



Oversight and Governance

Chief Executive's Department

Plymouth City Council

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Delegated Decisions

Delegated Executive/Officer Decisions

Delegated Executive and Officer decisions are published and are available at the following link - <https://tinyurl.com/ms6umor>

Cabinet decisions subject to call-in are published at the following link - <http://tinyurl.com/yddrql6>

Notice of call-in for non-urgent decisions must be given to the Democratic Support Team by 4.30 pm on 19 March 2024. Please note – urgent decisions and non-key Council Officer decisions cannot be called in. Copies of the decisions together with background reports are available for viewing as follows:

- on the Council's Intranet Site at <https://modgov/mgDelegatedDecisions.aspx>
- on the Council's website at <https://tinyurl.com/jhnax4e>

The Urgent Key decision detailed below may be implemented immediately. The non-key decision may be implemented on 20 March 2024 if it is not called-in.

Delegated Decisions

I. Councillor Tudor Evans OBE, Leader of the Council:

- I.a. L51 23/24 - Urgent Key Decision: Household Support Fund Round 5 **(Pages 1 - 8)**
- I.b. L43 23/24 - Support to Millfields Community Economic Development Trust - Grant **(Pages 9 - 32)**

URGENT EXECUTIVE DECISION

made by a **Cabinet Member**




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

Executive Decision Reference Number – L5I 23/24

Decision				
1	Title of decision: Urgent Decision: Household Support Fund Round 5			
2	Decision maker: Councillor Tudor Evans OBE, Leader of the Council			
3	Report author and contact details: Rachel Silcock, Community Empowerment Operational Lead, 01752 307176			
4	Decision to be taken: To approve the distribution of Household Support Fund monies through the proposed Framework for Round 5			
5	<p>Reasons for decision: An extension of the Household Support Fund (HSF) was announced by the Chancellor in the Spring Budget on 6th March 2024, for six months 'at current levels'. There is therefore an urgent need to agree on a framework for the next 6 months of HSF, in particular to fund food vouchers for children entitled to free school meals in the Easter Holidays which is in 3 weeks' time.</p> <p>The implication from the Chancellor's speech is that there will be the same level of funding that Plymouth City Council has received for the last 4 rounds which will be £2,294,796.82 for six months.</p> <p>As the Chancellor talked about 'continuation funding', it is likely that the objective and criteria for the fund will remain the same or very similar. However, Councils have not received written guidance to this effect, which means that this framework proposal will be high level at this stage.</p>			
6	<p>Alternative options considered and rejected:</p> <p>Option 1: Do Nothing This is not an option as the Council has been awarded grant funding to support vulnerable households. To not use or accept this funding would be to the detriment of Plymouth households at a time of an ongoing cost of living crisis.</p> <p>Option 2: Provide cash payments or post office vouchers directly to claimants This option would require a significant amount of staff capacity which wouldn't be in place in time to deliver the funding. Additionally, the procurement of pre-payment cards would incur service charges.</p>			
7	Financial implications: The funding for this contract is provided by the Department for Work and Pensions.			
8	<p>Is the decision a Key Decision? (please contact Democratic Support for further advice)</p>	<p>Yes</p>	<p>No</p>	<p>Per the Constitution, a key decision is one which:</p>
			<p>√</p>	<p>in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total</p>

			√	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1 million
			√	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
	If yes, date of publication of the notice in the Forward Plan of Key Decisions	The Monitoring Officer has confirmed that this can be considered to be an Urgent Key Decision, due to the extremely late announcement from the government of the continuation of HSF beyond March 2024. Until the spring budget on the 6 th March, the government were maintaining their decision (as stated by the Chancellor during the Autumn Statement in November 2023), that there were no plans to extend the Household Support Fund after March. This decision was therefore unexpected and leaves very little time to set up the mechanism to fund and distribute food vouchers for parents during the Easter Holidays which start on the 29 th March 2024. As central government funding was not announced until the 6 th March, it has not been practicable to include the decision in the Forward Plan.		
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	This proposal links to the Child Poverty agenda for the city and also A Bright Future 2021 – 26 in supporting children to stay safe and well, through the provision of adequate nutrition.		
10	Please specify any direct environmental implications of the decision (carbon impact)	None.		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes	√	(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No		(If no, go to section 13a)
12a	Reason for urgency:	This is an urgent decision due to the extremely late announcement from the government of the continuation of HSF beyond March 2024. Until the spring budget on the 6 th March, the government were maintaining their original decision (as stated by the Chancellor during the Autumn Statement of November 2023) that there were no plans to extend the Household Support Fund after March. This decision was therefore unexpected and leaves very little time to set up the mechanism to fund and distribute food vouchers for parents during the Easter Holidays which start on the 29 th March 2024. As central government funding was not announced until the 6 th March, it has not been practicable to include the decision in the Forward Plan		
12b	Scrutiny Chair Signature:	Councillor Ian Darcy	Date	07 March 2024
	Scrutiny	Performance, Finance and Customer Focus Overview and Scrutiny Committee		

