2021											
Cabinet Member approval: Councillor Nick Kelly (Leader)											
Date approved: 14/12/2021											

I Introduction

- I.1 This report provides an updated position for the Council's budget.
- I.2 The Council continues to manage a challenging financial environment where service demands continue to increase, the ongoing impact of COVID-19 continues and where uncertain and unpredictable funding levels remain.
- I.3 The Comprehensive Spending Review (CSR) provided some positive news for Local Government with a real terms increase in resources. The details from the CSR will be understood in greater detail when the Provisional Local Government Finance Settlement is received in mid-December 2021.
- I.4 This report will form part of the key budget papers that will be made available to the Budget Scrutiny meeting when it considers the draft budget proposals. These will include:
- The draft 2022/23 Budget by service;
 - A list of savings proposals;
 - Treasury Management Strategy as approved by Audit and Governance Committee on 29 November 2021;
 - Capital Strategy as approved by Audit and Governance Committee November 2021.

2 Background

- 2.1 The Council is scheduled to set a budget for the next financial year on 28 February 2022. Once again, this is very challenging as, like all local authorities, the Council is facing growing pressures on resources as demand for services rises and costs increase whilst funding reduces.
- 2.2 This report highlights that due to estimated reductions in funding and rising demand for services the forecast budget shortfall is £20m for 2022/23. This is in addition to the ongoing savings targets we have already agreed in previous years in order to protect services for Plymouth residents. The Council has worked hard over the last few years to reduce costs and has achieved this without significantly reducing services. Savings of over £25 million – largely related to improved efficiency - have been achieved over the last three years. For reasons already mentioned the shortfall in funding is likely to increase in future years, which means that, where possible, savings need to be both recurring and sustainable in the longer term.
- 2.3 The existing challenges have been exacerbated over the last 18 months by the coronavirus pandemic, which has required the Council to introduce significant changes in how it operates in order to manage the impact on Plymouth and its residents.
- 2.4 Every part of the Council has been involved in the response and many employees and services have worked in new ways, whether launching new services to provide additional support for vulnerable residents, continuing to provide services using Covid-safe measures, or dealing with a rise in the number of vulnerable children needing support. The additional costs arising from these endeavours are now expected to decline but persist in 2022/23 and contribute to the forecast shortfall in that year.
- 2.5 A significant amount of work has been carried out to support the city's economy, which has been severely affected by the pandemic. The Council distributed more than £92 million of

Government grants to help more than 7,440 Plymouth business affected by the impact of COVID-19.

- 2.6 In 2019/20 the Council received £23 million in grants to help cover the additional costs of responding the pandemic. In 2020/21 we received a further £9m; it is unlikely – arising from the national position of the public finances - that the Council will receive the same levels of grant funding to help offset the costs of the pandemic moving forward. This means that challenging decisions lie ahead to ensure that the services delivered by the Council are the best possible for Plymouth and its people given the resources available.
- 2.7 It should be noted that options are limited by the fact that the Council needs to deliver a large number of services as a statutory requirement and has limited scope to influence how these services are delivered. Examples of this include supporting vulnerable children and adults in the city.
- 2.8 Despite these challenges, the City Council is ambitious for Plymouth and its residents and is keen to pursue its vision of making Plymouth a great place to live, work and visit. In doing so listening to the views of city residents is a key part of the budget setting process and decision making.

3. Provisional Local Government Finance Settlement

- 3.1 At the time of writing this report the Provisional Settlement has not been announced. Receipt is expected in mid-December 2021. As in previous years the late timing of the announcement has not been helpful with regard to preparing the Council's budget. However any differences between the assumptions made within this report and the Provisional Settlement will be updated in a subsequent report which is scheduled for Cabinet in early February 2022 before onward presentation to Council for decision.

