



Oversight and Governance

Chief Executive's Department
Plymouth City Council
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CITY COUNCIL

Monday 27 January 2025
2.00 pm
Council House, Plymouth

Members:

Councillor Tuohy, Chair

Councillor Murphy, Vice Chair

Councillors Allen, Allison, Aspinall, Bannerman, Mrs Beer, Blight, Briars-Delve, Mrs Bridgeman, Coker, Cresswell, Cuddihee, Dann, Darcy, Dingle, Evans OBE, Finn, Freeman, Gilmour, Goslin, Haydon, Hendy, Holloway, Krizanac, Laing, Lawson, Loveridge, Lowry, Luggier, McCarty, McLay, McNamara, Moore, Morton, Ney, P.Nicholson, S.Nicholson, Noble, Penberthy, Penrose, Poyser, Raynsford, Reilly, Ricketts, Simpson, M.Smith, R.Smith, Sproston, Steel, Stephens, Stevens, Taylor, Tippetts, Tofan, Ms Watkin and Wood.

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

You can watch any of our webcast meetings on [YouTube](#). For further information on attending Council meetings and how to engage in the democratic process please follow this link - [Get Involved](#)

Tracey Lee

Chief Executive

City Council

Agenda

1. Apologies

To receive apologies for absence submitted by councillors.

2. Minutes

(Pages 1 - 16)

To approve and sign the minutes of the meetings held on 25 November 2024 and 9 January 2025 as a correct record.

3. Declarations of Interest

To receive any declarations of interest made by members in accordance with the code of conduct.

4. Appointments to Committees, Outside Bodies etc

The Monitoring Officer will submit a schedule of vacancies on committees, outside bodies etc and of changes notified to us.

5. Questions by the Public

To receive questions from and provide answers to the public in relation to matters which are about something the council is responsible for or something that directly affects people in the city, in accordance with Part B, paragraph 11 of the Constitution.

Questions, of no longer than 50 words, can be submitted to the Democratic Support Unit, Plymouth City Council, Ballard House, West Hoe Road, Plymouth, PL1 3BJ, or email to democraticsupport@plymouth.gov.uk. Any questions must be received at least five complete working days before the meeting.

6. Announcements

6.1 To receive announcements from the Lord Mayor, Chief Executive, Service Director for Finance or Head of Legal Services;

6.2 To receive announcements from the Leader, Cabinet Members or Committee Chairs.

7. Council Tax Base Setting 2025/26 and Council Tax Support Scheme 2025/26: (Pages 17 - 22)

8. Pay Policy Statement 2025/26: (Pages 23 - 38)

9. Committee Calendar 2025/26: (Pages 39 - 46)

10. Motions on notice

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

10.1. Strengthening Measures to Combat Youth Vaping **(Pages 47 - 48)**

10.2. To call for auto enrolment for Free School Meals **(Pages 49 - 50)**

11. Questions by Councillors

Questions to the Leader, Cabinet Members and Committee Chairs covering aspects for their areas of responsibility or concern by councillors in accordance with Part B, paragraph 12 of the constitution.

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City Council

Monday 25 November 2024

PRESENT:

Councillor Tuohy, in the Chair.

Councillor Murphy, Vice Chair.

Councillors Allen, Allison, Aspinall, Bannerman, Mrs Beer, Blight, Briars-Delve, Mrs Bridgeman, Coker, Cresswell, Cuddihee, Dann, Darcy, Dingle, Evans OBE, Finn, Freeman, Gilmour, Goslin, Haydon, Hendy, Holloway, Krizanac, Laing, Lawson, Lowry, Lugger, McCarty, McLay, McNamara, Moore, Morton, Ney, P.Nicholson, S.Nicholson, Noble, Penrose, Poyser, Raynsford, Reilly, Ricketts, Simpson, M.Smith, R.Smith, Sproston, Steel, Stephens, Stevens, Taylor, Tofan, Ms Watkin and Wood.

Apologies for absence: Councillors Loveridge, Penberthy and Tippetts.

The meeting started at 1.00 pm and finished at 1.57 pm.

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.

32. **Declarations of Interest**

There were no declarations of interest.

A general dispensation was issued for Item 3 - Council's Electoral Cycle.

33. **Council's Electoral Cycle**

The item was introduced by Councillor Allen (Chair of Audit and Governance Committee) and seconded by Councillor Finn (Vice-Chair of Audit and Governance Committee).

After contributions from Councillors Lugger, Goslin, Cresswell, Noble, Wood, Poyser, P. Nicholson, Gilmour, Krizanac, Evans OBE and Stevens the motion was not carried.

For (16)

Councillors Allen, Mrs Beer, Mrs Bridgeman, Cresswell, Darcy, Finn, Gilmour, Lugger, McLay, P. Nicholson, S. Nicholson, Poyser, R. Smith, Tofan, Ms Watkin and Wood.

Against (32)

Councillors Allison, Aspinall, Blight, Briars-Delve, Cuddihee, Dann, Dingle, Evans OBE, Freeman, Goslin, Haydon, Hendy, Holloway, Krizanac, Laing, Lawson, McCarty, McNamara, Moore, Morton, Ney, Noble, Penrose, Raynsford, Simpson, M. Smith, Sproston, Steel, Stephens, Stevens, Taylor and Murphy.

Abstain (6)

Councillors Bannerman, Coker, Lowry, Reilly, Ricketts and Tuohy.

Absent/ Did Not Vote (0)

City Council

Monday 25 November 2024

PRESENT:

Councillor Tuohy, in the Chair.

Councillor Murphy, Vice Chair.

Councillors Allen, Allison, Aspinall, Bannerman, Mrs Beer, Blight, Briars-Delve, Mrs Bridgeman, Coker, Cresswell, Cuddihee, Dann, Darcy, Dingle, Evans OBE, Finn, Freeman, Gilmour, Goslin, Haydon, Hendy, Holloway, Krizanac, Laing, Lawson, Lowry, Lugger, McCarty, McLay, McNamara, Moore, Morton, Ney, P.Nicholson, S.Nicholson, Noble, Penrose, Poyser, Raynsford, Reilly, Ricketts, Simpson, M.Smith, R.Smith, Sproston, Steel, Stephens, Stevens, Taylor, Tofan, Ms Watkin and Wood.

Apologies for absence: Councillors Loveridge, Penberthy and Tippetts.

The meeting started at 2pm and finished at 6.17pm.

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.

34. Minutes

The minutes of the meeting held on 16 September 2024 were agreed as a correct record.

35. Declarations of Interest

The following declarations of interest were made by councillors in accordance with the code of conduct in respect of items under consideration at the meeting -

Name	Item Number	Reason	Interest
Councillor Taylor	10e	Employer mentioned	Private
Councillor P. Nicholson	10d	President of Gables Farm Dogs & Cats Home.	Private

36. Appointments to Committees, Outside Bodies etc

The Council agreed to note the changes to committees and outside bodies for November 2024.

37. Questions by the Public

There were two questions from members of the public, attached as an appendix.

38. **Announcements**

The Lord Mayor made the following announcements:

- a) Jane Elliott Tonic had won the 2024 National Safeguarding Adults Board 'Lifetime Award', recognising Jane's long standing and significant contribution in support of the people and communities of Plymouth;
- b) Two of the city's most prominent new developments have been shortlisted for three awards in the national RTPI Awards for Planning Excellence;
 - I. InterCity Place had been shortlisted in the Health and Wellbeing category;
 - II. Melville Phase I, in the Royal William Yard, had been shortlisted in the Heritage and Culture category and Successful Economy category.
 - III. The Council's Net Zero Team's innovative "Climate Decision Tool" was also announced as a finalist.
- c) At a recent ceremony, the Local Council Road Innovation group presented a special life-time achievement award to Councillor Mark Coker. He had demonstrated unwavering dedication, leadership, and a relentless commitment to improving our community's infrastructure. His innovative approaches and tireless efforts not only enhanced the safety and efficiency of our roads but set a benchmark for excellence in public service. The award was a testament to his contributions to the community and supporting others in the Local Government Family.

Councillor Evans OBE (Leader of the Council) made the following announcements:

- d) 19 November had marked 1000 days since the start of the War in Ukraine;
- e) The Ukrainian Flag had been raised outside the Guildhall and the Ukrainian Consulate Assembly for Citizens had been hosted as a show of commitment and support;
- f) The Homes England Board was to be hosted 27 November 2024 and was an opportunity to show the ambition for growth and regeneration in the city;
- g) There had been numerous successes during the previous 205 days in respect to the completion of growth and investment projects across the city. More than £120 Million had been committed, including:
 - I. £23 Million in port facilities at Millbay;
 - II. £25 million into the Community Diagnostics Hub in the City Centre;
 - III. £18 million had been handed over to the Derriford district centre;
 - IV. All £25 Million seed capital for the Freeport project had been committed
 - V. £7 Million pound had been committed for innovation bonds at Oeansgate;
 - VI. Planning permission had been secured and procurement completed on the £8 million Beaumont Way development;
 - VII. Demolition had commenced on Tavistock place to enable future cultural investment;
 - VIII. £10 million Waterfront Regeneration Scheme had commenced at Tinside;
 - IX. Contracts had been awarded for the Mount Batton Centre Improvement Scheme.

- h) The City Centre Company had voted to renew its business improvement district plans following a ballot of all business the previous week. The ballot yielded a 91% majority in favour of the plans and represented a major endorsement for the Council's plans for the City Centre;
- i) The draft Port Strategy had been completed and would be brought before City Council in 2025. The Port Strategy was integral to the facilitation of growth as Plymouth possessed the greatest marine employment within the UK: 20,100 Jobs and £1.2 billion of Gross Value Added (GVA) in the sector, with the potential to grow another 2,600 jobs directly, 4,200 jobs indirectly before 2030;
- j) The Marine Steward Council had been hosted in the City within the last Month, provided a boost to the Fishing industry.

