

Public Document Pack

MOUNT EDGCUMBE JOINT COMMITTEE



Joint Clerks

Kevin Lavery
Chief Executive
County Hall
Truro
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Bob Coomber
Interim Chief Executive
Civic Centre
Plymouth
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Please reply to:

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01752 304022
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19 July 2012

MOUNT EDGCUMBE JOINT COMMITTEE

DATE: FRIDAY 27 JULY 2012
TIME: 1PM
**PLACE: BELVEDERE ROOM, BARROW PARK COMPLEX,
MOUNT EDGCUMBE HOUSE, CREMYLL**

Members of the Joint Committee are asked to note the itinerary for the Annual Inspection and the Joint Committee meeting as follows –

1pm	Arrive – Tea and Coffee
1.20pm	Visit the Cremyll Shop and Plant Area
1.45pm	Visit the Oranery
2.30pm	Mount Edgumbe Joint Committee Meeting

Members are advised that due to the nature of the visit, suitable footwear for walking and if raining, waterproofs should be worn.

Bob Coomber
Kevin Lavery
Joint Clerks

MOUNT EDGCUMBE JOINT COMMITTEE



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19 July 2012

MOUNT EDGCUMBE JOINT COMMITTEE

DATE: FRIDAY 27 JULY 2012
TIME: 2.30PM
**PLACE: BELVEDERE ROOM, BARROW PARK COMPLEX,
MOUNT EDGCUMBE HOUSE, CREMYLL**

Committee Members-

Plymouth City Councillors-

Councillors Mrs Beer, Mrs Foster, Jarvis, Penberthy, Mrs Pengelly, Peter Smith (Co-Chair) and Vincent.

Cornwall Council Councillors-

Councillors Austin, Double, Flashman, Holley, Pearn MBE, Preston and Trubody (Co Chair).

Co-opted Members-

Sir Richard Carew Pole Bt., Cdr Croker, Mr D L Richards, Mr T Savery and Mrs Spring.

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

Members and officers are requested to sign the attendance list at the meeting.

Bob Coomber
Kevin Lavery
Joint Clerks

MOUNT EDGCUMBE JOINT COMMITTEE

AGENDA

PART I – PUBLIC MEETING

1. APPOINTMENT OF THE JOINT CHAIRS

The Joint Committee will note the appointment of the Joint Chairs.

2. APOLOGIES

To receive apologies for non-attendance submitted by Joint Committee Members.

3. DECLARATIONS OF INTEREST

Members will be asked to make any declarations of interest in respect of items on this agenda.

4. MINUTES

(Pages 1 - 4)

To confirm the minutes of the meeting held on 24 February 2012 as a correct record.

5. CHAIR'S URGENT BUSINESS

To receive reports on business, which in the opinion of the Chair, should be brought forward for urgent consideration.

6. REVENUE OUTTURN 2011/12

(Pages 5 - 16)

The Joint Committee will receive a report on the revenue outturn 2011/12.

7. STRATEGIC SERVICE REVIEW OF MOUNT EDGCUMBE

(Pages 17 - 22)

The Joint Committee will receive a report on the strategic service review of Mount Edgcumbe.

8. TIME OF THE MEETING

The Joint Committee will be asked to consider changing the time of the meetings.

9. EXEMPT BUSINESS

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

PART II (PRIVATE COMMITTEE)

PART II (PRIVATE MEETING)

AGENDA

MEMBERS OF THE PUBLIC TO NOTE

that under the law, the Panel is entitled to consider certain items in private. Members of the public will be asked to leave the meeting when such items are discussed.

10. REVENUE OUTTURN 2011/12 (E3)

(Pages 23 - 50)

The Joint Committee will receive a report on the revenue outturn 2011/12.

Mount Edgumbe Joint Committee

Friday 24 February 2012

PRESENT:

Councillor Trubody, Co-Chair in the Chair.

Councillors Austin, Mrs Beer (Co-Chair), Mrs Bowyer (substitute for Councillor Mrs Foster), Browne, Flashman, Haydon (substitute for Councillor Vincent), Holley, Pearn MBE and Penberthy.