	Committee name:			
	Print Name:	Ian Darcy		
Consultation				
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	√	(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?	n/a		
I3c	Date Cabinet member consulted			
I4	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	√	
I5	Which Corporate Management Team member has been consulted?	Name	Ruth Harrell	
		Job title	Director for Public Health	
		Date consulted	06 March 2024	
Sign-off				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS116 23/24	
		Finance (mandatory)	HLS070324	
		Legal (mandatory)	LS/00001312/1/L B/8/3/24	
		Human Resources (if applicable)	N/A	
		Corporate property (if applicable)	N/A	
		Procurement (if applicable)	SS/SC/048/ED/CA/03 24	
Appendices				
I7	Ref.	Title of appendix		
	A	Household Support Fund Round 5 April 2024 to September 2024 Framework		
Confidential/exempt information				
I8a	Do you need to include any confidential/exempt information?	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for

		No	√	publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)				
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							
Signature			Date of decision	12 March 2024				
Print Name	Cllr Tudor Evans OBE, Leader of Plymouth City Council							

HOUSEHOLD SUPPORT FUND

Round 5 April 2024 to September 2024
Framework



BACKGROUND

In the Spring Budget on March 6th, 2024, the Chancellor explained that he had listened to charities and MPs and decided that access to the fund should be extended.

Jeremy Hunt said: “[The HSF] was set up on a temporary basis and due to conclude at the end of this month. Having listened carefully to representations from the Joseph Rowntree Foundation, The Trussell Trust and honourable members... I’ve decided that with the battle against inflation still not over, now is not the time to stop the targeted help it offers.

“We will therefore continue it at current levels for another six months.”

There is therefore an urgent need to agree on a framework for the next 6 months of HSF, in particular to fund food vouchers for children entitled to free school meals in the Easter Holidays which is in 3 weeks’ time.

The implication from the Chancellor’s speech is that there will be the same level of funding that Plymouth City Council has received for the last 4 rounds which will be £2,294,796.82 for six months.

As the Chancellor talked about ‘continuation funding’, it is likely that the objective and criteria for the fund will remain the same or very similar. However, Councils have not received written guidance to this effect, which means that this framework proposal will be high level at this stage.

The objective of the Household Support Fund to date has been to support those most in need with the cost of food, energy and water bills, phone, broadband and clothing and in exceptional cases, housing costs. Beyond this, Authorities have had discretion to determine the most appropriate scheme for their area, based on their understanding of local need and with due regard to equality considerations.

Authorities have previously been required to develop a ‘local eligibility framework and approach’ to enable them to distribute grant funding that best supports households most in need. Authorities have always had the flexibility within the scheme to identify which vulnerable households are in most need of support and apply their own discretion when identifying eligibility.

RATIONALE FOR THE USE OF THE HOUSEHOLD SUPPORT FUND APRIL 2024

In Round 4, from April 1st 2023, to March 31st 2024, HSF could be used as follows:

- To assist households with the costs of:
 - ENERGY - gas/electricity,
 - FOOD - water, food,
 - ESSENTIALS - phone/broadband, essential household items (e.g. white goods, beds/bedding, clothing, baby/sanitary products) and housing costs (in exceptional circumstance) and advice.
 - The fund can be used to provide supplementary advice services to award recipients, including debt and benefit advice, but this should not be the primary function.
- In particular, to consider those groups who may not have benefitted from any of the recent cost of living support.
- No application was needed if households requiring assistance can be determined in advance.
- Every local authority was required, at least in part, to have an application basis grant provision i.e. residents should have the opportunity to come forward to ask for support

- Individuals, regardless of their immigration status were eligible to ensure a basic safety net of support
- The fund could not be used for mortgage related costs.
- The scheme had to be adequately advertised.

In all 4 previous rounds of HSF the fund has been distributed by Plymouth City Council in the following ways:

- Food vouchers for the school holidays for children entitled to free school meals and other families in hardship as identified by the schools.
- Front line council teams working with households, in particular Community Connections
- Grants to 3rd sector aid charities including emergency food providers such as food banks.
- Energy aid and help with other appropriate debts through Plymouth Energy Community and Citizens Advice Plymouth

In addition, in Round 4, funding has been provided to PEC and Citizens Advice Plymouth to provide advice to people receiving funding, in order to maximise incomes and reduce debts in a sustainable way.

