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Democratic Support

Plymouth City Council
Civic Centre
Plymouth PL1 2AA

Please ask for Nicola Kirby
T 01752 304867
E nicola.kirby@plymouth.gov.uk
www.plymouth.gov.uk/democracy
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CITY COUNCIL

Monday 30 June 2014

2.00 pm (or following the special meeting to be held at 1.50pm)

Council House (Next to the Civic Centre), Plymouth

Members:

The Lord Mayor, Councillor Fox, Chair.

The Deputy Lord Mayor, Councillor Murphy, Vice Chair.

Councillors Mrs Aspinall, Ball, Mrs Beer, Bowie, Bowyer, Mrs Bowyer, Bridgeman, Casey, Churchill, Coker, Damarell, Darcy, Philippa Davey, Sam Davey, Downie, Drean, Evans, K Foster, Mrs Foster, Fry, Hendy, James, Jarvis, Jordan, Martin Leaves, Michael Leaves, Sam Leaves, Lowry, Dr. Mahony, McDonald, Morris, Mrs Nelder, Nicholson, Mrs Nicholson, Parker, Penberthy, Mrs Pengelly, Rennie, Ricketts, Riley, Dr. Salter, Singh, John Smith, Peter Smith, Sparling, Stark, Stevens, Storer, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Wheeler and Wiggins.

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

This meeting will be broadcast live to the internet and will be capable of subsequent repeated viewing. By entering the Council Chamber and during the course of the meeting, councillors are consenting to being filmed and to the use of those recordings for webcasting. Although the public seating areas are not filmed, by entering the meeting room and using the public seating area, the public are consenting to being filmed and to the use of those recordings for webcasting.

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Tracey Lee

Chief Executive

CITY COUNCIL

AGENDA

PART I – PUBLIC MEETING

1. APOLOGIES

To receive apologies for absence submitted by councillors.

2. MINUTES (Pages 1 - 24)

To approve and sign as a correct record the minutes of the meeting held on 31 March 2014 and the Annual Meeting held on 6 June 2014.

3. DECLARATIONS OF INTEREST (Pages 25 - 26)

Councillors will be asked to make declarations of interest in respect of items on this agenda. A flowchart providing guidance on interests is attached to assist councillors.

4. APPOINTMENTS TO COMMITTEES, OUTSIDE BODIES ETC (Pages 27 - 28)

The Assistant Chief Executive will submit a schedule of vacancies on committees, outside bodies etc and of changes notified to us.

5. ANNOUNCEMENTS

- (a) To receive announcements from the Lord Mayor, Chief Executive, Assistant Director for Finance or Head of Legal Services;
- (b) To receive announcements from the Leader, Cabinet Members or Committee Chairs.

6. 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, Civic Centre, Plymouth, PL1 2AA, or email to democraticsupport@plymouth.gov.uk. Any questions must be received at least five complete working days before the meeting.

7. FINANCIAL OUTTURN INCLUDING CAPITAL PROGRAMME UPDATE

(Pages 29 - 52)

Cabinet Member: Councillor Lowry (Cabinet Member for Finance)

The report considered at Cabinet on 17 June 2014 will be submitted together with Cabinet minute 8.

8. MOTIONS ON NOTICE

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

9. 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.

10. 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(s) of business on the grounds that it (they) involve(s) the likely disclosure of exempt information as defined in paragraph(s) of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

PART II (PRIVATE MEETING)

AGENDA

MEMBERS OF THE PUBLIC TO NOTE

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

NIL.

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City Council

Monday 31 March 2014

PRESENT:

The Lord Mayor, Councillor Mrs Pengelly, in the Chair.

The Deputy Lord Mayor, Councillor Churchill, Vice Chair.

Councillors Mrs Aspinall, Mrs Beer, Bowie, Bowyer, Mrs Bowyer, Casey, Coker, Damarell, Darcy, Philippa Davey, Sam Davey, Mrs Dolan, Drear, Evans, K Foster, Mrs Foster, Fox, Gordon, Jarvis, Jordan, Martin Leaves, Michael Leaves, Sam Leaves, Lowry, Dr. Mahony, McDonald, Monahan, Morris, Murphy, Mrs Nelder, Nicholson, Mrs Nicholson, Parker, Penberthy, Rennie, Ricketts, Dr. Salter, Singh, John Smith, Peter Smith, Stark, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Wheeler, Wigans, Williams and Wright.