Co-opted Representatives: Commander Crocker, Sir Richard Carew Pole Bt and Mrs Spring.

Apologies for absence: Councillors Mrs Bragg, Mrs Foster, German, Preston, Riches and Peter Smith and Co-opted Representatives Mr D L Richards and Mr T Savery.

Also in attendance: Ian Berry (Park Manager PCC), Nick Butcher (Head Gardener/Ranger PCC), Charlie David (Strategic Waste and Landscape Manager), David Marshall (Business Development Mount Edgumbe House and Country Park, Plymouth City Museum and Art Gallery PCC), Gemma Pearce (Team Leader Democratic Support PCC), Tony O'Connor-Smith (Senior Accountant PCC) and Helen Wright (Democratic Support Officer).

The meeting started at 9.45 am and finished at 10.40 am.

Note: At a future meeting, the committee 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.

28. **DECLARATIONS OF INTEREST**

Sir Richard Carew Pole Bt declared a personal and prejudicial interest in accordance with the code of conduct as he owned chalets along the coast.

29. **MINUTES**

The Joint Committee agreed that the minutes of the meeting held on 24 February 2012 are confirmed as a correct record.

30. **CHAIR'S URGENT BUSINESS**

With the permission of the Chair, the Park Manager and the Strategic Waste and Landscape Manager provided an update on the organisational changes taking place within both Plymouth City Council and Cornwall Council.

The Joint Committee was advised that –

- (a) Plymouth City Council had reduced the number of its directorates from five to three (People, Place and Corporate Services);

- (b) Mount Edgcumbe House and Country Park had transferred from the former Community Services directorate to the Place directorate and would be the responsibility of Assistant Director for Economic Development;
- (c) Tom Flanagan the Director for Environment, Planning and Economy would be leaving Cornwall Council; Michael Crich would be undertaking this role;
- (d) from 1 March 2012, Councillor German would become the portfolio holder for Localism, Sustainability and Devolution and Councillor Double would take on the portfolio for Environment, Heritage and Waste Management.

(In accordance with Section 100(B)(4)(b) of the Local Government Act, 1972, the Chair brought forward the above item for urgent consideration because of the need to inform Members.

31. **REVENUE BUDGET MONITORING 2011/12**

The Director for People and Assistant Head of Service, Waste and Environment submitted a report on the revenue budget monitoring 2011/12, which highlighted the following main areas –

- (a) through the actions of management the operating deficit of £7,425 (reported to the previous Joint Committee meeting) had been addressed; a break even budget was forecast for 2011/12;
- (b) there were a number of variations that had been identified which included –
 - Mount Edgcumbe House (£6.5k adverse);
 - Mount Edgcumbe Park (£7k favourable);
 - Mount Edgcumbe Trading (£7k favourable);
- (c) a number of projections had been identified which had a high risk of change –
 - Trenninow chalet rent review;
 - car parking price increase from 19 September 2011.

The following responses were provided to questions raised by the Joint Committee –

- (d) a letter had been sent to the Chalet Owners Association from Humberts outlining the proposed rent increases;
- (e) the increase in car park charges had been benchmarked against the recent increase implemented by Cornwall Council, as follows – (75 pence for one hour, £2.25 over two hours and £4 for over four hours):

- 70 pence up to one hour
 - £2.70 up to four hours
 - £3.90 over four hours
- (f) the permit holders' car parking charges had increased from £22 to £55 per annum which was also in line with the Cornwall Council's car parking charges;
- (g) a business case could be carried out as part of the next car parking review, regarding charging blue badge holders for parking.

The Joint Committee agreed to note the report.

(Sir Richard Carew Pole Bt was not present for this item).

32. **MOUNT EDGCUMBE REVIEW OF 2011**

The Director for People and the Assistant Head of Service, Waste and Environment submitted a report on the review of Mount Edgcumbe 2011 which highlighted the usage of both the park and house, events and key works undertaken in 2011 that included –

- (a) the grant of heritage lottery funding (for the conservation of artefacts from the wreck of the Metta Catherine von Flensburg);
- (b) the formal opening of the relic gardens;
- (c) the restoration of the Ice House Bridge;
- (d) events at the park;
- (e) the importance of both the financial and volunteer support from the Friends of Mount Edgcumbe Country Park.