These routes proved to be effective in reaching those most in need, the knowledge and experience of partners was invaluable in distributing the fund. The VCS grants were particularly successful in reaching target groups such as carers, young careers, disabled children and adults, older people etc.

This period of the fund covers the Easter, May half term and summer school holiday periods.

In addition to the above, Plymouth City Council now has the 'Low Income Family Tracker' (LIFT) tool as provided by Policy in Practice, which uses Council data to identify households that are struggling financially. There is potential to use this tool to identify households that may be in need and to fund them directly, whilst offering them advice on maximising their income at the same time.

Eligibility

In Round 4, suggested households that could be targeted by Local Authorities were:

- Households with at least one child under 18 who resides in the property on a permanent basis.
- Families with children on low incomes, including single parent households.
- Single adults on low incomes, in particular those living in private rented/ HMOs.
- People with physical disabilities and serious health/mental illness on low incomes
- Households where someone has reached pension age.
- Households with an unpaid carer
- Households with a care leaver
- People at risk of homelessness or in temporary accommodation
- Households who are eligible for children's Free School Meals
- Households with very vulnerable families (Children's Social Care, Refugee organisations, Young Parents service)
- Single homeless and private sector tenant support service

It is likely that this will remain the same or similar and when this is confirmed, the detail of the households that will be eligible will be announced on the Council's website.

GRANT USAGE

Food Vouchers for school holidays for children entitled to free school meals

This has been funded since 2020. It is recognised that this route will have the most impact to support households with children. All households with children eligible for free school meals and other households who are struggling as identified by the schools, will be offered a £13 supermarket voucher

per child per week for the 2 week Easter Holiday, the week of May half term and the 6 week summer holiday.

The cost of this is approximately: 12516 children X £13 X 9 weeks of school holidays = £1,464,372

The remaining funding of £830,424.82 will be distributed as follows:

(i) Energy

Grants for energy will be available through Citizens Advice Plymouth and Plymouth Energy Community. Distributing the bulk of energy support through these organisations will bring significant added values as the beneficiaries will have access to their on-going core offers of support, information and guidance.

(ii) Voluntary Sector and Emergency Food

Previous grants have demonstrated the effectiveness of our partners in reaching out to and targeting the households and communities in need, for example, people with mental ill-health, physical disabilities and their carers. There has also been the need to support the supply of emergency food, particularly during the cost-of-living crisis.

(iii) LIFT Dashboard and Community Connections

Households at risk of homelessness or otherwise in need as identified by the LIFT Dashboard and via Community Connections.

Communication

Details of the support available from this round of the Household Support Fund will be shared through PCC website, VCS promotion and Social Media.

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EXECUTIVE DECISION

made by a Cabinet Member



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

Executive Decision Reference Number – L43 23/24

Decision				
1	Title of decision: Support to Millfields Community Economic Development Trust - Grant			
2	Decision maker: Councillor Tudor Evans OBE, Leader of the Council			
3	Report author and contact details: Anna Peachey, Economy, Partnerships and Regeneration Manager, anna.peachey@plymouth.gov.uk : 01752 307840			
4	<p>Decision to be taken:</p> <p>To enter into an Agreement to grant fund community economic development activity delivered by the Millfields Community Economic Development Trust up to a maximum sum of £985,000, payable over a period of 10 years.</p> <p>To grant delegated authority to agree the terms of the grant to Head of Economy, Enterprise and Employment in consultation with the Leader of Plymouth City Council.</p>			
5	<p>Reasons for the decision:</p> <p>As one of Plymouth City Council's strategic Community Economic Development Trusts, Millfields CED Trust receives support from the Council to improve economic participation and benefit their community. The grant is for activities that meets the definition of the Services of Public Economic Interest (SPEIs) under the Subsidy Control Act 2022.</p>			
6	<p>Alternative options considered and rejected:</p> <p>No grant provision would limit the Trust in its delivery of Community Economic Development in the area.</p>			
7	<p>Financial implications and risks:</p> <p>The currently drafted MTFP includes this ongoing Economic Development revenue grant, by way of a concession on rent due. This is a subsidy grant on the rental income charged, & no cash grant is paid.</p> <p>Approval of this decision would result in an extended commitment to grant a 70% concession beyond the MTFP period, over the 10 year period 2024-34. The total value of the concession over the 10 year period is up to £985,000.</p>			
8	<p>Is the decision a Key Decision?</p> <p>(Please contact Democratic Support for further advice)</p>	<p>Yes</p>	<p>No</p> <p>X</p>	<p>Per the Constitution, a key decision is one which:</p> <p>in the case of capital projects and contract awards, results in a new commitment to spend and/or save more than £3million in total</p>