4 Budget Consultation

- 4.1 A public engagement to support the 2022/23 budget setting process took place between 05 November and 28 November 2021. A questionnaire was developed which asked respondents to prioritise key public services the Council provides.
- 4.2 The engagement was promoted in the local media and through the Council's own channels, which included a website banner, newsroom feature and press release. Social media posts were viewed by more than 17,000 people on Twitter and 77,500 people on Facebook and the message arrived in almost 73,000 inboxes via e-newsletters. Library staff were given access to a print version of the questionnaire and social media posts and the email newsletters asked residents to inform their friends and family without internet access on how to take part. The questionnaire was also shared internally in Staff News bulletin.
- 4.3 This year's budget engagement exercise yielded a response rate that compares well with previous exercises and 1,196 online questionnaires were completed and entered for analysis. The engagement also provided the opportunity for respondents to give comments on a number of potential areas for savings. These were themed under the following headings;
 - Continuously improving what we do to provide better value for money
 - Caring for the elderly and vulnerable adults in our community
 - Protecting vulnerable children and young people
 - Investing in a clean and safe city and reducing our carbon footprint
 - Raising income and reviewing fees and charges

- 4.4 The themes arising from the engagement will be provided as part of the final budget proposals in the New Year.

5. Budget Planning Assumptions – Core Funding

Council Tax

- 5.1 The Council Tax base for 2022/23 has been set at 73,830 properties, an increase of 715 on 2021/22. The Council Tax Base report for 2022/23 appears elsewhere on this Cabinet agenda and will be presented to Council in January 2022 for approval.

The average band D council tax base is set out in the table below.

	Council Tax Base (Band D Properties)
2021/22	73,115
New Homes Growth	478
Council Tax Support Claimants	(165)
Higher 2021/22 forecast	433
2022/23	73,830

- 5.2 The rise in the council tax base for 2022/23 primarily reflects the increase in the number of properties within the City offset by an increase in the number of residents claiming Council Tax Support which has increased by 2.54% in the last year. The collection rate has been maintained at 97.5% which is realistic and prudent due to the current economic climate.
- 5.3 Following CSR21 it is understood from Government that the Council Tax Referendum Limit is to remain at 1.99% (i.e. this is the highest level of increase permissible without a referendum) and an adult social care precept of 1%. These will be confirmed as part of the Provisional Finance Settlement. These increases, if adopted, would provide an additional £2.429m in Council Tax and £1.221m of ASC Precept to an overall total of £3.650m. The Government has assumed that councils will maximise these items when referencing increases to councils' core spending power across the three years of the CSR.

Business Rates

- 5.4 The full impact of COVID-19 upon the business rates income that Plymouth will receive in 2022/23 is still uncertain due to the unprecedented level of rate relief and support from central government for local businesses. This is a national issue and reflects the ongoing impact of COVID-19 but also the challenges across the retail and hospitality sector. Therefore, no growth in the business rates base has been included. However, business rates income will increase by £2.1m in 2022/23 from the current £63.010m to a revised £65.130m. This is as a result of the CSR21 which stated the multiplier would be set at 0% but with a Section 31 Grant received to compensate Councils for the equivalent of inflation.

Revenue Support Grant (RSG)

- 5.5 After a series of one year funding Settlements the Chancellor announced as part of the CSR that local government would receive a three year funding package. Local government was expecting confirmation of a timetable for the Funding review and move to 75% Business Rates Retention. However the Government has indicated that there may not be a fundamental review and they will use the Levelling-Up Agenda to address issues relating to the distribution of local government funding. For planning purposes at this stage the figure for 2021/22 (£9.742m) has also been estimated for 2022/23. It is expected that the actual

figure for RSG or an alternative resource will be advised in the Provisional Finance Settlement.

New Homes Bonus

- 5.6 CSR21 provided no details of any replacement for new homes bonus and the allocation will be confirmed as part of the subsequent Settlement. For planning purposes new homes bonus is assumed to be £0.811m, 50% of the amount received in 2021/22.

Public Health Grant

- 5.7 The Public Health grant is another key source of income and is used to improve the health of the population, and in particular to tackle large differences in health outcomes that we see between local areas. At the time of writing this report the 2022/23 grant has yet to be advised but the CSR confirmed that the overall value would not change from 2021/22.

6. Resources Summary

- 6.1 In addition to the resources referred to above the Council receives a range of other one off specific grants. These include Better Care Fund grant, social care grant and others which form part of the awaited Settlement. The maximum amount of core resources that could be available to the Council are summarised below. The table below includes figures for a Council Tax increase of 1.99% and a 1% increase in the Adult Social Care precept and the resultant budget shortfall with and without the maximum increases.