The following responses were provided to questions raised by the Joint Committee –

- (f) it was considered that the success of the Christmas fayre had been due to the variety of stalls and entertainment, the quality of the products/services and the location (the event had contributed £7,000 to the budget);
- (g) the 'Shred Events' 10k run had taken place in the park in January 2012; a fee was received per runner for participating in the run;
- (h) social events including a bbq were held each year, as a 'thank you' to the Friends of Mount Edgcumbe Country Park; work was currently being undertaken with the caterers to look at the feasibility of providing discounts for the volunteers;

- (i) work was also being undertaken to provide a 'volunteer package' and also an induction session; following the volunteers' conference that was held in January 2012, two volunteer co-ordinators had been appointed which would provide a point of contact for both the volunteers and management.

The Joint Committee agreed to –

- (1) note the report;
- (2) formally thank the Friends of Mount Edgumbe Country Park for their financial and volunteer support during 2011.

33. **EXEMPT BUSINESS**

Agreed that under Section 100A(4) of the Local Government Act, 1972 the press and public are excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part I Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

34. **REVENUE BUDGET MONITORING 2011/12 (E3)**

The Director for People and the Assistant Head Service, Waste and Environment submitted a report on the revenue budget monitoring 2011/12.

The Joint Committee agreed to note the report.

35. **MOUNT EDGCUMBE BUSINESS PLAN (E3)**

The Director for People and the Assistant Head of Service, Waste and Environment submitted a report on the Mount Edgumbe business plan.

The Joint Committee agreed –

- (1) to note the report;
- (2) that officers bring to the autumn meeting a report which details options for business planning support to be funded from within existing budgets.

PLYMOUTH CITY COUNCIL
MOUNT EDGCUMBE JOINT COMMITTEE

Subject: Revenue Outturn 2011/12
Committee: Mount Edgumbe Joint Committee
Date: 27 July 2012
Joint Chairs: Councillor Peter Smith, Plymouth City Council
 Councillor Trubody, Cornwall Council
Cabinet Member: Councillor Peter Smith, Plymouth City Council
 Councillor Double, Cornwall Council
CMT Member: Director for Place, Plymouth City Council
Senior CC officer Assistant Head of Service, Waste and Environment,
Author: Ian Berry, Mount Edgumbe Park Manager, David Bennett,
 Senior Accountant Plymouth City Council
Contact: Tel: 01752 832226
 e-mail: ian.berry@plymouth.gov.uk
Ref: ME
Key Decision: No
Part: I

Purpose of the report:

This report presents the outturn for 2011/12 and an update on the financial position of the Joint Committee for financial year 2012/13.

Members' attention is drawn to the confidential information referred to in item 10 which is considered to be commercially sensitive.

Corporate Plan 2012-2015:

Plymouth City Council:

This monitoring report links to delivering the priorities within the Council's corporate plan.

Cornwall Council:

Business Plan Immediate Priorities: Use of resources and performance management

Environment, Planning and Economy Directorate Plan priorities:

Creating a Green Cornwall

Creating Better Places to Live

Delivering Excellent Services

**Implications for Medium Term Financial Plan and Resource Implications:
 Including finance, human, IT and land**

As per the report that went to the Joint Committee in February this year's outturn came in on budget.

Other Implications: e.g. Child Poverty, Community Safety, Health and Safety, Risk Management and Equality, Diversity and Community Cohesion:

Increased risk management will need to take place to manage the impact of the challenging financial position.

Recommendations and Reasons for recommended action:

It is recommended that the Joint Committee notes the report.

Alternative options considered and reasons for recommended action:

None

Background papers: Mount Edgumbe 2011 budget setting

Sign off:

Fin		Leg		HR	N/A	Corp Prop	N/A	IT	N/A	Strat Proc	N/A
Originating SMT Member David Draffan											

1. INTRODUCTION

- 1.1 The first part of this report confirms to the Joint Committee that the Outturn for 2011/12 came in on budget. The second part highlights a potential 10k adverse variance in 2012/13.
- 1.2 Variations are reported in the appendices and broken down by park operation that reflects 50% of the budget agreed by each constituent authority of £237,000 each in 2011/12 and £192,000 in 2012/13.