Also in attendance: Tracey Lee (Chief Executive), David Shepperd (Deputy Monitoring Officer), Denis Cooper (Eversheds Solicitors), Nicola Kirby and Helen Rickman (Democratic Support).

Apologies for absence: Councillors Ball, Fry, Haydon and James.

The meeting started at 2.00 pm and finished at 9.00 pm.

Note: 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.

103. MINUTES

Agreed that the minutes of the meeting held on 24 February 2014 are confirmed.

104. DECLARATIONS OF INTEREST

The following declarations of interest were made in accordance with the code of conduct from councillors in relation to items under consideration at this meeting –

Name	Item	Interest	Reason
Councillor Coker	Minute 109: Review of the Licensing Act 2003 Statement of Licensing Policy, including Cumulative Impact Policy	Disclosable pecuniary interest	Personal licence holder

Councillor Martin Leaves	Minute 109: Review of the Licensing Act 2003 Statement of Licensing Policy, including Cumulative Impact Policy	Private	Taxi driver
Councillor Michael Leaves	Minute 115: Abolition of the Independent Living Fund	Disclosable pecuniary interest	Owner of a residential home
Councillor Sam Leaves	Minute 109: Review of the Licensing Act 2003 Statement of Licensing Policy, including Cumulative Impact Policy	Private	Husband is a Hackney Carriage driver
Councillor John Smith	Minute 109: Review of the Licensing Act 2003 Statement of Licensing Policy, including Cumulative Impact Policy	Private	Hackney Carriage driver

105. **APPOINTMENTS TO COMMITTEES, OUTSIDE BODIES ETC**

The City Council noted the following change in membership notified to the Assistant Director for Law, Democracy and Governance –

Committee	Appointment 2013/14
Co-operative Scrutiny Board	Councillor Kate Taylor to replace Councillor Casey

106. **ANNOUNCEMENTS**

The Lord Mayor –

- (a) congratulated Felix Munkuli on being the first winner of the Children and Young Person's Social Worker of the Year and presented the silver cup, purchased in memory of the late former councillors Gladys May and William Tucker, to him. In future the annual presentation would be made at the staff awards;

- (b) thanked councillors for their service prior to the next City Council and European Elections on 22 May 2014. In particular she thanked Councillors David Haydon and Grant Monahan who would not be standing for re-election and paid tribute to them for their many years of service to the City Council. She also wished everyone well who was standing in the local election and encouraged the public to use their vote in both the City Council and European elections.

Councillor Evans (Council Leader) -

- (c) referred to the recent publication of Network Rail's Five Year Investment Plan in Railways and highlighted the omission of the far South West of England. Although the existing, Victorian main line at Dawlish was re-opening, the campaign for a fast, resilient railway needed to be continued and he called on every Member of Parliament in the south west to support it;
- (d) announced the completion of 99 of the 100 pledges made by the Labour administration and the other, numerous achievements of the last 12 months. He extended thanks to the Chief Executive and all the staff for their work over the last 12 months and for their great public service to the citizens of Plymouth.

Cllr Vincent (Cabinet Member for Environment) -

- (e) announced the commencement of the door step glass collection from 1 May 2014 citywide and asked members of the public to put glass bottles and jars in the green recycling bin from 1 May;
- (f) updated members on the progress of works on the Elphinstone and Quay Point toilets. The toilets at Elphinstone were due to be opened before the Easter Bank Holiday and at Quay Point before the summer period. Members were also advised that the strategic review of the city's toilets was nearing completion.

Cllr Williams (Cabinet Member for Children and Young People) -

- (g) reported that Tony Staunton (Child Protection Manager) had received national recognition for his work to combat child sexual exploitation. She expressed her pride in Tony Staunton and his team, together with youth workers in the city and thanked everyone for their valuable work in child social care;

- (h) announced that the Education Catering Team had been shortlisted for Cost Sector Team of the Year. She also referred to the recent increase in the take up of free school meals and congratulated Brad Pearce (Education Catering Manager) and his team on their work.