	Please type an X into the relevant boxes		X	in the case of revenue projects when the decision involves entering new commitments and/or making new savings more than £1 million
			X	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the local authority.
	If yes, date of publication of the notice in the <u>Forward Plan of Key Decisions</u>	n/a		
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	Unlocking the city's potential - has a vibrant economy offering quality jobs and skills; Delivering on our commitments by: - Enabling our people to deliver - Engaging with and listening to our residents, businesses, and communities		
10	Please specify any direct environmental implications of the decision (carbon impact)	The Grant Agreement will ensure that tenants of the Mary Seacole Road and Creykes Court Business premises are engaged in climate awareness and action activities in the City.		

Urgent decisions

11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public? Please type an X into the relevant box	Yes		(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No	X	(If no, go to section 13a)

12a Reason for urgency:

12b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			

Consultation

13a		Yes	X	
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	Are any other Cabinet members' portfolios affected by the decision? Please type an X into the relevant box	No		(If no go to section 14)
I3b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Chris Penberthy, Cabinet Member for Housing, Cooperative Development and Communities. Chris is aware of the work but has declared a conflict of Interest as a Trust Board member and Chair.		
I3c	Date Cabinet member consulted	08 September 2023		
I4	Has any Cabinet member declared a conflict of interest in relation to the decision? Please type an X into the relevant box	Yes	X	If yes, please discuss with the Monitoring Officer
		No		
I5	Which Corporate Management Team member has been consulted?	Name	Anthony Payne	
		Job title	Strategic Director for Place	
		Date consulted	04 March 2024	
Sign-off				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS 109 23/24	
		Finance (mandatory)	DJN.23.24.200	
		Legal (mandatory)	LS 2076/160224	
		Human Resources (if applicable)		
		Corporate property (if applicable)		
		Procurement (if applicable)		
Appendices				
I7	Ref.	Title of appendix		
	A	Part 1 Briefing report for publication		
	B	Equalities Impact Assessment		
	C	Part 2 Briefing Report		
Confidential/exempt information				
I8a	Do you need to include any	Yes	X	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for

	confidential/exempt information? Please type an X into the relevant box		publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)
		No	

Part 2 Briefing Report	Exemption Paragraph Number						
	1	2	3	4	5	6	7

18b	Confidential/exempt briefing report title:			x				
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Background Papers

19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all 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.
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Title of background paper(s)	Exemption Paragraph Number						
	1	2	3	4	5	6	7

Cabinet Member Signature

20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act (2010) and those who do not. For further details please see the EIA attached.
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Signature		Date of decision	12 March 2024
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Print Name	Councillor Tudor Evans OBE, Leader of the Council
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MILLFIELDS COMMUNITY ECONOMIC DEVELOPMENT TRUST LOAN GUARANTEE (PART I REPORT)



1. Decision to be taken:

To enter into an Agreement to grant fund community economic development activity delivered by the Millfields Community Economic Development Trust up to a maximum sum of £985,000, payable over a period of 10 years.

2. Organisation being supported.

Name

Millfields Community Economic Development Trust

Registered Address

HQ 237 Union Street, Stonehouse, Plymouth, PL1 3HQ.

Registration number

03513202

3. Background

Profile of Millfields Trust

- 3.1. The Millfields Trust, a trading social enterprise, was founded in 1999 with the goal of revitalizing Plymouth's Stonehouse community. Its goal is to revitalize Union Street as a civic spine and provide residents in the heart of Stonehouse with chances for employment that will change their lives, re-establishing the city's once-important connection to Devonport.
- 3.2. The Trust is a democratic organisation with membership open to anyone over the age of 17. Members elect Directors to the Board of management on an annual basis.
- 3.3. This is accomplished through delivering high-quality, reasonably priced office space for renting on flexible terms, as well as a platform for SMEs to grow and thrive. Its facilities are built to accommodate beginning, small, and medium-sized businesses in many industries. New, growing, and existing firms from various industries, including the creative and third sectors and social enterprises, are housed in the business spaces.
- 3.4. The Trust has been using its trading surplus in part to develop work with young people in Stonehouse and to support other community initiatives. This is undertaken in part via our sister Charity, Millfields Inspired, which runs a programme with the goal of raising the aspirations of year 5 children. For the last 14 years, this work has supported approximately 200 children a year.
- 3.5. The Trust recorded an operating profit of £203,056 before tax during the year 2021/22 compared to £226,255 in the preceding year. Income was almost exclusively generated via the letting of business units and conference rooms.
- 3.6. Throughout the year, Millfields ran a series of events to support local businesses and to forge links with the community. This included celebrating 20 years at HQ with tenants.
- 3.7. Following funding of £194,000 from Homes England, secured in 2019 for the development of Block D at the HQ site, a planning application was submitted in December 2021.