Councillor Briars-Delve (Cabinet Member for Environment and Climate Change) made the following announcements:

- k) Significant progress had been made regarding food waste collections across Plymouth;
- l) Commitment to the project had been formalised in the most recent iteration of the Net Zero Action plan in February. In March recruitment had initiated for a Senior Project Manager and, during the previous week, Councillor Evans OBE had signed an Executive Decision to approve the purchase of food waste collection vehicles and household containers;
- m) The intention was to award Supply Contracts in 2025.

Councillor Laing (Cabinet Member for Children's Social Care, Culture and Communications) made the following announcements:

- n) Plymouth City Council's in-house fostering team had enhanced the financial support and retention offers to existing Foster carers and revitalised the approach to Foster care recruitment;
- o) Foster Plymouth had joined a growing partnership of Councils across the country to produce a short film promoting local authority fostering, which launched on 17 October 2024.

Councillor Dann (Cabinet Member for Customer Services, Sport, Leisure & HR, and OD,) made the following announcements:

- p) Money had recently been invested into Plymouth Active Leisure, in order to promote active lifestyles and overcome inequalities in the City;
- q) Plymouth Active Leisure were to launch, during the upcoming Spring, a new strategic plan intended to support people to be healthy and active, a key element of the Councils strategic development;

- r) In partnership with Plymouth Football Community Trust and Brickfields Football Club, the £22 million new grounds had been built, this had been named “Foulston Park”, celebrated the architect who developed iconic Plymouth landmarks.

Councillor Cresswell (Cabinet Member for Education, Skills and Apprenticeships) made the following announcements:

- s) Examination results had been returned from the academic year 23/24, providing a strong indication of achievement within the city.
- I. The Year One phonics check indicated 81.2% achieved the standard score, up by 1% from last year and 2.2% above last year’s national average;
 - II. Children in their final year of primary school achieving the expected standard in reading, writing and mathematics had improved on last year’s result. Last year, Plymouth was level with the national benchmark of 60%, early data indicates a 1.6% increase in 23/24;
 - III. Key Stage Four results early indications displayed that Plymouth will draw closer to the national benchmark, if not matching, with 46% achieving these benchmarks compared to 45% the national average.
- t) A pioneering programme had been launched for the City’s children led by the Plymouth Sound National Marine Park. The programme will engage 970 children in the first year, reaching 2500 over the lifetime of the project.

Councillor Stephens (Chair of Scrutiny Management Board) made the following announcements:

- u) The Scrutiny Management Board, as well as various members, had received complaints regarding bicycling within the City Centre from the Plymouth Senior Citizens Forum;
- v) The numerous dubious and dangerous behaviours expressed by bicyclists would be investigated by the Scrutiny Management Board early in 2025.

39. **Medium Term Financial Strategy 2024/25 - 2028/29**

The report was introduced by Councillor Lowry (Cabinet Member for Finance) and seconded by Councillor Evans OBE (Leader of the Council).

After contributions from Councillors P. Nicholson, McLay, Wood, Dann and Finn, the Council agreed to:

- I. Approve the Medium Term Financial Strategy.

For (39)

Councillors Allen, Allison, Aspinall, Bannerman, Blight, Briars-Delve, Coker, Cuddihee, Cresswell, Dann, Dingle, Evans OBE, Freeman, Gilmour, Goslin, Haydon, Hendy, Holloway, Krizanac, Laing, Lawson, Lowry, McCarty, McNamara, Moore, Morton, Murphy, Ney, Noblerose, Raynsford, Reilly, Simpson, M. Smith, Sproston, Steel, Stephens, Stevens and Taylor.

Against (2)

Councillors Poyser and McLay.

Abstain (12)

Councillors Mrs Beer, Mrs Bridgeman, Darcy, Finn, Luggier, P. Nicholson, S. Nicholson, Tofan, Ricketts, R. Smith, Ms Watkin and Wood.

Absent/ Did Not Vote (1)

Councillor Tuohy.

40. **Capital Monitoring Report September 2024 (Quarter 2)**

The report was introduced by Councillor Lowry (Cabinet Member for Finance) and seconded by Councillor Evans OBE (Leader of the Council).

That Council agreed:

1. To note the revised Capital Budget 2024-2029 £372.669m as shown in Table I.
2. To note the Prudential Indicators Q2 2024/25.

For (39)

Councillors Allen, Allison, Aspinall, Bannerman, Blight, Briars-Delve, Coker, Cuddihee, Cresswell, Dann, Dingle, Evans OBE, Freeman, Gilmour, Goslin, Haydon, Hendy, Holloway, Krizanac, Laing, Lawson, Lowry, McCarty, McNamara, Moore, Morton, Murphy, Ney, Noble, Penrose, Raynsford, Reilly, Simpson, M. Smith, Sproston, Steel, Stephens, Stevens and Taylor.

Against (0)

Abstain (14)

Councillors Mrs Beer, Mrs Bridgeman, Darcy, Finn, Luggier, McLay, P. Nicholson, S. Nicholson, Poyser, Ricketts, R. Smith, Tofan, Ms Watkin and Wood.

Absent/ Did Not Vote (1)

Councillor Tuohy.

41. **Urgent Decisions**

The item was introduced by Councillor Tuohy (the Lord Mayor) and seconded by Councillor Murphy (the Deputy Lord Mayor).

The Council noted the report.

42. **Motions on notice**

43. **Achieving Value For Money From Council Assets**

The motion was introduced by Councillor P. Nicholson and seconded by Councillor Ricketts.

Contributions were received from Councillor Briars-Delve, Lowry, Mrs Beer and Mrs. Bridgeman.

Councillor Laing, seconded by Councillor Stephens, proposed a closure motion to refer the item to the Scrutiny Management Board.

The council agreed to refer the motion to committee.

For (46)

Councillors Allen, Allison, Aspinall, Bannerman, Mrs Beer, Blight, Briars-Delve, Mrs Bridgeman, Coker, Cuddihee, Cresswell, Dann, Dingle, Evans OBE, Freeman, Gilmour, Goslin, Haydon, Hendy, Holloway, Krizanac, Laing, Lawson, Lowry, McCarty, McLay, McNamara, Moore, Morton, Murphy, Ney, P. Nicholson, S. Nicholson, Noble, Penrose, Poyser, Raynsford, Reilly, Ricketts, Simpson, M. Smith, Sproston, Steel, Stephens, Stevens and Taylor

Against (7)

Councillors Darcy, Finn, Luggar, R. Smith, Tofan, Ms Watkin and Wood.

Abstain 0

Absent/ Did Not Vote (1)

Councillor Tuohy.

44. **White Ribbon Day**

The motion was Introduced by Councillor Haydon (Cabinet Member for Community Safety, Libraries, Events, Cemeteries and Crematoria) and seconded by Councillor M. Smith.

Contributions were received from Councillors Mrs Beer, Reilly and R. Smith.

The Council agreed to:

1. Ask Cabinet to include the Primary Prevention of violence against women and girls when agreeing new and updated policies and strategies across all departments, alongside responses to gender-based violence.
2. Ask the Leader to write to Jess Phillips MP, Minister for Safeguarding & VAWG to request an increase in government investment and statutory sources of funding for specialist organisations working on Primary Prevention initiatives aimed at addressing the underlying factors contributing to violence against women in the workplace

For (53)

Councillors Allen, Allison, Aspinall, Bannerman, Mrs Beer, Blight, Briars-Delve, Mrs Bridgeman, Coker, Cuddihee, Cresswell, Dann, Darcy, Dingle, Evans OBE, Finn, Freeman, Gilmour, Goslin, Haydon, Hendy, Holloway, Krizanac, Laing, Lawson, Lowry, Luggar, McCarty, McLay, McNamara, Moore, Morton, Murphy, Ney, P. Nicholson, S. Nicholson, Noble, Penrose, Poyser, Raynsford, Reilly, Ricketts, Simpson, M. Smith, R. Smith, Sproston, Steel, Stephens, Stevens, Taylor, Tofan, Ms Watkin and Wood.

Against (0)

Abstain (0)

Absent/ Did Not Vote (1)
Councillor Tuohy.

*(A 45 minute break was called at the termination of this motion)
(Councillor Holloway exited the meeting at end of this item)*

45. **Capital Funding for the Plymouth Airport Site**

The motion was Introduced by Councillor Lugger (Leader of the Opposition) and seconded by Councillor Darcy.

A closure motion was introduced by Councillor Evans OBE (Leader of the Council) to refer the motion to the Scrutiny Management Board. This was seconded by Councillor Dann.

The Council agreed to refer the motion to committee.

For (47)

Councillors Allen, Allison, Aspinall, Bannerman, Blight, Briars-Delve, Coker, Cuddihee, Cresswell, Dann, Darcy, Dingle, Evans OBE, Finn, Freeman, Gilmour, Goslin, Haydon, Hendy, Krizanac, Laing, Lawson, Lowry, Lugger, McCarty, McLay, McNamara, Moore, Morton, Murphy, Ney, Noble, Penrose, Poyser, Raynsford, Reilly, Simpson, M. Smith, R. Smith, Sproston, Steel, Stephens, Stevens, Taylor, Tofan, Ms Watkin and Wood.

Against (4)

Councillors Mrs Beer, S. Nicholson, P. Nicholson and Ricketts.

Abstain (1)

Councillor Mrs Bridgeman.

Absent/ Did Not Vote (2)

Councillors Holloway and Tuohy.

46. **Gables Farm Dogs & Cats Home**

The motion was introduced by Councillor Steel and seconded by Councillor Taylor.

Contributions were received from Councillors Mrs. Beer and P. Nicholson.

The Council agreed to the motion.

For (52)

Councillors Allen, Allison, Aspinall, Bannerman, Mrs Beer, Blight, Briars-Delve, Mrs Bridgeman, Coker, Cuddihee, Cresswell, Dann, Darcy, Dingle, Evans OBE, Finn, Freeman, Gilmour, Goslin, Haydon, Hendy, Krizanac, Laing, Lawson, Lowry, Lugger, McCarty, McLay, McNamara, Moore, Morton, Murphy, Ney, P. Nicholson, S. Nicholson, Noble, Penrose, Poyser, Raynsford, Reilly, Ricketts, Simpson, M. Smith, R. Smith, Sproston, Steel, Stephens, Stevens, Taylor, Tofan, Ms Watkin and Wood.