2. 2011/12 MONITORING VARIATIONS

- 2.1 The December report to the Joint Committee forecast that Mount Edgcumbe would run to budget for the 2011/12 financial year and this was the case. There was many variations throughout the year that were explained at each meeting.

3. 2012/13 BACKGROUND

- 3.1 After large overspends in financial years 2009/10 and 2010/11 the Mount Edgcumbe Officers Working group planned various initiatives to bring the budget back to the original plans that each authority is to contribute £192,000 towards the running of the park making a total budget of £384,000. These plans included increasing last year's contributions by £45,000 per authority on a one-off basis to give the park management time to implement these initiatives. The majority of these initiatives have come to fruition but some have experienced small delays, particularly the procurement and installation of the Marquee to enable the park to offer a quality wedding venue. Due to this delay income targets for weddings are unlikely to be met which is why we are forecasting a 10k potential short fall this year which management are working at ways of reducing to enable the park to run to budget this year.

4. 2012/13 MONITORING VARIATIONS

- 4.1 Last year the plans were to have up to 4 weddings in the marquee at up to £4,000 each, at this time due to the delay in installation it is unlikely there will be any weddings in the Marquee this financial year so we are forecasting a £15,000 adverse variation on events income.
- 4.2 During last year the Belvedere room hosted many courses predominantly from Plymouth City Council HR department. Unfortunately these will not be run this year so we are forecasting £2,315 adverse variation on Belvedere bookings.
- 4.3 After analysing the detail in the budget we believe we can save £7,315 against budgeted spend on a combination of Purchase and Maintenance of equipment, fuel costs and some pest control work.
- 4.4 To summarise all the variations we are forecasting are within the Mount Edgcumbe House operating budgets. Total of £17,315 income shortfall offset by £7,315 expenditure savings making a total of £10,000 forecast adverse variation to budget.

5 BUDGET RISK

- 5.1 There is one projection that has been incorporated within the outturn figures that has a high risk of change that members should note.
- 5.2 Trenninow Chalet rent review. Budget was set on a 50 per cent rise in rental income which would mean a new annual fee in the region of £1050 per chalet. Draft report from Humberts

recommends £1100 per chalet however this has still to be agreed by the Chalet owners so if new rent is below £1050 there will be a pressure as we have accrued additional income at this level because the price rise should be backdated to 2011/12.

6 RECOMMENDATIONS

- 6.1 It is recommended that the Joint Committee notes the report



Latest Forecast Monitoring High Level

Latest Forecast Monitoring High Level



Year: 2011/12

Period: 13

	Previous Year's Actual	Latest Budget Full Year	Latest Budget Year to Date	Actual Year to Date	Outstanding Purchase Orders	Actual + Outstanding Purchase Orders	Variance Year to Date (Favourable) / Adverse	Latest Forecast Full Year	Variance Full Year (Favourable) / Adverse
	£	£	£	£	£	£	£	£	£
Division: GCOMCI - Mount Edgcumbe									
Level 8: GCOMCIAA - Mount Edgcumbe House									
Detail code level 4-CPFA Standard groups:									
D11 - Employees	474,826	376,235	376,235	382,320	0	382,320	6,085	383,106	6,871
D12 - Premises	80,477	79,916	79,916	72,400	0	72,400	(7,516)	67,934	(11,982)
D13 - Transport	25,092	24,669	24,669	27,969	0	27,969	3,300	28,548	3,879
D14 - Supplies and Services	107,505	101,326	101,326	81,855	0	81,855	(19,472)	85,783	(15,543)
D15 - Third Party Payments	175	357	357	0	0	0	(357)	0	(357)
D17 - Support Services	489	0	0	533	0	533	533	533	533
D19 - Income	(626,847)	(440,716)	(440,716)	(450,921)	0	(450,921)	(10,205)	(455,818)	(15,199)
D20 - Capital Financing outside NCS	29,301	29,301	29,301	29,301	0	29,301	0	29,301	0
Total for	91,018	171,088	171,088	143,456	0	143,456	(27,632)	139,387	(31,701)
Total for Level 8: GCOMCIAA - Mount Edgcumbe House	91,018	171,088	171,088	143,456	0	143,456	(27,632)	139,387	(31,701)
Level 8: GCOMCIAB - Mount Edgcumbe Park									
Detail code level 4-CPFA Standard groups:									
D11 - Employees	90,832	92,491	92,491	97,671	0	97,671	5,180	97,676	5,185
D12 - Premises	73,091	56,483	56,483	52,304	0	52,304	(4,179)	56,603	120
D13 - Transport	1,080	0	0	0	0	0	0	0	0
D14 - Supplies and Services	9,701	13,098	13,098	13,931	0	13,931	833	14,897	1,799
D19 - Income	(64,460)	(68,894)	(68,894)	(54,108)	0	(54,108)	14,786	(52,695)	16,199
Total for	110,244	93,178	93,178	109,798	0	109,798	16,620	116,481	23,303
Total for Level 8: GCOMCIAB - Mount Edgcumbe Park	110,244	93,178	93,178	109,798	0	109,798	16,620	116,481	23,303
Level 8: GCOMCIAC - Mount Edgcumbe Trading									
Detail code level 4-CPFA Standard groups:									
D11 - Employees	231,343	40,522	40,522	32,278	0	32,278	(8,244)	33,040	(7,482)