Profile of the Stonehouse area:

- 3.8. Stonehouse is an inner-city neighbourhood of Plymouth and forms part of the St Peter and the Waterfront Ward. Stonehouse has a population of approximately 9000 people. In 2019 the overall Index of Multiple Deprivation score for St Peter Ward was 47.1 This ranks the ward as 1 in the City. In 2019, 11.5% of the population were claiming universal credit, compared to 5.6% across the City as a whole.
- 3.9. The neighbourhood is also characterized by high levels of social housing and poor-quality private sector housing.
- 3.10. Stonehouse also has a lower life expectancy than the Plymouth average and is the worst neighbourhood in terms of anti-social behaviour. The Ward has the highest rates of child protection cases and children going into care.
- 3.11. Stonehouse is a densely populated neighbourhood, with flats and houses in proximity. With the decline of the pubs and the loss of two community centres and the local health centre, the area lacks places where people can congregate, socialize, meet their neighbours and friends, plan and conduct normal community activities.

4. Grant Background

- 4.1. Plymouth City Council has had a grant funding agreement with the Millfields CED Trust since 2000. This original, 25 year Agreement supported the Trust to establish its Community Economic Development activity alongside the business park assets at Mary Secole Road and Creykes Court. Those assets were transferred through a long lease at the same time.
- 4.2. The objectives of the original Grant Agreement were: "securing the use and occupation of the Trust Premises and the business and office units and the interpretation and information centre thereon as defined in the Lease by businesses or persons in such a way that the maximum employment and economic benefits reasonably possible are obtained for the community in the Ward of St Peter Plymouth."

5. Decision

To enter into an Agreement to grant fund community economic development activity delivered by the Millfields Community Economic Development Trust up to a maximum sum of £985,000, payable over a period of 10 years.

To grant delegated authority to agree the terms of the grant to Head of Economy, Enterprise and Employment in consultation with the Leader of Plymouth City Council.


The following relates to exempt or confidential matters (Para(s) 3 of Part 1, Schedule 12A of the Local Govt Act 1972). Any breach of confidentiality could prejudice the Council/person/body concerned & might amount to a breach of the councillors /employees codes of conduct.

Document is Restricted

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EQUALITY IMPACT ASSESSMENT – MILLFIELDS COMMUNITY ECONOMIC DEVELOPMENT TRUST GRANT AGREEMENT

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): This is the person completing the EIA template.	Erinc Tabak	Department and service:	Place, Economic Development	Date of assessment:	22 February 2024
Lead Officer: Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Amanda Ratsey	Signature:		Approval date:	26 Feb 2024
Overview:	<ol style="list-style-type: none"> 1. The Millfields Trust, a trading social enterprise, was founded in 1999 with the goal of revitalizing Plymouth's Stonehouse community. Its goal is to revitalize Union Street as a civic spine and provide residents in the heart of Stonehouse with chances for employment that will change their lives, re-establishing the city's once-important connection to Devonport. 2. The Trust is a democratic organisation with membership open to anyone over the age of 17. Members elect Directors to the Board of management on an annual basis. 3. This is accomplished through delivering high-quality, reasonably priced office space for renting on flexible terms, as well as a platform for SMEs to grow and thrive. Its facilities are built to accommodate beginning, small, and medium-sized businesses in many industries. New, growing, and existing firms from various industries, including the creative and third sectors and social enterprises, are housed in the business spaces. 4. Plymouth City Council has had a grant funding agreement with the Millfields CED Trust since 2000. This original, 25 year Agreement supported the Trust to establish its Community Economic Development activity alongside the business park assets at Mary Secole Road and Creykes Court. Those assets were transferred through a long lease at the same time. <p>As one of Plymouth City Council's strategic Community Economic Development Trusts, Millfields CED Trust receive support from the Council to improve economic participation and benefit for their community.</p> <p>This grant is for activities that meet the definition of the Subsidies of Public Economic Interest (SPEIs) under the Subsidy Control Act 2022. The Services covered by this grant agreement are intended to positively impact the current working age population and children of the Ham / Keyham / Stoke parts of the City that are the Catchment Area of the Trust.</p>				

	Where protected characteristics can lead to challenges in finding and retaining a job, or growing a business, this assessment outlines how that will be considered and mitigated in the planning and delivery of services.
Decision required:	To enter into an Agreement to grant fund community economic development activity delivered by the Millfields Community Economic Development Trust up to a maximum sum of £985,000, payable over a period of 10 years. To grant delegated authority to agree the terms of the grant to Head of Economy, Enterprise and Employment in consultation with the Leader of Plymouth City Council.