Against (0)

Abstain (0)

Absent (2)

Councillors Holloway and Tuohy.

(Councillor Mrs Bridgeman exited the meeting at the conclusion of this item)

47. **Urging Plymouth City Council to support the Climate and Nature Bill**

The motion was introduced by Councillor McLay (Leader of the Green Group) and seconded by Councillor Poyser.

Amendment proposed by Councillor Briars-Delve and seconded by Councillor Raynsford.

After contributions speaking to the amendment from Councillors McLay and Darcy, the amendment was passed.

For (48)

Councillors Allen, Allison, Aspinall, Bannerman, Mrs Beer, Blight, Briars-Delve, Coker, Cuddihee, Cresswell, Dann, Darcy, Dingle, Evans OBE, Finn, Freeman, Gilmour, Goslin, Haydon, Hendy, Krizanac, Laing, Lawson, Lowry, Lugger, McCarty, McLay, McNamara, Moore, Morton, Murphy, Ney, Noble, Penrose, Poyser, Raynsford, Reilly, Simpson, M. Smith, R. Smith, Sproston, Steel, Stephens, Stevens, Taylor, Tofan, Ms Watkin and Wood.

Against (0)

Abstain (3)

Councillors P. Nicholson, S. Nicholson, and Ricketts.

Absent/ Did Not Vote (3)

Councillors Mrs Bridgeman, Holloway and Tuohy.

The Council agreed to:

1. Support the Climate and Nature Bill;
2. Inform local residents, and inform local press/media, of the motion;
3. Ask the Leader to write to Luke Pollard MP, Rebecca Smith MP and Fred Thomas MP, to inform them that the motion had been passed, urging them to sign up to support the Bill, and requesting that they vote for the Bill at its second reading on 24 January 2025;
4. Ask the Leader to write to Zero Hour, the organisers of the cross-party campaign for the Bill, expressing official support.

For (47)

Councillors Allen, Allison, Aspinall, Bannerman, Blight, Briars-Delve, Coker, Cuddihee, Cresswell, Dann, Darcy, Dingle, Evans OBE, Finn, Freeman, Gilmour, Goslin, Haydon, Hendy, Krizanac, Laing, Lawson, Lowry, Lugger, McCarty, McLay, McNamara, Moore,

Morton, Murphy, Ney, Noble, Penrose, Poyser, Raynsford, Reilly, Simpson, M. Smith, R. Smith, Sproston, Steel, Stephens, Stevens, Taylor, Tofan, Ms Watkin and Wood.

Against (0)

Abstain (4)

Councillors Mrs Beer, P. Nicholson, S. Nicholson, and Ricketts

Absent/ Did Not Vote (3)

Councillors Mrs Bridgeman, Holloway and Tuohy.

(A five minute recess was called during this item from 17:15 to 17:20)

(Councillor Mrs Bridgeman left the meeting at 17:15)

(Councillor S. Nicholson left the meeting at the conclusion of this item at 17:30)

48. **Proposed Post Office Closure**

The motion was introduced by Councillor Penrose and seconded by Councillor Aspinall.

The Council agreed to

- I. Ask the Leader the Council to write to Nigel Railton, Post Office Limited’s Interim Chair, expressing the Council’s dismay and request that the decision to close Mutley Plain Post Office is reversed.

For (50)

Councillors Allen, Allison, Aspinall, Bannerman, Mrs Beer, Blight, Briars-Delve, Coker, Cuddihee, Cresswell, Dann, Darcy, Dingle, Evans OBE, Finn, Freeman, Gilmour, Goslin, Haydon, Hendy, Krizanac, Laing, Lawson, Lowry, Lugger, McCarty, McLay, McNamara, Moore, Morton, Murphy, Ney, P. Nicholson, Noble, Penrose, Poyser, Raynsford, Reilly, Ricketts, Simpson, M. Smith, R. Smith, Sproston, Steel, Stephens, Stevens, Taylor, Tofan, Ms Watkin and Wood.

Against (0)

Abstain (0)

Absent/ Did Not Vote (4)

Councillors Mrs Bridgeman, Holloway, S. Nicholson and Tuohy.

49. **Questions by Councillors**

#	From	To	Subject
I	Lugger	Evans	4,000 public buildings were sold to developers every year. Had the best prices been achieved for the disposal of land within Plymouth and would it be possible to have a register for disposals?
	Response: There was a register maintained.		

	Supplementary: The Registry Office was sold for £295,000. Was this the best value that could have been achieved?		
	Response: This was related to knowing the price of everything and the value of nothing. Whereas £900,000 was the sale price, the particular property that was sold was sitting idle for seven years.		
2	Gilmour	Coker	Regarding bus services and local transport infrastructure, a recent announcement from the secretary of transport publicised a tranche of funding. What was the initial funding proposal in reference to the PCC and residents?
	Response: £4.5 million was granted for the 25/26 municipal year. This would be looked into by the Bus Champion (Councillor Sproston) and Ward Councillors. Final clarification was being awaited upon as funding was allocated in three tranches.		
3	Steel	Haydon	Did the Cabinet Member for Safety support the recent establishment of Uber into the City?
	Response: Yes. Support would be given to any operator that applied in the City.		
4	Bannerman	Laing	There had been recent reforms to Children's social care. Was it possible to outline how these would affect Plymouth?
	Response: The change was welcomed by the Council. A three year transformation plan had been put in place with clear plans for residential children's home. The recent reforms would assist in managing the ongoing precarious budget deficit within Children's Services.		
5	Poyser	Coker	Would a review of the bus shelter installation be presented in a report to the relevant scrutiny committee?
	Response: Yes, if requested by scrutiny.		
6	Stephens	Cresswell	The Department for Education had produced a report which indicated suspension rates had doubled in school. What actions were Children's Services taking to address this?
	Response: This issue had been discussed in detail. Collaboration with schools had taken place to avoid exclusions when possible. Robust escalation procedures had been produced. Offers for schools regarding vaping and substance abuse campaigns had taken place. The SEND strategy was ongoing and "inclusion" was the fundamental theme of these strategies. Free primary school breakfast clubs had begun to be established which would generate "gentle and right start to the school day"		
7	Ricketts	Coker	In regards to the Community Infrastructure Levy, Should £750,000 have been spent on electric buses?
	Response: Yes.		
	Supplementary: Would the ongoing funding be an ongoing concern for the Council, in reference to subsidising the rolling stock?		
	Response: A substantial amount of money had been brought in and net-zero		

	had been a prime concern cross-party. Electric buses had proved immensely popular and were better for the environment.		
8	Wood	Lowry	Grant Thornton Auditor's Annual Report of South Gloucestershire outlined usable reserves as a proportion of net cost of services across 38 comparators. Councillor Lowry had stated PCC reserves were 200% of revenue which did not equate to usable reserves as a proportion of net cost of services. Could a version resembling this be created and compared against such comparators?
	Response: This would be arranged in principle. Approximately £111 million represented around 50% of reserves and had done for years. Comparisons to South Gloucester were unfair. These figures would be published as a percentage but against our own comparators.		
9	Finn	Coker	What was being done to address access problems as a result of bus shelters installation?
	Response: Moving Traffic Offences had been implemented to address the issue. Further options would be looked at, including talks with city centre companies.		
10	Steel	Laing	What progress had been made regarding Residential Children's Homes?
	Response: The process had moved ahead at pace. The business case had been approved, delivery plan to be completed this week. This had been done in partnership with Health and Education Departments. Properties had been viewed and staff recruitment had been initiated for the first two homes.		
11	Poyser	Briars-Delve	In conjunction with food waste collection, was there an opportunity to promote composting?
	Response: There were currently examinations of options by Street Services.		
	Supplementary: Was there a grant scheme in place to purchase a composter instead of a collection?		
	Response: Unfortunately, national legislation would not allow this.		
12	Ricketts	Briars-Delve	Was the ongoing central park ground investigation programme due to be completed as expected?
	Response: The programme was to investigate private company damage to the park and was still ongoing. The outcomes were not yet available. Officers would be reminded of the importance of the case and reports issued as soon as possible.		
13	Wood	Evans	How much did the report cost for Electoral Cycle review and what amount of people voting for reform would have been sufficient for action from the Leader?
	Response: The cost was absorbed by the state and was not a referendum, to that extent 180,000 Plymouthians allowed the Council to make the decision on their behalf.		

14	Finn	Coker	In reference to parking and dangers to life outside school. Could a campaign be put together with schools to alleviate the dangers?
	Response: There were four schemes for school safety in place in conjunction with walking and cycling schemes. If schools did not want to take part, they were not obligated to do so. It was difficult to get more schools on board.		
15	Ricketts	Briars-Delve	Pathway running adjacent to Central park Avenue, the work that had been carried out had made it unpassable when flooding and the flooding had reportedly been a made worse.
	Response: Please could this be referred to me through casework or Emailed to me, greater clarity was required on the location and to decipher responsibility. Please feel free to Email.		
16	P. Nicholson	Lowry	The record in the past in regards to quality pavements was not great. What contingency was being put into place and were a certain quantity of pavers being retained?
			Response: Yes. Please refer to the pavement manual. A much enhanced maintenance regime had been put into place.
			Supplementary: Was the regime currently in place?
			Answer: In terms of installation, yes. In terms of Maintenance, no.

Please note that questions, answers, supplementary questions and supplementary answers have been summarised.

City Council

Thursday 9 January 2025

PRESENT:

Councillor Tuohy, in the Chair.

Councillor Murphy, Vice Chair.