Latest Forecast Monitoring High Level

Year: 2011/12

Period: 13



	Previous Year's Actual	Latest Budget Full Year	Latest Budget Year to Date	Actual Year to Date	Outstanding Purchase Orders	Actual + Outstanding Purchase Orders	Variance Year to Date (Favourable) / Adverse	Latest Forecast Full Year	Variance Full Year (Favourable / Adverse)
	£	£	£	£	£	£	£	£	£
Level 8: GCOMCIAC - Mount Edgcumbe Trading									
Detail code level 4-CPFA Standard groups:									
D12 - Premises	3,018	0	0	0	0	0	0	0	0
D13 - Transport	168	0	0	0	0	0	0	0	0
D14 - Supplies and Services	228,358	55,291	55,291	38,736	0	38,736	(16,555)	41,084	(14,207)
D19 - Income	(315,690)	(123,079)	(123,079)	(87,268)	0	(87,268)	35,811	(92,992)	30,087
Total for	147,198	(27,266)	(27,266)	(16,254)	0	(16,254)	11,012	(18,868)	8,398
Total for Level 8: GCOMCIAC - Mount Edgcumbe Trading	147,198	(27,266)	(27,266)	(16,254)	0	(16,254)	11,012	(18,868)	8,398
Level 8: GCOMCIAD - Mount Edgcumbe Suspense									
Detail code level 4-CPFA Standard groups:									
D14 - Supplies and Services	20	0	0	0	0	0	0	0	0
Total for	20	0	0	0	0	0	0	0	0
Total for Level 8: GCOMCIAD - Mount Edgcumbe Suspense	20	0	0	0	0	0	0	0	0
Total for : Division: GCOMCI - Mount Edgcumbe	348,480	237,000	237,000	237,000	0	237,000	0	237,000	0
Grand Total	348,480	237,000	237,000	237,000	0	237,000	0	237,000	0

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Latest Forecast Monitoring High Level