	Budget	Without CT increases	With maximum CT & Precept increases
Unringfenced Resources	2021/22 £m	2022/23 £m	2022/23 £m
Council Tax	(121.449)	(121.354)	(125.004)
Business Rates	(63.010)	(65.130)	(65.130)
RSG	(9.742)	(9.742)	(9.742)
Use of Reserves	(1.367)	(0.000)	(0.000)
Total Resources	(195.568)	(196.226)	(199.876)
2021/22 Budget Base	195.568	195.568	195.568
Add Net additional costs pressures and adjustments (Appendix 1)		20.942	20.942
Less Savings proposals (Appendix 2)		(6.751)	(6.751)
Budget Shortfall	0.000	13.533	9.883

- 6.2 For Plymouth, every quarter percent (0.25%) increase in the Council Tax would yield an additional £0.305m; likewise each quarter percent rise in the precept would also yield an additional £0.305m.
- 6.3 The final recommendations on these matters will be presented for decision to Full Council on 28 February.

7. Budget Pressures

- 7.1 As is usual practice in the Council it is assumed that with a small number of exceptions set out in this report, inflationary pressures are absorbed within service budgets.
- 7.2 The estimated budget pressures for 2022/23 are detailed in Appendix I. These include significant cost and volume increases for Adults' and Children's Services together with additional corporate costs covering salary and pensions plus the cost of financing the capital investment programme.
- 7.3 The Council is committed to the National Living Wage and ensuring our care providers receive the necessary funding. The increase in the National Living Wage from the current £8.91 per hour to the announced £9.50 per hour from April 2022 gives an additional cost pressure of £4.476m to the Council although this is expected to be offset from Government grant in 2022/23.
- 7.4 The City has a capital investment programme which supports the local economy and the revenue implications of this investment are included within the budget plans, with an additional £2.442 made in 2022/23.
- 7.5 A significant proportion of our revenue budget is spent on two main areas; Adults' and Children's social care provision. These costs are rising as demand and complexity increases and are part of a national trend.
- 7.6 A summary of the net additional budget pressures totalling £20.942m after the offsetting of assumed government grants is shown in Appendix I.

8. COVID-19

- 8.1 COVID-19 has had a significant impact on the cost base for the Council. All relevant COVID-19 cost pressures have been included within the base budget for 2022/23. The current Budget model assumes these additional costs can be offset by one-off residual Covid funding in 2022/23.

9. Savings Plans

- 9.1 Cabinet Members and Officers have worked to identify £6.751m of savings. Full detail of the proposals is shown in Appendix 2.

10. Current Budget Shortfall

- 10.1 The forecast budget shortfall set out in the November Cabinet report was estimated in the sum of £20.240m. A number of adjustments have been possible to the starting assumptions to give a net reduction of £3.6m. For this reason, taking account of the proposed savings shown in Appendix 2, the budget shortfall is adjusted to £13.533. Following additional work this will be subject of a further report to Cabinet on 8 February 2022 following

- (a) Receipt of the Settlement in December and
- (b) The recommendations of the Budget Scrutiny meeting on 20 January 2022.

This report will include final options to balance the budget for 2022/23.

11. Equality & Diversity

- 11.1 The Equality Act (2010) harmonised and replaced pre-existing equality legislation and extended statutory protection across nine 'protected characteristics'. It recognised forms of discrimination that were previously beyond the scope of legislation and introduced the concept of the Public Sector Equality Duty (PSED).
- 11.2 The protected characteristics include; age, disability, gender reassignment marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The PSED placed specific responsibilities on public sector organisations to consider equality in their decision making. It consists of a general equality duty, supported by specific duties. In summary, those subject to the equality duty must have due regard to the need to:
 - Eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct.
 - Advance equality of opportunity between people who share a protected characteristic, and those who do not.
 - Promote good relations between people who share a protected characteristic and those who do not.
- 11.3 Plymouth City Council is committed to equality and diversity and to ensuring that the decisions we take promote equality. To help inform the development of the Council's budget and to ensure that we give 'due regard' to equality during this process, we are considering the equality implications of our budget decisions. A completed equality impact assessment will be presented with the final budget paper.