Councillors Allen, Allison, Aspinall, Bannerman, Mrs Beer, Blight, Briars-Delve, Coker, Cresswell, Dann, Evans OBE, Finn, Freeman, Gilmour, Goslin, Haydon, Hendy, Krizanac, Laing, Lawson, Luggier, McCarty, McLay, McNamara, Moore, Morton, Ney, P.Nicholson, S.Nicholson, Noble, Penberthy, Penrose, Poyser, Raynsford, Reilly, Ricketts, M.Smith, Sproston, Steel, Stephens, Taylor, Tippetts and Wood.

Apologies for absence: Councillors Mrs Bridgeman, Cuddihee, Darcy, Dingle, Holloway, Loveridge, Lowry, Simpson, R.Smith, Stevens, Tofan and Ms Watkin.

The meeting started at 2.02 pm and finished at 3.23 pm.

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.

50. **Declarations of Interest**

No declarations of interest were made.

51. **English Devolution White Paper**

Councillor Tuohy (Lord Mayor) proposed that Standing Orders were suspended to remove the time limit on speeches made by group leaders. This was seconded by Councillor Murphy (Deputy Lord Mayor). Following a vote this was agreed.

For (42)

Councillors Allen, Allison, Aspinall, Bannerman, Mrs Beer, Blight, Briars-Delve, Coker, Cresswell, Dann, Evans OBE, Finn, Gilmour, Goslin, Haydon, Hendy, Krizanac, Laing, Lawson, Luggier, McLay, McNamara, Moore, Morton, Murphy, Ney, P.Nicholson, S.Nicholson, Noble, Penberthy, Penrose, Poyser, Raynsford, Reilly, Ricketts, M. Smith, Sproston, Steel, Stephens, Taylor, Tippetts and Wood.

Against (0)

Abstain (0)

Absent/Did Not Vote (3)

Councillors Freeman, McCarty and Tuohy.

Councillor Evans OBE (Leader of the Council) introduced the paper, which was seconded by Councillor Luggier.

Following contributions to debate from Councillors Nicholson, McLay, Ricketts, Dann, Allen, Wood, Finn, Laing and Raynsford, Council agreed to endorse the following:

1. The Government had clearly stated that large Strategic Authorities led by directly elected mayors represented their preferred path for devolution, viewing this model as the most effective way to transfer power and resources from Westminster to local regions. In response to this clear policy direction, Plymouth City Council strongly advocates for the establishment of a South West Peninsula Mayoral Strategic Authority. This proposed authority would encompass the combined geography of Cornwall, Devon, Plymouth, and Torbay;
2. The necessity to expand the Council's administrative boundaries to achieve the scale required for future sustainability. This had to be carefully balanced with preserving both Plymouth's distinctive identity and the identities of neighbouring communities. Work to develop appropriate options and a business case for this would now commence.

For (38)

Councillors Allen, Allison, Bannerman, Blight, Briars-Delve, Coker, Cresswell, Dann, Evans OBE, Freeman, Gilmour, Goslin, Haydon, Hendy, Krizanac, Laing, Lawson, Luggier, McCarty, McNamara, Moore, Morton, Murphy, Ney, P.Nicholson, S.Nicholson, Noble, Penberthy, Penrose, Raynsford, Reilly, M. Smith, Sproston, Steel, Stephens, Taylor, Tippetts and Wood.

Against (1)

Councillor Ricketts.

Abstain (4)

Councillors Mrs Beer, Finn, McLay and Poyser.

Absent/Did Not Vote (2)

Councillors Aspinall and Tuohy.

Cabinet



Date of meeting:	13 January 2025
Title of Report:	Council Tax Base Setting 2025/26 and Council Tax Support Scheme 2025/26
Lead Member:	Councillor Mark Lowry (Cabinet Member for Finance)
Lead Strategic Director:	David Northey (Service Director for Finance)
Author:	Carolyn Haynes (Lead Accountancy Manager) Paul Walshe (Head of Revenues, Benefits and Service Centre)
Contact Email:	Carolyn.haynes@plymouth.gov.uk
Your Reference:	FIN/CTB25-26
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

To recommend the 2025/26 Council Tax Base to Council in accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012.

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

Recommendations and Reasons

That Cabinet recommend to Council –

1. The Council Tax Base for 2025/26 of 76,557 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 2025/26 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

It is a statutory requirement for Council to approve the Council Tax Base for the forthcoming financial year and annually review their CTS scheme. The option to amend the Council Tax Support scheme requires public consultation, and as there are no major Government amendments, it is considered correct to continue with the existing scheme.

Relevance to the Corporate Plan and/or the Plymouth Plan

The Council Tax Base and associated 2025/26 budget papers will set out the resources available to deliver the Corporate Plan priorities.

Sign off:

Fin	DJN. 24.25. 144	Leg	LS/00 0033 90/16 /LB/2 4/12/ 24	Mon Off		HR		Asset s		Strat Proc	
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Originating Senior Leadership Team member: David Northey (Service Director for Finance)

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

Date agreed: 22/11/2024

Cabinet Member approval: Councillor Chris Penberthy (Cabinet Member for Housing, Cooperative Development and Communities) approved via email

Date approved: 09/01/2025

A. Council Tax Base Calculation

I. INTRODUCTION

- I.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 precept authorities.
- I.2 For the year commencing 1 April 2025, the major precept authorities will be Devon and Cornwall Police and Crime Commissioner and Devon and Somerset Fire and Rescue Authority.
- I.3 The Council must determine its Council Tax Base for 2025/26 during the period 1 December 2024 to 31 January 2025. 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.
- I.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 76,557. The Council Tax Base for 2024/25 was 75,389.
- 2.2 The Tax Base calculation includes the impact of the Council Tax Support Scheme. Tax base calculations also include assumptions for the financial impact from the cost-of-living crisis 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 16 September 2024 (Ministry of Housing, Communities & Local Government (MHCLG) 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 16 September 2024 and 31 March 2026;
 - (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 2025/26 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.
- 3.6 There are assumption in the tax base for growth, but the actual increase on the previous year's tax base was limited. The total number of dwellings in the valuation list as at 15 September 2024 was 123,273 compared to 123,153 in the valuation list as at September 2023. This represent a small increase of 120 dwellings on the previous year. There is a risk that this may impact on the Council Tax surplus/deficit position at the end of 2025/26.

4. COUNCIL TAX SUPPORT

- 4.1 Plymouth City Council provide a local assistance schemes known as 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. All local authorities administer the same Council Tax Support scheme for Pension Age council tax payers under regulations prescribed by central government.
- 4.2 Plymouth operates an income banded working age CTS scheme. The amount of support awarded is based on the composition of the household and the income band in which the household income falls. Those on a basic qualifying benefit, known as a passported benefit, and those who receive a war pension or war disablement benefit receive a maximum 80% towards their Council Tax.
- 4.3 CTS continues to provide vital support for many households in the city who have low incomes. It is expected that the caseload and scheme cost within 2025/26 can be funded within the available financial envelope.
- 4.4 All councils are required to annually review their local CTS schemes. Plymouth has reviewed the CTS scheme during 2024 to consider changes that could provide more financial support to families with children. To make these changes the current systems need to be developed to ensure a revised scheme can be administered, prior to any public consultation that would need to be undertaken. In these circumstances, Plymouth has decided not to make any changes to the scheme for 2025/26.
- 4.5 It is worth noting that just under 20% of all households in Plymouth are now in receipt of this support.

	2020/21 £m	2021/22 £m	2022/23 £m	2023/24 £m	2024/25 £m	2025/26 £m
Total Council Support	16.971	16.981	18.935	20.181	21.535	22.145

B. Council Tax Base Calculation Table 2025/26										
	BAND A with disabled relief	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	Total
Number of dwellings in valuation list as at 15th September 2024	-	48,103	33,380	23,673	10,305	5,238	1,894	624	56	123,273
Less number of exempt dwellings (including demolished)	-	3,282	1,349	952	711	215	37	35	16	6,597
Reductions to lower band due to disabled relief	-	173	202	194	117	70	29	31	9	825
Additions to band due to disabled relief	173	202	194	117	70	29	31	9	-	825
CHARGEABLE DWELLINGS FOR BAND	173	44,850	32,023	22,644	9,547	4,982	1,859	567	31	116,676
Total discounts at 25%	68	23,168	11,316	6,289	2,378	1,012	314	80	2	44,627
Total discounts at 50%	2	76	80	30	20	16	27	22	16	289
Total discounts at 100%	-	70	36	26	4	1	-	-	-	137
Total discounts at 100% - One Month Only	-	-	-	-	-	-	-	-	-	-
TOTAL DISCOUNTS - shown as whole dwelling equivalent	18	5,900	2,905	1,613	608	262	92	31	9	11,438
Number of dwellings in line 7 classed as second homes on 7 October 2024 (b/fwd from Flex Empty tab) from CTB Line	-	475	258	198	107	66	19	11	1	1,135
Long Term Empty Premium 1 - 2 years at 100%	-	-	-	-	-	-	-	-	-	-
Long Term Empty Premium 2 - 5 years at 100%	-	205	89	32	17	9	5	1	1	359
Long Term Empty Premium 5 - 10 years at 200%	-	43	3	4	1	-	-	-	-	51
Long Term Empty Premium +10 years at 300%	-	10	2	-	-	-	-	-	-	12
LONG TERM EMPTY PREMIUM - impact of premium	-	321	101	40	19	9	5	1	1	497
Estimated number of dwellings not listed but which will be listed in the band for	-	177	179	156	77	50	22	8	-	669
Estimated number of reductions to lower band due to successful appeals	-	10	4	10	6	1	4	1	-	-
Estimated number of increases to higher band due to successful appeals	-	9	10	4	9	7	5	2	-	-
TOTAL ADJUSTMENTS	-	178	165	142	92	58	23	11	-	669
LOCAL COUNCIL TAX SUPPORT SCHEME REDUCTIONS	44	9,101	3,128	971	229	57	14	3	-	13,547
Estimated impact Local Council Tax Support demand	-	10	5	5	-	-	-	-	-	20
Family annexes discount at 50%	0	34	12	22	18	14	14	1	0	115
FAMILY ANNEXES Line 21	0	17	6	11	9	7	7	1	-	58
TOTAL DWELLINGS (ROUNDED)	111	30,796	26,503	20,424	8,919	4,789	1,793	556	24	93,913
RATIO TO BAND D	5	6	7	8	9	11	13	15	18	
	9	9	9	9	9	9	9	9	9	
RELEVANT AMOUNTS FOR 2024/25	62	20,531	20,613	18,155	8,919	5,853	2,589	926	49	77,696
COLLECTION RATE										97.50%
ADJUSTED RELEVANT AMOUNT	60	20,017	20,098	17,701	8,695	5,707	2,525	903	47	75,753
MOD CONTRIBUTION										804
TAX BASE										76,557