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

Potential external impacts: Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?	Yes		No	x
Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?	Yes		No	x
Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section three)	Yes		No	x
If you do not agree that a full equality impact assessment is required, please set out your justification for why not.	The proposal does not have the potential to negatively impact service users, communities or PCC employees. Furthermore, there is no assumed adverse impact for any of cohorts set out in section 3.			

SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department

<p>Age</p>	<p>Plymouth</p> <ul style="list-style-type: none"> • 16.4 per cent of people in Plymouth are children aged under 15. • 65.1 per cent are adults aged 15 to 64. • 18.5 percent are adults aged 65 and over. • 2.4 percent of the resident population are 85 and over. <p>South West</p> <ul style="list-style-type: none"> • 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64. • 22.3 per cent are aged 65 and over. <p>England</p> <ul style="list-style-type: none"> • 17.4 per cent of people are aged 0 to 14. • 64.2 per cent of people are aged 15 to 64. • 18.4 per cent of people are aged 65 and over. <p>(2021 Census)</p>	<p>If the service delivery is not mindful of the potential economic challenges for people of different ages, there is a possibility that they will be economically vulnerable and ‘left behind’.</p> <p>Age groups with common economic challenges are children, 16-25 year olds and over 50s.</p> <p>Age also provides considerable intersectionality for example with people caring for children and older people.</p> <p>The deprived nature of the communities where the Trust works means that environments of low educational achievement, low wage jobs and health challenges can also add to the challenges of particular age groups.</p>	<p>Meetings between the Economic Development lead officer and Trust representative will ensure that understanding of the challenges for different age groups provides a foundation for planning of services.</p> <p>Services will therefore take a proactive approach to equality and inclusivity and will be targeted where appropriate on age groups that require specialist interventions.</p>	<p>10 year programme Economic Development Economy, Employment and Enterprise</p>

<p>Care experienced individuals (Note that as per the Independent Review of Children’s Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</p> <p>There are currently 195 care leavers aged 18 to 20 (statutory service) and 58 aged 21 to 24 (extended offer). There are more care leavers aged 21 to 24 who could return for support from services if they wished to.</p>	<p>If the service delivery is not mindful of the potential economic challenges for people with care experiences, there is a possibility that they will be economically vulnerable and ‘left behind’.</p> <p>Age groups with common economic challenges are include 16-25 year olds so care experience is likely to exacerbate wider challenges.</p> <p>The deprived nature of the communities where the Trust works means that environments of low educational achievement, low wage jobs and health challenges can also add to the challenges.</p>	<p>Meetings between the Economic Development lead officer and Trust representative will ensure that understanding of the challenges for people with care experiences provides a foundation for planning of services.</p> <p>Services will therefore take a proactive approach to equality and inclusivity and will be targeted where appropriate on impacts of care experience that require specialist interventions.</p>	<p>10 year programme Economic Development Economy, Employment and Enterprise</p>
<p>Disability</p>	<p>9.4 per cent of residents in Plymouth have their activities limited ‘a lot’ because of a physical or mental health problem.</p> <p>12.2 per cent of residents in Plymouth have their activities limited ‘a little’ because of a physical or mental health problem (2021 Census)</p>	<p>If the service delivery is not mindful of the potential economic challenges for people with different health challenges, there is a possibility that they will be economically vulnerable and ‘left behind’.</p> <p>Physical and mental health problems can add to the</p>	<p>Meetings between the Economic Development lead officer and Trust representative will ensure that understanding of the challenges for people with different disabilities provides a foundation for planning of services.</p>	<p>10 year programme Economic Development Economy, Employment and Enterprise</p>