12. Recommendations

Cabinet are asked to:

1. Note this report is subject to change in line with any Settlement adjustments.
2. Approve the savings options as set out in Appendix 2 for submission to Budget Scrutiny for review and after consideration of Scrutiny recommendations, to Cabinet on 8 February and thence to Full Council on 28 February 2022.

Net additional cost pressures and adjustments

Cost Pressures	2022/23 £m
People Directorate	
Adult Social Care – Care Packages	2.194
National Living Wage, ASC providers	4.476
People Directorate inflation	0.449
Impact of 1.25% NI increase on ASC providers	0.700
Renegotiate Leisure	0.250
ODPH Capital Financing cost for Crematorium additional investment	0.141
Children's Directorate	
CYP&F – Additional volume	7.599
COVID Ongoing costs - Social Workers	0.385
Place Directorate	
Legacy Asset Investment Fund Income Target	0.500
New Homes Bonus	0.810
Parking - 50% of legacy shortfall of £1.695m	0.848
Waste tonnage and additional costs	0.490
Customer & Corporate Services	
Financing the Approved Capital Programme	1.888
ICT Inflation	0.400
Capital Financing cost - Estate Maintenance	0.300
Housing Benefit	0.300
Corporate Items	
Staff pay and pensions	6.975
Social Care Grant	(5.876)
One Off COVID Grant	(2.000)
Capital Financing cost - Health and Safety	0.113
Total Cost Pressures	20.942

Savings Proposals by Directorate

Proposal	Savings £m
Place Directorate	(0.734)
People Directorate	(3.507)
Children's Directorate	(1.111)
Office of the Director of Public Health	(0.117)
Customer & Corporate Services Directorate and Chief Executive's Office	(1.282)
Total	(6.751)

Savings Proposals	2022/23 Budget Saving
Customer & Corporate Services & Chief Executive	
Discretionary spending and management actions	(0.309)
Maximise benefits from Plymouth family of companies	(0.160)
Corporate Services Review	(0.813)
	(1.282)
People	
Care Package Reviews	(2.342)
Leisure Management Review	(0.065)
Maximise Grant Income and Management actions	(1.100)
	(3.507)
Children	
Contracts review and Management actions	(0.161)
In House Fostering	(0.450)
Step Up Adolescent Support	(0.500)
	(1.111)
Place	
Bus shelter advertising & concessionary fares	(0.258)
Highways	(0.105)
Review of Service Level Agreements (SLAs)	(0.233)
Fees & charges and management actions	(0.138)
	(0.734)
Office of the Director of Public Health	
Fees & Charges	(0.117)
	(0.117)
Total Savings Proposals	(6.751)

Cabinet



Date of meeting:	21 December 2021
Title of Report:	Council Tax Base Setting 2022/23 and Council Tax Support Scheme 2022/23
Lead Member:	Councillor Nick Kelly (Leader)
Lead Strategic Director:	Brendan Arnold (Service Director for Finance)
Author:	Wendy Eldridge (Principal Technical Accountant) Debbie Perry (Technical Manager)
Contact Email:	Wendy.eldridge@plymouth.gov.uk Debra.perry@plymouth.gov.uk
Your Reference:	
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

To recommend the 2022/23 Council Tax base to Council in accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012.

Agree actions from annual review of the Council Tax Support (CTS) scheme.

Recommendations and Reasons

Cabinet agree to recommend to Council -

1. the Council Tax Base for 2022/23 of 73,830 equivalent Band D dwellings as set out in the report.
2. the continuation of the current Council Tax Support scheme and Exceptional Hardship Scheme for 2022/23 with no updates.

Reason for recommendations: to meet the legal requirements to set the Council tax base for budget setting purposes.

To help ensure that the Council Tax Support scheme treats claimants consistently, is clear to understand and is easy to administer.

Alternative options considered and rejected

Not applicable. It is a statutory requirement for Council to approve the Council Tax Base for the forthcoming financial year and annually review their CTS scheme.

Relevance to the Corporate Plan and/or the Plymouth Plan

The Council Tax Base and associated 2022/23 budget papers will set out the resources available to deliver the Corporate Plan priorities.

Implications for the Medium Term Financial Plan and Resource Implications:

A collection rate of 97.5% has been used in calculating the Council Tax Base. Appendix A details the Tax Base calculations. The tax base is 73,830 band D equivalent properties.