C. Council Tax Base - Previous Years

Band	2022/23			2023/24			2024/25		
	Number of properties	Estimated Collection Rate	Adjusted Band D Equivalent	Number of properties	Estimated Collection Rate	Adjusted Band D Equivalent	Estimated Number of properties	Estimated Collection Rate	Adjusted Band D Equivalent
A	47,824	97.5%	19,057	48,050	97.5%	19,508	48,156	97.5%	19,681
B	33,154	97.5%	19,389	33,261	97.5%	19,664	33,322	97.5%	19,776
C	23,484	97.5%	17,266	23,575	97.5%	17,420	23,641	97.5%	17,526
D	10,132	97.5%	8,443	10,213	97.5%	8,551	10,278	97.5%	8,567
E	5,159	97.5%	5,546	5,186	97.5%	5,578	5,206	97.5%	5,616
F	1,836	97.5%	2,411	1,859	97.5%	2,456	1,877	97.5%	2,477
G	611	97.5%	863	614	97.5%	862	618	97.5%	869
H	56	97.5%	39	55	97.5%	42	55	97.5%	45
Total	122,256		73,014	122,813		74,081	123,153		74,557
MOD			816			810			832
Tax Base			73,830			74,891			75,389

CITY COUNCIL

Date of meeting:	27 January 2025
Title of report:	Pay Policy Statement 2025-26
Lead Member:	Councillor Sue Dann
Lead Strategic Director:	Tracey Lee (Chief Executive)
Author:	Chris Squire (Service Director for HROD)
Contact email:	chris.squire@plymouth.gov.uk
Your reference:	
Key decision:	No
Confidentiality:	Part I - Official

Purpose of Report

Under Section 38(1) of the Localism Act 2011 the Council is required to prepare a Pay Policy Statement by 31 March each year, for the following financial year, which is approved by the City Council. The provisions of the Act do not apply to local authority schools. This includes remuneration and policies for the highest paid staff and the lowest paid employees. To address low pay, the Council introduced the principles of the Real Living Wage, by adding a discretionary, non-contractual market supplement in 2014.

Plymouth City Council continues to adopt the principles of the Real Living Wage, with the lowest paid worker (excluding apprentices) earning £24,308 per FTE (£12.60 per hour) from 1 April 2025. National pay negotiations for 2025/26 have not yet commenced. The ratio between the lowest paid and highest paid employee will be 1:7.82 from 1 April 2025 (pay award pending), and a reduction from 2012 when the ratio was 1:14.

Approved pay policy statements must be published on the Council's website as soon as reasonably practicable after being approved. The Act also requires that the Council includes its approach to the publication in its pay policy statement, and access to information relating to the remuneration of Chief Officers.

The Pay Policy Statement contains links to the published Draft Statement of Accounts and other remuneration data on the Council's website. Once in force the statement must be complied with, although it may be amended by Full Council during the financial year.

The Pay Policy Statement, which is prescribed in terms of content, sets out the Council's policies in respect of remuneration. Delegated authority is given to the Chief Officer Appointment Panel (COAP) to adjust pay for Chief Officers (as defined in the Localism Act) should the need arise, as postholders are appointed on a spot salary which periodically can be subject to change within the grade band. Any proposal outside of agreed pay bands for Chief Executive, Strategic Directors or Service Directors will be subject to recommendation by COAP to a meeting of Full Council.

This annual Pay Policy Statement has been shared with the trade unions.

Recommendations and Reasons

I. The City Council approves the Pay Policy Statement for 2025/26

The policy sets out the Council's policies in respect of remuneration and is a statutory requirement.

Alternative options considered and rejected

None, this statement is a statutory requirement.

Relevant to the Corporate Plan and/or the Plymouth Plan

The Council's Pay Policy Statement is a statutory requirement, which supports the council's values.

Implications for the Medium Term Financial Plan and Resource Implications

There is a provision in the 25/26 draft budget for the annual pay award.

Financial Risks

Total cost of pay awards for 2025/26 is unknown as the pay negotiations have not yet commenced. The LGPS employer contribution is now set at 19%.

Carbon Footprint (Environmental) Implications

There are no implications.

Other Implications: eg: Health & 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.

None arising directly from this report.

Appendices

Ref	Title of Appendix	Exemption Paragraph Number (if applicable)						
		1	2	3	4	5	6	7
		<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>						
A	Pay Policy Statement 2024/25							
B	Equalities Impact Assessment							

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 Appendix	Exemption Paragraph Number (if applicable)						
	1	2	3	4	5	6	7

Sign off

Fin	DJN.2 4.25.1 47	Leg	LS/00 00339 0/18/L B/15/0 1/25	Mon Off	LS/00 00339 0/18/L B/15/0 1/25	HR	AM25 0116	Assets		Strat Proc	
Originating Senior Leadership Team Member: Tracey Lee (Chief Executive)											
Please confirm the Strategic Director(s) has agreed the report?											
Date agreed: 17/12/2024											
Cabinet Member approval: Cllr Sue Dann											
Data approved: 17 December 2024											

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PAY POLICY STATEMENT 2025/26

HROD



I CONTEXT

- 1.1 Plymouth City Council wishes to provide a transparent and fair approach to rewarding our employees through our pay, terms and conditions and benefits offered to our employees. The Council's pay and grading arrangements are underpinned by the principles of fairness and equality set out in the Equality Act 2010, the Public Sector Equality Duty and associated codes of practice.
- 1.2 The Council's pay arrangements and policies reflect the need to recruit, retain and motivate skilled and committed employees to ensure high levels of performance, balanced with accountability to the public purse. They also recognise the importance of maintaining an approach to pay and reward that supports the high levels of flexibility and adaptability essential to the effective delivery of a diverse range of services in a challenging and rapidly changing environment.
- 1.3 The [People Strategy](#), currently under review, enables our workforce to be adaptable and agile for the challenges of the future - "Our people will feel welcome, aspire to be the best, we will attract and keep the right people and we will be well led".
- 1.4 The Council is required to set out a Pay Policy Statement under sections 38 and 39 of the Localism Act 2011. The Act prescribes the information and format required for the Pay Policy Statement.
- 1.5 The statement must be approved by a resolution of the City Council before it comes into force for the relevant financial year. Amendments may be made by resolution of Full Council during the financial year.
- 1.6 When approved by the Council, this policy statement will come into immediate effect for the 2025/26 financial year and will be subject to review again for 2026/27 in accordance with the relevant legislation prevailing at that time.
- 1.7 The Chief Executive and Chief Officers are employed under the JNCs for Chief Executives, Chief Officers and NHS terms and conditions respectively. In addition, as a broad principle, for the Chief Executive and Chief Officers, the Council adopts the terms and conditions of employment that apply to NJC staff (Green Book) and the local variations as set out in the Plymouth Book.
- 1.8 Under the Council's Standing Orders and Constitution, we have set out a requirement for all posts to be fairly evaluated to determine their salary levels within our agreed structures. All staff must be appointed on merit, through fair, transparent and objective processes.
- 1.9 The Council's Chief Executive, as the Head of Paid Service, is responsible for ensuring the Council meets its duties for appointment on merit, the terms and conditions of employment, compliance with the Council's Standing Orders for the appointment and remuneration of staff and with the requirements set out in the Local Government and Housing Act 1989. The Head of Paid Service (Chief Executive) is accountable to the Council for the discharge of their duties.

- 1.10 For the purposes of this Pay Policy Statement, all references to statutory and non-statutory Chief Officers (as defined in the Localism Act (Section 43(2)) refers to employees on JNCs for Chief Executives and Chief Officers and NHS terms and conditions.

2 INFORMATION

- 2.1 The Council's Management Structure is set out within the Articles of the Constitution of the Council and this is updated with any changes to statutory posts.
- 2.2 All statutory roles are designated within the Chief Officer structure.
- 2.3 Chief Officer bandings for the Senior Leadership Team are determined using the HAY Job Evaluation criteria.
- 2.4 The Council's NJC pay and grading structure is set out at [Appendix One](#).

3 PAY RELATIVITIES WITHIN THE AUTHORITY

- 3.1 The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton Report on Fair Pay. A public sector manager cannot earn more than 20 times that of the lowest paid person in the organisation. In addition, the Government's Code of Recommended Practice on Data Transparency recommends the publication of the ratio between highest paid salary and the median average salary of the whole of the Authority's workforce.
- 3.2 Plymouth City Council continues to adopt the principles of the Real (previously Foundation) Living Wage, with the lowest paid worker (excluding apprentices) earning £24,308 per FTE (£12.60 per hour) from 1 April 2025, an increase of 34 pence per hour from the current lowest pay scale of £12.26 per hour (scp 2). National pay negotiations for 2025/26 are yet to commence.
- 3.3 From 1 April 2023, the lowest paid workers were defined as those on spinal column point 2 of Grade A (removal of scp 1), which is now the Council's lowest NJC pay grade.
- From 1 April 2025, the remuneration of the lowest paid employee on Grade A (now scp 2) is £23,656 (£12.26 per hour) per FTE until the 2025 pay award is known. Until then, the council will top up the lowest paid employee by 34 pence per hour with a non-contractual, discretionary top up to £24,308 (£12.60 per hour).
- 3.4 The ratio between the lowest paid (£24,308) and highest paid (£190,131) employee will be 1:7.82 from 1 April 2025 (pay award pending), and is a reduction from 2012 when the ratio was 1:14.
- 3.5 The ratio between the median full time equivalent earnings (excluding schools) and the chief executive is 1:6.02 (calculation made at 9 December 2024).
- 3.6 The Council evaluates Chief Officer roles through a defined evaluation method (HAY) to ensure parity and consistency of evaluation within the Council's pay and grading structures.