		<p>challenges of finding and retaining jobs and running a business.</p> <p>Neurodiversity is also classified as a disability and would be of interest in planning these services.</p> <p>Many types of health challenge are more prevalent in areas of deprivation such as those covered by the Trust.</p>	<p>Services will therefore take a proactive approach to equality and inclusivity and will be targeted where appropriate on types of disability that require specialist interventions.</p>	
<p>Gender reassignment</p>	<p>0.5 per cent of residents in Plymouth have a gender identity that is different from their sex registered at birth. 0.1 per cent of residents identify as a trans man, 0.1 per cent identify as non-binary and, 0.1 per cent identify as a trans women (2021 Census).</p>	<p>If the service delivery is not mindful of the potential economic challenges for people with a gender identity that is different from their sex registered at birth, there is a possibility that they will be economically vulnerable and 'left behind'.</p>	<p>Meetings between the Economic Development lead officer and Trust representative will ensure that understanding of the challenges for people with gender reassignment provides a foundation for planning of services.</p> <p>Services will therefore take a proactive approach to equality and inclusivity. It is likely that services supporting people with gender reassignment would be integrated with those delivered across the city and this agreement</p>	<p>10 year programme Economic Development Economy, Employment and Enterprise</p>

			would seek to enable signposting and support.	
Marriage and civil partnership	<p>40.1 per cent of residents have never married and never registered a civil partnership. 10 per cent are divorced, 6 percent are widowed, with 2.5 per cent are separated but still married.</p> <p>0.49 per cent of residents are, or were, married or in a civil partnerships of the same sex. 0.06 per cent of residents are in a civil partnerships with the opposite sex (2021 Census).</p>	<p>If the service delivery is not mindful of the potential economic challenges for people with different partnership and marriage status, there is a possibility that people affected will be economically vulnerable and 'left behind'.</p> <p>There is also considerable intersectionality with the other protected characteristics.</p>	<p>Meetings between the Economic Development lead officer and Trust representative will ensure that understanding of the challenges for people with different partnership and marriage status provides a foundation for planning of services.</p>	<p>10 year programme Economic Development Economy, Employment and Enterprise</p>
Pregnancy and maternity	<p>The total fertility rate (TFR) for England was 1.62 children per woman in 2021. The total fertility rate (TFR) for Plymouth in 2021 was 1.5.</p>	<p>If the service delivery is not mindful of the potential economic challenges for pregnant people, there is a possibility that they will be economically vulnerable and 'left behind'.</p> <p>There is also considerable intersectionality with the other protected characteristics.</p>	<p>Meetings between the Economic Development lead officer and Trust representative will ensure that understanding of the challenges for pregnant people provides a foundation for planning of services.</p>	<p>10 year programme Economic Development Economy, Employment and Enterprise</p>

<p>Race</p>	<p>In 2021, 94.9 per cent of Plymouth’s population identified their ethnicity as White, 2.3 per cent as Asian and 1.1 per cent as Black (2021 Census)</p> <p>People with a mixed ethnic background comprised 1.8 per cent of the population. 1 per cent of the population use a different term to describe their ethnicity (2021 Census)</p> <p>92.7 per cent of residents speak English as their main language. 2021 Census data shows that after English, Polish, Romanian, Chinese, Portuguese, and Arabic are the most spoken languages in Plymouth (2021 Census).</p>	<p>If the service delivery is not mindful of the potential economic challenges for people from different races and ethnicities, there is a possibility that they will be economically vulnerable and ‘left behind’.</p> <p>There is some intersectionality with other protected characteristics such as religion and sex that affect the challenges that people of different ethnicities can face at work.</p>	<p>Meetings between the Economic Development lead officer and Trust representative will ensure that understanding of the challenges for people of different ethnicities provides a foundation for planning of services.</p>	<p>10 year programme Economic Development Economy, Employment and Enterprise</p>
<p>Religion or belief</p>	<p>48.9 per cent of the Plymouth population stated they had no religion. 42.5 per cent of the population identified as Christian (2021 Census).</p> <p>Those who identified as Muslim account for 1.3 per cent of Plymouth’s population while Hindu, Buddhist, Jewish or Sikh combined totalled less than 1 per cent (2021 Census).</p>	<p>If the service delivery is not mindful of the potential economic challenges of people with different religions and beliefs, there is a possibility that they will be economically vulnerable and ‘left behind’.</p> <p>There is some intersectionality with other protected characteristics for example sex, where religious practices can be more visible in men or women.</p>	<p>Meetings between the Economic Development lead officer and Trust representative will ensure that understanding of the challenges for people of different religions or beliefs, provides a foundation for planning of services.</p>	<p>10 year programme Economic Development Economy, Employment and Enterprise</p>
<p>Sex</p>	<p>51 per cent of our population are women and 49 per cent are men (2021 Census).</p>	<p>If the service delivery is not mindful of the potential economic challenges for men and women, there is a</p>	<p>Meetings between the Economic Development lead officer and Trust representative will</p>	<p>10 year programme Economic Development</p>