Financial Risks:

Council tax base assumptions include growth and demand on CTS scheme during 2022/23. A mid-year estimate will be prepared during autumn 2022 to identify any surplus or deficit between forecast council tax collection and the council tax income target when 2022/23 budget set. Any surplus or deficit will be included in calculating resources for future medium term financial plans.

Carbon Footprint (Environmental) Implications:

No impact will directly arise 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.*

No impact will directly arise from this report.

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	Council Tax Base Calculation							
B	Council Tax Base Calculation Table 2022/23							
B	Council Tax Base Previous years							

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
None							

Sign off:

Fin	pl.21. 22.21 2	Leg	LS/37 834/A C/16/ 12/21	Mon Off		HR		Assets		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: 03/12/2021											
Cabinet Member approval: <i>Councillor Nick Kelly (Leader)</i>											
Date approved: 08/12/2021											

A. Council Tax Base Calculation

I. INTRODUCTION

- 1.1 The Local Authorities (Calculation of Tax Base) (England) Regulations 2012 make arrangements for the setting of the Council Tax. The arrangements include the determination of the Council Tax Base. A Council resolution is necessary. The decision must be notified to the major precepting authorities.
- 1.2 For the year commencing 1 April 2022, the major precepting authorities will be Devon and Cornwall Police and Crime Commissioner and Devon and Somerset Fire and Rescue Authority.
- 1.3 The Council must determine its Council Tax Base for 2022/23 during the period 1 December 2021 to 31 January 2022. The Council Tax Base is the measure of the taxable capacity of an area, for the purpose of calculating an authority's Council Tax. It represents the estimated number of Band D equivalent chargeable dwellings for the year. It also takes into account the authority's estimated Council Tax collection rate. The level of Council Tax subsequently set must be determined using the Council Tax Base figure. The Council Tax Base calculation is attached in Appendix B.
- 1.4 The calculation of the Council Tax Base allows for discounts under the Council Tax Support Scheme.

2. PURPOSE OF THE REPORT

- 2.1 The purpose of this report is to propose to Council the Council Tax Base of 73,830. The Council Tax Base for 2021/22 was 73,115.
- 2.2 The Tax Base calculation includes the impact of the Council Tax Support Scheme. Tax base calculations include assumptions for financial impact from COVID-19 and the continuing requirements of citizens for support to pay their Council Tax through the Council Tax Support scheme.

3. TAX BASE CALCULATIONS

- 3.1 Council Tax base figures are calculated by the billing authority as the aggregate of the "relevant amounts" calculated for each property valuation band multiplied by the estimated "collection rate" for the year.
- 3.2 Relevant amounts are:
 - (a) The number of chargeable dwellings in that band shown in the valuation list as at 13 September 2021 (Ministry of Levelling Up, Housing & Communities (DLUHC) return – Council Tax Base (CTB));
 - (b) The number of discounts, disabled reductions and exemptions which apply to those dwellings;
 - (c) Estimated changes in the number of chargeable properties between 13 September 2021 and 31 March 2023;
 - (d) Impact of the Council Tax Support scheme;
 - (e) The number of Band D equivalents within each different band.
- 3.3 The collection rate is the billing authority's estimate of the total amounts of 2021/22 Council Tax which will ultimately be paid or transferred into the Collection Fund.

3.4 This report assumes a collection rate for Council Tax of 97.5%. This rate reflects recent arrears collection performance, the pattern of write offs and the impact of Universal Credit. Analysis of collection rates across the age profile of debts suggests that an eventual collection rate of 97.5% is realistic and prudent in the current economic climate.

3.5 Appendix C shows the tax base used for the previous three years for comparison.

4. EMPTY HOMES PREMIUM

4.1 Change was legislated under the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018 which amends Section 11B of Local Government Finance Act 1992 (higher amount for long-term empty dwellings: England), as follows:

From 1 April 2021 an additional premium can be charged of up to:

- 100% for any dwelling empty between 2 and 5 years.
- 200% for any dwelling empty between 5 and 10 years.
- 300% for any dwelling empty for 10 years or more.