3.7 Senior officer posts outside of the Chief Officer Structure, but earning in excess of £50,000 are published as part of the Council's access to public information within the annual accounts. The information is contained within the [latest published accounts](#) on the council's website.

4 CHIEF OFFICER PAY

4.1 This section sets out the Council's policy in relation to Chief Officer remuneration and benefits as set out in the Localism Act 2011, which is inclusive of the Head of the Paid Service in the definition of Chief Officer.

4.2 Levels and elements of remuneration for each Chief Officer:

4.2.1 Each Chief Officer will receive a basic salary as defined by the Council's pay and grading structures commensurate with their levels of responsibility.

4.2.2 Each Chief Officer role will be graded using the HAY Job Evaluation methodology (as well as the market) based on the published role profiles and organisational structures.

4.2.3 Each Chief Officer will receive the same local terms and conditions of employment as set out in the Plymouth Book for NJC (Green Book) employees, unless there are different provisions in the JNC for Chief Officers.

4.3 Recruitment and remuneration on engagement of Chief Officer.

4.3.1 Chief Officers will be remunerated within an evaluated banding for the role.

4.3.2 The appointment and remuneration of Chief Officers (Head of Paid Service, Strategic Directors, Assistant Chief Executive and Service Directors) is determined by Members through the Chief Officer Appointments Panel, except where there is specific delegation otherwise through Council.

4.4 Increases and additions to remuneration for each Chief Officer

4.4.1 The Council, through the Chief Officer Appointment Panel, will review each role profile and remuneration of Chief Officers prior to any recruitment or at the creation or substantive change to the existing role, or in any such circumstances as the Panel deem appropriate.

4.4.2 Increases to pay for Chief Officers on JNCs for Chief Executive and Chief Officers will occur through the national pay awards or the Chief Officer Appointment Panel.

4.4.3 Chief Officers are appointed to a salary within a grade range.

4.5 Performance-related pay (PRP) for Chief Officers

There is no performance-related pay or bonus scheme for Chief Officers. Chief Officers are subject to an annual performance review.

4.6 Chief Officer pay on termination of contract or end of office

4.6.1 Chief Officers will receive their contractual entitlement for termination payments. These entitlements are the same for NJC staff (Green Book). Where the Council is

terminating the contract of employment, pay in lieu of notice (PILON) or paid leave may be granted dependent on the circumstances by the Service Director for HROD

4.6.2 Redundancy pay for Chief Officers is calculated at the statutory minimum.

4.6.3 Chief Officers may only be dismissed for reasons of ill health, redundancy or by the Chief Officer Dismissals Panel.

4.6.4 Any payments will be compliant with legislation.

4.7 Benefits in Kind

Chief Officers do not receive any benefits in kind. Any benefits, gifts or hospitality must be properly authorised and recorded in accordance with the Officer's Code of Conduct.

4.8 Charges, fees and professional registrations

Professional fees and charges will be made on behalf of statutory officers and deputy statutory officers in respect of their requirement to be registered to practice with the relevant body.

4.9 Increases and enhancement to pension entitlement

4.9.1 The Council's Chief Officers are entitled to become members of the Local Government Pension Scheme (LGPS) or NHS Pension Scheme. Payments and entitlements are subject to LGPS Regulations or NHS Pension Scheme.

4.9.2 The Council does not enhance pensions or provide added years to Chief Officers beyond their basic entitlements.

4.9.3 Pension strain costs are borne by the Authority on the redundancy of a Chief Officer in line with all other employees. The Council policy limits the maximum cost of redundancy and pension strain to a maximum of three times the annual salary for payback or complies with legislation at the time. Any situation likely to exceed this amount will be resolved by Full Council or delegated to the Council's Chief Officer Appointments Panel at the point of dismissal depending on the necessary level of approval.

4.10 Other amounts payable

The award of other payments within the Council's pay policies will be agreed with the Chief Officer Appointments Panel and reported in the Statement of Accounts.

4.11 Chief Officer Policies

Policies adopted for application to the NJC staff (Green Book) will apply to Chief Officer with the exception of matters related to non-executive functions of the Council in relation to Chief Officers such as appointment, investigations and disciplinary action, employment appeals and dismissal.

4.12 Terms and conditions

Chief Officer terms and conditions will mirror those for NJC staff (Green Book). No more or less favourable terms or treatment shall be afforded to Chief Officers in respect of terms and conditions of employment.

4.13 Superannuation (Employer's pension contribution)

- 4.13.1 The rate of superannuation contributions is determined by the Local Government Pension Scheme Regulations or NHS Pension Scheme.
- 4.13.2 Superannuation payments are made by the employer into the Local Government Pension Scheme (LGPS)/NHS Pension Scheme. The rate of contribution is defined by the LGPS and is applicable to all employees (including chief officers). The latest Local Government Pension Scheme Regulations 2014 were introduced from 1 April 2014. There will be 9 employee contribution bandings between 5.5% and 12.5%. The LGPS employer contribution is 19% from 1 April 2023. The employer contribution for the NHS Pension Scheme is currently 20.6%.

4.14 Returning Officer Fees

The designation and duties of the Returning Officer are independent of the Council. Officers undertaking these duties may claim for the appropriate fees. The Council will designate the officer for these purposes.

5 STAFFING RESOURCES

5.1 The Council uses the following different staffing resources:

- a) Permanent staff on the establishment
- b) Temporary fixed term contracts to fill posts on the establishment
- c) Interims employed through service contracts to fill posts on the establishment
- d) Interims where there is no established post. For example, where temporary specialist skills are needed to undertake a time limited complex project

6 REMUNERATION OF INTERIM AND TEMPORARY STAFF

When interim staff are required, the costs of these are subject to competitive marketplace processes and are compliant with IR35 legislation. HROD officers are involved in all such employment arrangements.

7 CHIEF OFFICER APPOINTMENTS PANEL

- 7.1 The Chief Officer Appointments Panel has responsibility for the appointment and remuneration of Chief Officers (as defined by the Localism Act) except where there is specific delegation otherwise through Council. The Council will aim to pay for these services at a rate as close as possible to total employment costs of directly employed staff performing a comparable role, given prevailing market conditions.
- 7.2 Where the Chief Officer Appointments Panel makes a temporary or interim appointment to an established post, then the appointing person or body will have discretion to settle remuneration in line with current market factors.

7.3 For other posts where the Council requires an interim resource, which is not a Chief Officer, which may or may not be on the establishment, the Council will aim to pay for these services at a rate of pay as close as possible to total employment costs of directly employed staff performing a comparable role, given prevailing market conditions. However, the appointing person will have discretion to settle salary or fees in line with current market factors. Any such arrangements require authorisation from the Head of Paid Service, the Service Director for HROD, and the Service Director for Finance.

8 CONTRACT FOR SERVICES

8.1 Where interim resources are determined to be required for a specific role within the Council that cannot be met through the existing establishment, a procurement process is followed to secure the relevant services. Typically sourcing is carried out through compliant frameworks or tendered in accordance with Contract Standing Orders. Procurement Officers are fully involved in these processes.

8.2 Unlike staff employed under contracts of employment, the relevant guidance from the Department for Communities and Local Government does not require such appointments to be approved by Council. However, where such posts are classified as Chief Officers for pay policy purposes, those posts should appear in the Statement of Accounts. To ensure that the Council is open and transparent it is proposed to provide details of any such contract where the daily rate equivalent paid by the Council to the contractor (and excluding procurement costs) exceeds £500 per day for duration of more than three months.

9 PUBLICATION

9.1 Upon approval by the Council, this statement will be published on the Council's Website and will also be available in additional formats by request.

9.2 Chief Officer remuneration (actual payments) will be reported in the Council's Annual Statement of Accounts.

9.3 Payments in respect of the use of interim management services are also available on the council website, where the daily rate equivalent paid by the Council exceeds £500 per day for more than a period of three months. These payments include all agency fees, and exclude VAT.

9.4 In addition, for employees where the full-time equivalent salary is £50,000 or more, excluding employer superannuation contributions, the Council's Annual Statement of Accounts will include the number of employees in bands of £5,000.

9.5 The Annual Statement of Accounts can be found on the Council website [here](#).

APPENDIX ONE

GRADE	SCP	Salary	Hourly rate
A			
	2	£23,656.00	£12.26
B	3	£24,027.00	£12.45
	4	£24,404.00	£12.65
C	5	£24,790.00	£12.85
	6	£25,183.00	£13.05
	7	£25,584.00	£13.26
D	8	£25,992.00	£13.47
	9	£26,409.00	£13.69
	11	£27,269.00	£14.13
	12	£27,711.00	£14.36
E	14	£28,624.00	£14.84
	15	£29,093.00	£15.08
	17	£30,060.00	£15.58
F	19	£31,067.00	£16.10
	20	£31,586.00	£16.37
	22	£32,654.00	£16.93
G	23	£33,366.00	£17.30
	24	£34,314.00	£17.79
	25	£35,235.00	£18.26
H	26	£36,124.00	£18.72
	27	£37,035.00	£19.20
	28	£37,938.00	£19.67
	29	£38,626.00	£20.02
I	30	£39,513.00	£20.48
	31	£40,476.00	£20.98
	32	£41,511.00	£21.52
	33	£42,708.00	£22.14
	34	£43,693.00	£22.65
J	35	£44,711.00	£23.18
	36	£45,718.00	£23.70
	37	£46,731.00	£24.22
	38	£47,754.00	£24.75
	39	£48,710.00	£25.25
	40	£49,764.00	£25.80

GRADE	SCP	Salary	Hourly rate
J	41	£50,788.00	£26.33
	42	£51,802.00	£26.85
	43	£52,805.00	£27.37
	44	£53,868.00	£27.92
	45	£54,951.00	£28.48
	46	£56,037.00	£29.05
K	47	£57,144.00	£29.62
	48	£58,237.00	£30.19
	49	£59,308.00	£30.74
	50	£60,501.00	£31.36
L	51	£61,574.00	£31.92
	52	£62,662.00	£32.48
	53	£63,737.00	£33.04
	54	£64,815.00	£33.60
	55	£65,885.00	£34.15
	56	£66,970.00	£34.71
M	57	£68,397.00	£35.45
	58	£69,853.00	£36.21
	59	£71,340.00	£36.98
	60	£72,860.00	£37.77
	61	£74,411.00	£38.57
N	62	£75,997.00	£39.39
	63	£77,616.00	£40.23
	64	£79,269.00	£41.09
	65	£80,958.00	£41.96
	66	£82,681.00	£42.86

Notes:

1. SCP 10,13,16,18 and 21 are not used by Plymouth City Council as part of the 2019 assimilation process.
2. From 1 April 2024 the Foundation Living Wage is £12 per hour.
3. Hourly rate calculated by dividing annual salary by 52.14 weeks (which is 365 days divided by 7) and then divided by 37 hours (the standard working week).
4. NJC spinal column point (SCP) 1 [one] was erased in line with the LGS NJC Pay Award notification of November 2022.