		<p>possibility that they will be economically vulnerable and 'left behind'.</p> <p>Sex also provides considerable intersectionality for example with people caring for children and older people.</p> <p>The deprived nature of the communities where the Trust works means that environments of low educational achievement, low wage jobs and health challenges can also impact men and women differently.</p>	<p>ensure that understanding of the challenges for men and women, provides a foundation for planning of services.</p>	<p>Economy, Employment and Enterprise</p>
<p>Sexual orientation</p>	<p>88.95 per cent of residents aged 16 years and over in Plymouth describe their sexual orientation as straight or heterosexual. 2.06 per cent describe their sexuality as bisexual, 1.97 per cent of people describe their sexual orientation as gay or lesbian. 0.42 per cent of residents describe their sexual orientation using a different term (2021 Census).</p>	<p>If the service delivery is not mindful of the potential economic challenges for people with different sexual orientation, there is a possibility that they will be economically vulnerable and 'left behind'.</p> <p>There is some intersectionality with age and sex that impact on the discrimination that people with different sexual orientations experience in the workplace. This is also an issue in different types of work.</p>	<p>Meetings between the Economic Development lead officer and Trust representative will ensure that understanding of the challenges for people of different sexual orientation, provides a foundation for planning of services.</p> <p>Services will therefore take a proactive approach to equality and inclusivity. It is likely that services supporting people with any</p>	<p>10 year programme Economic Development Economy, Employment and Enterprise</p>

			challenges associated with their sexual orientation would be integrated with those delivered across the city and this agreement would seek to enable signposting and support.	
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SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	<p>The decision is compliant with the Human Rights Act 1998 (HRA).</p> <p>With a focus on economic development, the services to be delivered under this grant agreement need to be mindful of the Human rights act and the rights of the communities covered by the Trust.</p> <p>The HRA conveys the right to:</p> <ul style="list-style-type: none"> ▪ life ▪ freedom from torture and degrading treatment ▪ freedom from slavery and forced labour ▪ liberty ▪ a fair trial ▪ respect for private and family life 	<p>Meetings between the Economic Development lead officer and Trust representative will ensure that understanding of the HRA provides a foundation for planning of services.</p> <p>While the purpose of this document is to ensure compliance with the HRA, it is noted that breaches of the HRA are sometimes associated with work and can provide challenges for those people in the workplace. Hence, awareness of the HRA is important for delivery of these services.</p>	<p>10 year programme</p> <p>Economic Development</p> <p>Economy, Employment and Enterprise</p>

	<ul style="list-style-type: none"> ▪ thought, conscience and religion, and freedom to express your beliefs ▪ freedom of expression ▪ freedom of assembly and association ▪ marry and to start a family ▪ peaceful enjoyment of your property ▪ an education ▪ participate in free elections <p>and the right not to be;</p> <ul style="list-style-type: none"> ▪ subjected to the death penalty ▪ punished for something that wasn't a crime when you did it ▪ discriminated against in respect of these rights and freedoms. 		
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SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
Celebrate diversity and ensure that Plymouth is a welcoming city.	<p>No one is employed directly under the Agreement that is the subject of this EIA.</p> <p>The decision will facilitate the celebration of diversity amongst our SME communities and ensure Plymouth remains a welcoming city for all.</p>		

<p>Pay equality for women, and staff with disabilities in our workforce.</p>	<p>All decisions being taken by the council are looking to promote inclusive growth of our economy, including addressing the gender pay gap and other inequalities.</p>		
<p>Supporting our workforce through the implementation of Our People Strategy 2020 – 2024</p>	<p>No one is employed directly under the Agreement that is the subject of this EIA. This decision will support our workforce through the Our People Strategy as well as any strategies that are adopted in its place beyond 2024.</p>		
<p>Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.</p>	<p>While this isn't the purpose of the services under this Agreement, this will be important to optimal delivery and support, signposting and referral mechanisms may be required.</p>	<p>Ensure that the Trust workforce is aware of support, signposting and referral mechanisms for victims of hate crime.</p>	<p>From year 1 and throughout the 10 year programme Economic Development Economy, Employment and Enterprise</p>
<p>Plymouth is a city where people from different backgrounds get along well.</p>	<p>This is at the heart of the services to be delivered under this Agreement with particular focus on the workplace</p>	<p>Meetings between the Economic Development lead officer and Trust representative will ensure that social cohesion is a guiding principle for planning of services.</p>	<p>From year 1 and throughout the 10 year programme Economic Development Economy, Employment and Enterprise</p>

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