Plymouth City Council introduced charging a maximum premium from 1 April 2019 as part of a strategy to encourage empty properties back into use. Approval was given to charge the additional premium as part of 2020/21 Council Tax Base setting approved at Council on 27 January 2020.

4.2 The Housing Delivery Team recommends an increase to the council tax premium attached to empty homes to the fullest extent possible as the legislation allows. This will provide a further disincentive for keeping properties empty. We envisage that returning empty homes to use will:

- Help to alleviate pressures on the housing waiting list through increased availability of rental properties
- Improve the visual appearance of empty properties that may blight neighbourhoods;
- Address problems that may be associated with living next door to an empty home for example damp ingress, vermin, anti-social behaviour and loss of property value;
- Generate New Homes Bonus funding for the city (subject to changes to the NHB scheme).

4.3 The legislation relating to the new premium can be found at the following link;

<http://www.legislation.gov.uk/ukpga/2018/25/contents/enacted>

COUNCIL TAX SUPPORT

5.1 In April 2013 the national Council Tax Benefit scheme was abolished and replaced by local assistance schemes, developed and administered by local councils. Plymouth City Council introduced two schemes from 1 April 2013; Council Tax Support and a discretionary Exceptional Hardship Scheme. The main Council Tax Support (CTS) scheme requires all working age claimants to make a minimum 20% contribution towards their Council Tax bill.

5.2 The qualifying criterion for the CTS scheme follows the basic calculation for Housing Benefit. This is based on a 'means test' with those in receipt of an income based welfare benefit passported to a

maximum 80% payment towards their Council Tax with a sliding qualification scale applied to all other claimants in order to determine entitlement.

5.3 All councils are required to annually review their local CTS schemes. Significant changes were agreed to the CTS scheme to implement an income banded scheme in 2020/21 to support Universal Credit (UC) customers from the frequent changes to their awards. In 2021/22 further changes to the scheme were made to address a small number of administrative issues that had arisen as a result of the implementation of the banded scheme in the previous year. A change was also made in 2021-22 to introduce flexibility into the scheme to allow the suspension of the use of the minimum income floor for the self-employed in exceptional circumstances, such as the COVID-19 pandemic.

A review of the 2021/22 CTS scheme has not identified any issues that require changes to be made to the scheme for 2022/23.

5.4 Current caseload figures confirm that the number of Plymouth residents claiming Council Tax Support increased by 2.54% in the last 12 months (October 2020 vs October 2021). Whilst the change in caseload is much lower than last year (12.7%) and appears to be levelling off, the associated expenditure in 2021/22 has still increased by 7.08% compared to 15% in the previous year. This indicates that the financial impact of COVID-19 on families continues to be felt as the nation starts to recover and CTS continues to provide vital support for many households in the city who have continued to lose income. It is expected that the caseload and scheme cost within 2022/23 can be funded within the available financial envelope.

5.5 Taking the factors in the above paragraphs into account, it is recommended that no updates are made to the CTS scheme for implementation in 2022/23.

5.6 These factors have been taken into account in establishing the proposed Council Tax Base and the impact will be closely monitored throughout the year.

C. Council Tax Base - Previous Years

Band	2019/20			2020/21			2021/22		
	Number of properties	Estimated Collection Rate	Adjusted Band D Equivalent	Number of properties	Estimated Collection Rate	Adjusted Band D Equivalent	Number of properties	Estimated Collection Rate	Adjusted Band D Equivalent
A	47,750	98.0%	19,359	47,747	98.0%	19,785	47,670	97.5%	18,868
B	32,674	98.0%	19,307	32,932	98.0%	19,729	33,048	97.5%	19,297
C	22,947	98.0%	17,006	23,207	98.0%	17,270	23,318	97.5%	17,103
D	9,752	98.0%	8,155	9,939	98.0%	8,312	10,066	97.5%	8,308
E	4,950	98.0%	5,332	5,057	98.0%	5,470	5,136	97.5%	5,506
F	1,755	98.0%	2,308	1,786	98.0%	2,352	1,805	97.5%	2,361
G	601	98.0%	834	603	98.0%	846	606	97.5%	850
H	58	98.0%	36	56	98.0%	36	57	97.5%	37
Total	120,487		72,336	121,327		73,800	121,706		72,330
MOD			836			803			785
Tax Base			73,172			74,603			73,115