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EQUALITY IMPACT ASSESSMENT

Pay Policy Statement 2024/2025

HROD



PLYMOUTH
CITY COUNCIL


STAGE I: What is being assessed and by whom?	
What is being assessed - including a brief description of aims and objectives?	<p>Under Section 38(1) of the Localism Act 2011 the Council is required to publish a Pay Policy Statement by 31 March each year.</p> <p>This EIA compares the profile of the whole workforce against the Chief Executive/Chief Officers group.</p> <p>The outcome of the national pay awards for 2024/25 for the NJC for Local Government Services, the JNC for Chief Executives and the JNC for Chief Officers have all been confirmed and actioned within November/December pay.</p> <p>2025/26 pay negotiations have not yet started</p> <p>Aim: To ensure the Pay Policy for Plymouth City Council does not disproportionality, detrimentally affect individuals with protected characteristics. We ensure that staff are not unfairly selected due to having a particular protected characteristic within the Equality Act 2010. We will also seek to avoid any indirect impact on staff within these groups that we cannot objectively justify.</p> <p>We do not anticipate any adverse impact to our workforce as pay relates to the role undertaken, not individual employee characteristics.</p>
Responsible Officer	Alison Mills, Head of HR
Department and Service	Human Resources and Organisational Development
Date of Assessment	05.12.2024

STAGE 2: Evidence and Impact					
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback) – WHOLE WORKFORCE @ 05/12/24 – 2474 (removes 35 duplicates where an employee holds more than one role in the Council) %ages rounded to 2 decimal points	Evidence and information (e.g. data and feedback) – CHIEF EXECUTIVE / CHIEF Chief Executive/Chief Officers @ 05/12/2024 – 14 (4 vacant)	Any adverse impact	Actions	Timescale and who is responsible
Age	Teens = 14/2474 = 0.56% 20s = 261/2474 = 10.55% 30s = 464/2474 = 18.75% 40s = 565/2474 = 22.84% 50s = 754/2474 = 30.48% 60s = 398/2474 = 16.09% 70s = 18/2474 = 0.73%	30s = 1/14 = 4.43% 40s = 0/14 = 0% 50s = 10/14 = 70.70% 60s = 3/14 = 24.87%	None anticipated	n/a	
Disability	None = 1606/2474 = 64.92% Not declared = 603/2474 = 24.37% Prefer not to say = 95/2474 = 3.84% Yes = 170/2474 = 6.87%	Not declared = 4/14 = 28.57% None = 10/14 = 71.43%	None anticipated	n/a	
Faith, Religion or Belief	Not declared = 510/2474 = 20.60% None = 1101/2474 = 44.51% Prefer not to say = 42/2474 = 1.70% Christian = 756/2474 = 30.56% Buddhist = 11/2474 = 0.45% Other = 42/2474 = 1.70% Jewish = 2/2474 = 0.08%	Not declared = 4/14 = 28.57% None = 3/14 = 21.43% Christian = 6/14 = 42.86% Muslim = 1/14 = 7.14%	None anticipated	n/a	

	Muslim = 9/2474 = 0.36% Hindu = 1/2474 = 0.04%				
Gender	Female = 1578/2474 = 63.78% Male = 896/2474 = 36.22%	Female = 5/14 = 35.71% Male = 9/14 = 64.29%	None anticipated	n/a	
Gender Reassignment	Data not available.	Data not available	n/a	n/a	
Race	White British = 2216/2474 = 89.57% Asian Or Asian British – Bangladeshi = 2/2474 = 0.08% Asian Or Asian British – Indian = 4/2474 = 0.16% Asian Or Asian British – Pakistani = 1/2474 = 0.04% Black Or Black British – African = 29/2474 = 1.17% Black Or Black British – Caribbean = 3/2474 = 0.12% Chinese = 3/2474 = 0.12% Information Refused = 2/2474 = 0.08% Mixed - White And Asian = 11/2474 = 0.44% Mixed - White And Black African = 5/2474 = 0.20% Mixed - White And Black Caribbean = 4/2474 = 0.16% Not Known = 62/2474 = 2.52% Other Asian Background = 8/2474 = 0.32% Other Black Background = 3/2474 = 0.12% Other Ethnic Group = 6/2474 = 0.24% Other Mixed Background = 8/2474 = 0.32% Other White Background = 67/2474 = 2.72% White Irish = 6/2474 = 0.24%	Black Or Black British – African = 1/14 = 7.14% Other Mixed Background = 1 = 7.14% White British = 12/14 = 85.72%	None anticipated	n/a	

	Not declared = 34/2474 = 1.38%				
Sexual Orientation - including Civil Partnership	Bisexual = 41/2474 = 1.66% Gay Man = 37/2474 = 1.50% Gay Woman/Lesbian = 31/2474 = 1.25% Heterosexual = 1733/2474 = 70.05% Information Refused = 57/2474 = 2.30% Other = 8/2474 = 0.32% Prefer Not To Say = 53/2474 = 2.14% Not declared = 514/2474 = 20.78%	Heterosexual = 9/14 = 64.29% Gay Man = 1/14 = 7.14% Bisexual = 1/14 = 7.14% Not declared = 3/14 = 21.43%	None anticipated		n/a

STAGE 3: Are there any implications for the following? If so, please record 'Actions' to be taken		
Local Priorities	Implications	Timescale and who is responsible
Reduce the inequality gap, particularly in health between communities	None	
Good relations between different communities (community cohesion)	None	
Human Rights	None	

STAGE 4: Publication			
Director, Service Director/Head of Service approving EIA.		Date	20 December 2024

City Council



Date of meeting:	27 January 2025
Title of Report:	Committee Calendar 2025/26
Lead Member:	Councillor Tudor Evans OBE (Leader)
Lead Strategic Director:	Liz Bryant (Head of Legal Services)
Author:	Hannah Chandler-Whiting (Democratic Advisor)
Contact Email:	Hannah.Chandler-Whiting@plymouth.gov.uk
Your Reference:	CommitteeCalendar2025/26
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

The purpose of this report is to provide the Plymouth City Council indicative committee meeting dates for 2025/26. Consideration has been given to avoiding the schedule of main political party conferences, school term dates and other key clashes in proposing these dates.

Recommendations and Reasons

- I. To note the indicative dates for meetings to be held in 2025/26.

Alternative options considered and rejected

No alternative considered as the Council's Annual calendar of meetings gives notification of proposed dates to aid Councillors in their diary planning.

Relevance to the Corporate Plan and/or the Plymouth Plan

The meetings of Council are a central element of the democratic process of the Council, which supports the democratic values of the Corporate Plan.

Implications for the Medium Term Financial Plan and Resource Implications:

None identified.

Financial Risks

None identified.

Carbon Footprint (Environmental) Implications:

No direct implications as a result 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.*

None identified.

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	Committee Calendar 2025/26							

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	N/A	Leg	LS/00 0033 90/11 /LB/1 1/11/ 2024	Mon Off	N/A	HR	N/A	Asset s	N/A	Strat Proc	N/A
Originating Senior Leadership Team member: Liz Bryant											
Please confirm the Strategic Director(s) has agreed the report? Yes											
Date agreed: 11/11/2024											
Cabinet Member approval: Councillor Tudor Evans OBE (Leader of the Council) <i>Approved via email</i>											
Date approved: 14/11/2024											

Key

- Bank Holiday
- School Holidays
- Labour Party Conference
- Conservative Party Conference

May

2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
28	29	30	01 Taxi Licensing Committee	02	03	04
05	06	07	08 Planning	09	10	11
12 Cabinet Licensing Sub Committee	13	14	15	16 City Council AGM	17	18
19	20	21	22	23 Chief Officer Appointments Panel	24	25
26	27	28	29	30	31	01

June

2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
26	27	28	29	30	31	01
02	03	04	05 Taxi Licensing Committee	06	07	08
09 Cabinet	10	11	12	13 Tamar Bridge and Torpoint Ferry Joint Committee	14	15
16 Licensing Committee Licensing Sub Committee	17 Child Poverty Working Group	18	19 Health and Wellbeing Board	20 Chief Officer Appointments Panel	21	22
23 City Council	24	25 Corporate Parenting Board	26 Planning Committee	27	28	29

July

2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
30	01	02	03 Taxi Licensing Committee SACRE	04 Mount Edgcombe Joint Committee	05	06
07 Cabinet	08	09 Natural Infrastructure and Growth Scrutiny Panel	10 Children, Young People and Families Scrutiny Panel	11 Chief Officer Appointments Panel	12	13
14	15 Health and Adult Social Care Scrutiny Panel	16 Housing and Community Services Scrutiny	17	18	19	20
21 Licensing Sub Committee	22 Audit and Governance Committee	23 Scrutiny Management Board	24 Planning Committee	25 Devon and Cornwall Police and Crime Panel	26	27
28	29	30	31	01	02	03