Latest Forecast Monitoring High Level



Year: 2012/13

Period: 3

	Previous Year's Actual	Latest Budget Full Year	Latest Budget Year to Date	Actual Year to Date	Outstanding Purchase Orders	Actual + Outstanding Purchase Orders	Variance Year to Date (Favourable) / Adverse	Latest Forecast Full Year	Variance Full Year (Favourable) / Adverse
	£	£	£	£	£	£	£	£	£
Entity: PCC - Plymouth City Council									
Team 1: GPLADAA - Mount Edgcumbe House									
Detail code level 4-CPFA Standard groups:									
D11 - Employees	382,320	367,950	92,884	93,924	0	93,924	1,040	367,950	0
D12 - Premises	72,400	69,357	29,131	19,531	5,647	25,178	(3,953)	68,857	(500)
D13 - Transport	27,969	33,928	11,973	11,378	8,466	19,844	7,871	32,928	(1,000)
D14 - Supplies and Services	81,855	91,873	33,022	16,666	9,961	26,627	(6,395)	83,619	(8,254)
D17 - Support Services	533	533	135	0	0	0	(135)	533	
D19 - Income	(450,921)	(440,326)	(110,165)	(117,980)	0	(117,980)	(7,815)	(420,572)	19,708
D20 - Capital Financing outside NCS	29,301	0	0	0	0	0	0	0	0
Total for Team 1: GPLADAA - Mount Edgcumbe House	143,456	123,315	56,980	23,520	24,073	47,593	(9,387)	133,315	10,000
Team 1: GPLADAB - Mount Edgcumbe Park									
Detail code level 4-CPFA Standard groups:									
D11 - Employees	97,671	98,670	25,309	25,049	0	25,049	(260)	98,670	0
D12 - Premises	52,304	56,451	14,122	8,252	10,927	19,178	5,056	56,451	0
D13 - Transport	0	30	9	30	0	30	21	30	0
D14 - Supplies and Services	13,931	8,902	2,223	2	0	2	(2,222)	8,902	0
D19 - Income	(54,108)	(65,500)	(16,389)	(19,362)	0	(19,362)	(2,973)	(65,500)	0
Total for Team 1: GPLADAB - Mount Edgcumbe Park	109,798	98,553	25,274	13,970	10,927	24,897	(377)	98,553	0
Team 1: GPLADAC - Mount Edgcumbe Trading									
Detail code level 4-CPFA Standard groups:									
D11 - Employees	32,278	23,533	5,887	7,408	0	7,408	1,521	23,533	0
D12 - Premises	0	350	89	0	350	350	261	350	0
D14 - Supplies and Services	38,736	35,052	8,773	12,117	10,820	22,937	14,164	35,052	0
D19 - Income	(87,268)	(88,803)	(22,222)	(26,502)	0	(26,502)	(4,280)	(88,803)	0
Total for Team 1: GPLADAC - Mount Edgcumbe Trading	(16,254)	(29,868)	(7,473)	(6,976)	11,170	4,194	11,667	(29,868)	0

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Latest Forecast Monitoring High Level

Year: 2012/13

Period: 3



	Previous Year's Actual	Latest Budget Full Year	Latest Budget Year to Date	Actual Year to Date	Outstanding Purchase Orders	Actual + Outstanding Purchase Orders	Variance Year to Date (Favourable) / Adverse	Latest Forecast Full Year	Variance Full Year (Favourable / Adverse)
	£	£	£	£	£	£	£	£	£
Total for : Entity: PCC - Plymouth City Council	237,000	192,000	74,781	30,514	46,170	76,684	1,903	202,000	10,000
Grand Total	237,000	192,000	74,781	30,514	46,170	76,684	1,903	202,000	10,000

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**CITY OF PLYMOUTH
MOUNT EDGCUMBE JOINT COMMITTEE**

Subject: Strategic Service Review of Mount Edgumbe
Committee: Mount Edgumbe Joint Committee
Date: 27 July 2012
Joint Chair: Councillor Peter Smith Plymouth City Council/
Councillor Trubody Cornwall Council
Cabinet Members: Councillor Peter Smith Plymouth City Council/
Councillor Double Cornwall Council
CMT Member: Director for Place, Plymouth City Council
Senior CC Officer: Assistant Head of Service, Environment and Waste
Author: Ian Berry, Park Manager
Contact: Tel: 01752 822236
e-mail: ian.berry@plymouth.gov.uk
Ref:
Key Decision: No
Part: I

Purpose of the report:

This report informs Members of a Strategic Service Review of Mount Edgumbe House and Country Park that officers of the two constituent authorities will carry out. This process will take into consideration the current and future pressures affecting the way the site is managed, particularly around the issue of funding and how the implications of this will affect and determine what management options Mount Edgumbe may adopt in the next few years. This report gives a brief overview as to the process and to the timescales involved.

Corporate Plan 2012-2015:

Plymouth City Council.