August

2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
28	29	30	31	01	02	03
04	05	06	07 Taxi Licensing Committee	08	09	10
11 Cabinet	12	13	14	15 Chief Officer Appointments Panel	16	17
18 Licensing Sub Committee	19	20	21 Planning Committee	22	23	24
25	26	27	28	29	30	31

September

2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
01	02	03	04	05	06	07
08 Cabinet	09	10	11 Taxi Licensing Committee	12 Devon and Cornwall Police and Crime	13	14
15 City Council	16 Child Poverty Working Group Audit and Governance Committee	17 Corporate Parenting Board	18 Planning Committee	19 Tamar Bridge and Torpoint Ferry Joint Committee Chief Officer Appointments Panel	20	21
22	23	24 Scrutiny Management Board (Resigned)	25 Health and Wellbeing Board	26	27	28
29	30	01	02 Licensing Committee Licensing Sub Committee	03	04	05

October

2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
29	30	01	02 Taxi Licensing Committee	03	04	05
06	07	08	09 Children, Young People and Families Scrutiny Panel	10	11	12
13 Cabinet	14 Health and Adult Social Care Scrutiny Panel	15 Natural Infrastructure and Growth Scrutiny Panel	16 South West Devon Waste Partnership	17 Chief Officer Appointments Panel	18	19
20 Licensing Sub Committee	21	22 Housing and Community Services Scrutiny	23 Planning Committee	24	25	26
27	28	29	30	31	01	02

November

2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
27	28	29	30	31	01	02
03	04	05 Scrutiny Management Board	06 Taxi Licensing Committee	07	08	09
10 Cabinet	11 SACRE	12	13 Planning Committee	14 Chief Officer Appointments Panel Mount Edgcombe Joint Committee	15	16
17 Licensing Sub Committee	18 Audit and Governance Committee	19	20	21 Devon and Cornwall Police and Crime Panel	22	23
24 City Council	25	26	27	28	29	30

December

2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
01 Licensing Committee	02 Health and Adult Social Care Scrutiny Panel	03 Natural Infrastructure and Growth Scrutiny Panel	04 Taxi Licensing Committee	05 Tamar Bridge and Torpoint Ferry Joint Committee	06	07
08 Cabinet	09	10 Housing and Community Services Scrutiny	11 Children, Young People and Families Scrutiny Panel	12	13	14
15 Licensing Sub Committee	16 Child Poverty Working Group	17 Corporate Parenting Board	18 Planning Committee	19 Chief Officer Appointments Panel	20	21
22	23	24	25	26	27	28
29	30	31	01	02	03	04

January

2026

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
29	30	31	01	02	03	04
05	06	07	08	09	10	11
12	13	14	15 Health and Wellbeing Board Taxi Licensing Committee	16 Chief Officer Appointments Panel	17	18
19 Cabinet Licensing Sub Committee	20	21	22 Planning	23	24	25
26 City Council	27	28 Scrutiny Management Board	29	30 Devon and Cornwall Police and Crime	31	01

February

2026

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
26	27	28	29	30	31	01
02 Licensing Committee	03 Health and Adult Social Care Scrutiny Panel	04 Natural Infrastructure and Growth Scrutiny Panel	05 Taxi Licensing Committee	06	07	08
09 Cabinet Licensing Sub Committee	10 Audit and Governance Committee	11 Housing and Community Services Scrutiny	12 Lord Mayor's Selection Committee Children, Young People and Families Scrutiny Panel	13 Devon and Cornwall Police and Crime Panel	14	15
16	17	18	19	20	21	22
23 City Council	24	25	26 Planning Committee	27 Chief Officer Appointments Panel	28	01

March

2026

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
23	24	25	26	27	28	01
02	03 Child Poverty Working Group	04 SACRE Corporate Parenting Board	05 Taxi Licensing Committee	06 Tamar Bridge and Torpoint Ferry Joint Committee	07	08
09 Cabinet	10 Audit and Governance Committee	11 Scrutiny Management Board	12 Health and Wellbeing Board	13	14	15
16 City Council	17	18	19 Planning Committee	20 Chief Officer Appointments Panel	21	22
23 Licensing Sub Committee	24	25	26	27	28	29
30	31					

April

2026

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
30	31	01	02 Taxi Licensing Committee	03	04	05
06	07	08	09	10 Chief Officer Appointments Panel	11	12
13	14	15	16	17	18	19
20 Licensing Sub Committee	21	22	23 Planning Committee	24	25	26
27	28	29	30	01	02	03

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MOTION ON NOTICE



Date of Council Meeting: 27 January 2025

Strengthening Measures to Combat Youth Vaping

As recognised by the Motion on Notice “Impact of Vaping on Young People” in September 2023, despite sales being age-restricted, vapes have become increasingly popular among young people, causing issues in schools, impacting on learning, and posing significant public health concerns.

Recent data indicates that in the UK, the proportion of 11–17-year-olds currently vaping has risen from 4% in 2020 to 7% in 2022. In Plymouth, 10% of children and young people surveyed reported using vapes – although this is suspected to be higher amongst some groups of children.

Evidence in adults shows that regulated vape products and devices are less harmful than smoking and can aid adults in quitting smoking, but vaping of any kind is not recommended for children and young people due to potential health risks. Short-term effects include headaches, sore throats, dizziness, and coughs, with long-term effects still unknown.

This Council:

- Welcomes the Government’s introduction of the Tobacco and Vaping Bill 2024 to strengthen restrictions and regulations around tobacco and vape usage to protect young people and ensure they never start to smoke or vape.
- Recognises the critical role that local authorities’ trading standards will play in building compliance within various areas of both existing vape regulations and those planned for consultation.
- Commends the Council’s Public Health Team, local schools, and other citywide partners for the progress they have made in implementing a broad programme of work around vaping prevention for both children and adults, including action to prevent vaping in schools and reduce school exclusions due to vaping.
- Commends all schools in Plymouth who have committed to address ‘harmful vaping’ through the innovative school place-based improvement plan.
- Concurs with the Chief Medical Officer of England’s public health view that if you smoke, vaping is safer; if you don’t smoke you shouldn’t vape; and marketing to children is utterly unacceptable.

This Council requests:

- The Leader to write to the Parliamentary Under-Secretary of State for Public Health and Prevention, Andrew Gwynne MP, urging the Minister to expedite consultations and introduce stricter regulations on the advertising and sale of vapes as soon as possible. This includes:
 - Restricting branding and packaging to reduce appeal to young people.
 - Banning the distribution of free vapes to children.

- Regulating the contents and flavours of vapes to prevent targeting young people.
- Limiting the display and promotion of vapes in retail environments, including introducing a ban on shop floor sale of vapes.
- The Minister sets out a clear timeframe for when the consultations will happen, and secondary legislation laid before Parliament.
- The Leader to write to Dr Sam Roberts, CEO of the National for Health and Care Excellence (NICE) to request that Government consider the development of national guidance on advice, intervention and support that should be available for young people in the following context:
 - Young people under 18 who routinely smoke tobacco (and maybe dependent on nicotine) that wish to switch to vaping as a less harmful method of using nicotine
 - Young people who have become dependent on nicotine through vaping but wish to reduce harm or stop and request help to do so.
- The Director of Public Health engages with and influences fellow Directors of Public Health and other relevant stakeholders to prioritise actions to prevent youth vaping. This includes writing to local businesses and national chains to request they voluntarily take actions to prevent youth vaping, namely, removing vapes and associated products from shop floors.
- It continues its proactive engagement with citywide partners to prevent youth vaping both in and out of school settings.
- That the existing Health and Wellbeing Board's position statement on vaping be reviewed to account for the changing use by children.

Proposer: Cllr Daniel Steel

Seconder: Cllr Mary Aspinall

MOTION ON NOTICE



Date of Council Meeting: 27 January 2025

To call for auto enrolment for Free School Meals

The Education Act 1996 requires maintained schools and academies to provide free school meals (FSM) to disadvantaged pupils (defined by the pupil or their family being in receipt of certain benefits). A claim must be made by the pupil, their parent or another responsible adult, which is then checked for eligibility. There are barriers to enrolling, including the burdensome application process, uncertainty around the entitlement criteria, language or literacy issues, and a feeling of stigma or embarrassment.

Nationally, many pupils are missing out. In Plymouth, estimates are that there are approximately 1600 households, with 2600 children, who are eligible for FSM but not enrolled to receive it. As well as missing out on a free, nutritional hot lunch every school day, these families will be missing out on additional support available through school holidays

In addition, for each pupil enrolled for FSM, the school receives a 'Pupil Premium'. Plymouth's education system is missing out in the region of £2.5 million additional funding through the Pupil Premium.

There is a simple fix to this; to move to an automatic enrolment when families meet the criteria. This must happen at national level, with corresponding legislative changes.

Although local authorities can identify eligible families, as well as being complex, they would be open to legal challenge if they were to register pupils rather than having a request from a parent or other responsible adult.

To remove this burden from local authorities and ensure all children who are entitled to a Free School Meal are receiving it, we urge the Government to introduce an auto-enrolment system at the national level that would register eligible families to receive Free School Meals using benefits data, unless families decide to opt out.

Council resolves:

- That the Leader writes to Bridget Phillipson MP, Secretary of State for Education and Liz Kendall MP, Secretary of State for Work and Pensions, requesting that;
 - auto-enrolment for free school meals be added to the anticipated Children's Wellbeing Bill
 - local education authorities are given the powers necessary to obtain and exchange the information necessary to identify and register all children eligible for FSM.
 - For Plymouth City Council to review the schemes put in place by some other local authorities and consider adopting an opt-out system for 2025/26, in the event that a national scheme has not been delivered.

Proposer: Cllr Maria Lawson

Seconder: Cllr Jaime Bannerman

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