This report links to delivering the priorities within the Councils Corporate Plan particularly with regard to raising aspirations and providing value to communities

Cornwall Council

Business Plan Immediate Priorities: Use of resources and performance management

Environment, Planning and Economy Directorate Plan priorities:

- i) Creating a Green Cornwall
- ii) Creating a better place to live
- iii) Delivering excellent services

**Implications for Medium Term Financial Plan and Resource Implications:
including finance, human, IT and land:**

None arising directly from this report.

Other Implications: e.g. Child Poverty, Community Safety, Health and Safety, Risk Management and Equality, Diversity and Community Cohesion:

None.

Recommendations and Reasons for Recommended Action:

It is recommended that:-

- i) officers are mandated to carry out a strategic service review and table its findings for the next joint committee meeting

Alternative Options Considered & Reasons for Recommended Action:

Given the ongoing pressure on public service finance and the desire to see Mount Edgumbe less dependent on financial support from the two constituent authorities it is appropriate that a Strategic Service Review of Mount Edgumbe is undertaken.

Background Papers:

- i) Minutes of the Officers Meeting of 25th May 2012.

Sign Off

Fin		Leg	N/A	HR	N/A	AM	N/A	IT	N/A
Cornwall Council									

1. Strategic Service Review

- 1.1. In the light of the general economic climate and the expected reduction in government grant to local authorities in the next four years (2014 onwards), it is prudent that a Strategic Service Review of Mount Edgcumbe House and Country Park is undertaken. The review will enable the Joint Committee, Management Team and the two supporting local authorities of Cornwall Council and Plymouth City Council, make a more informed decision on how best to position Mount Edgcumbe onto a more sustainable business footing for the future, consolidating its reputation and standing as an important historical and environmental asset to south east Cornwall and the neighbouring city of Plymouth.
- 1.2. The review process will initially focus on what are the true costs to operating and managing the business; followed by comparisons of Mount Edgcumbe with other similar ventures, local authorities and organisations, benchmarking locally and nationally. It will also assess the business against future pressures such as reducing budgets and funding from central government and other risks associated with managing the site.
- 1.3. The review will also provide possible options for future funding and governance models that, upon consideration, could be explored and developed further into a more detailed business plan.
- 1.4. The review will be carried out with support from officers from Cornwall and Plymouth City Councils.
- 1.5. Please see appendix I for a brief setting out the scope of the strategic service review
- 1.6. It is also prudent that the current business plan is reviewed as part of the strategic service review, and that a refreshed business plan is written that takes account of the findings of the strategic service review.

2. Timescales and Milestones

- 2.1. The findings of the review will be presented to the Joint Committee at the 23 November meeting together with a refreshed business plan.

3. Methodology

- 3.1. The review will be carried out by officers from both authorities who will be responsible to the Mount Edgcumbe Officers Working Group.

4. Recommendations

- 4.1. It is recommended that officers are mandated to carry out the strategic service review.

Strategic Service Review Brief

The brief for the review will cover the following areas:

- a) the history and environmental value of the park and its statutory responsibilities
- b) a review of the business plan
- c) the value of the service now using two performance indicators to measure:
 - quality of service
 - volume of uptake

This will be used against the following criteria:

- social benefits
 - health and well being benefit
 - wider economic benefit to the community
 - list of community assets maintained by the service
- d) the current cost of the service looking at:
 - the operational costs per hectare
 - the cost of the house operation against income raised
 - the cost of other park operations against income raised
 - e) a comparison to similar services including non-local authority owned and operated sites, and will look particularly at:
 - rents
 - fees and charges
 - administration and management costs
 - catering and retain offer
 - visitor numbers
 - Friends/membership schemes
 - Staffing levels
 - Delivery models
 - f) A reduction in constituent authority financial support
 - what would happen to the current service if funding was removed completely
 - what would happen if 40% of funding was removed
 - what can be done within the current management model to fill any funding gap
 - g) Future governance options
 - how effective is the current model of management and governance

- what could a future management model look like and what liabilities might remain for the two constituent authorities. Future models could include:
 - (i) status quo
 - (ii) private sector management
 - (iii) charitable trust
 - (iv) social enterprise
 - (v) co-operative

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