Cllr Coker (Cabinet member for Transport) announced that the results of the consultation on the parking review undertaken in October 2013, had been published on the Council's website.

Cllr Penberthy (Cabinet Member for Co-operatives and Community Development) gave an update on the work relating to the establishment of a Community Economic Development Trust in the north of the city. A Steering Group of 12 stakeholders had been elected, including five councillors and business representatives together with support officers from the City Council and the business community. A business plan would be developed and the Steering Group would consider feasibility studies on properties made available to it from the Council. The first study related to the former Whitleigh Care Home which would become the headquarters for the Four Greens Community Trust together with business spaces. He thanked all the members of the Steering Group with special mention of Councillor Jon Taylor who had taken the day to day lead on the project and he wished them well in the development of their first property.

107. **QUESTIONS BY THE PUBLIC**

One question had been received from a member of the public in relation to a matter which, in the opinion of the Lord Mayor, was relevant to the business of the meeting in accordance with paragraph 10 of the constitution.

Councillor Lowry responded as follows and in the absence of Mr Sharpe. the response would be sent to him following the meeting –

Question No	Question By	Cabinet Member	Subject
Q13/ 13-14	Mr Sharpe	Councillor Lowry (Cabinet Member for Finance)	Downham Special Needs School
Plymouth City Council plans to dispose of the site of the former Downham Special School in Plymstock. Will the Council take any notice of comments sent by the public regarding what should go on that site in future?			
<p>Response:</p> <p>The Council will always take notice of any comments made by the public on any matter including the former Downham Special School site in Plymstock. In this case we acknowledge the representations received in relation to potential future uses of the site; however I would confirm that the site has been identified to provide much needed housing for our City as part of the 'Plan for Homes'.</p>			

The successful bidder will be encouraged to carry out consultation with the public prior to submitting a planning application and the public will have the opportunity to comment on the application in the usual democratic way through the planning process.

RECOMMENDATIONS FROM CABINET AND OTHER COMMITTEES

108. **Local Economic Strategy**

Councillor Evans (Council Leader) presented a refresh of the Local Economic Strategy for adoption (Cabinet minute 120 referred). Members also considered the Cabinet report together with the draft strategy and were advised that a summary document was also available.

The proposal was seconded by Councillor Lowry (Cabinet Member for Finance).

During the debate reference was made to the transport infrastructure, with particular reference to the Forder Valley Road link road, and members were advised that the scheme had been identified as a priority for funding by the Heart of the South West Local Transport Board.

Following some personal remarks, the Lord Mayor reminded members to have respect for each other and to address others with politeness.

The members thanked David Draffan and the Economic Development Team for their work, with particular reference to Stephen Bashford who had led the work on the refresh.

Following a vote, agreed to adopt Plymouth's Local Economic Strategy.

109. **Review of Licensing Act 2003 Statement of Licensing Policy, including Cumulative Impact Policy**

Councillor Vincent (Cabinet Member for Environment) presented the Statement of Licensing Policy, including the Cumulative Impact Policy for adoption (Cabinet minute 119 referred). Members also considered the Cabinet report.

Councillor Vincent highlighted the changes to the policy including -

- (a) to clarify the expectations of the City Council to applicants;
- (b) to reduce glass injuries;
- (c) to provide a detailed explanation of responsible retailing of alcohol;
- (d) to add the control of adult entertainment;

- (e) to provide for greater flexibility in the Cumulative Impact Policy for protection for local communities and to balance the need to allow businesses to prosper but protect people and local businesses.

The proposal was seconded by Councillor Rennie.

An amendment was moved by Councillor Dr Mahony and seconded by Councillor Darcy to defer consideration of the item to the next meeting of the City Council, as the papers for this item had arrived late and the Conservative Group had not had an opportunity to debate them in their group meeting.

Councillor Peter Smith indicated that the Cabinet report had been available on the Council's website since 18 March 2014.

Following a request from Councillor Nicholson, Mr Shepperd (Deputy Monitoring Officer) confirmed that he had received representations from members of the opposition group with regard to the lateness of the papers and the number of supplements for the City Council meeting today.

During the debate, members were reminded of the IT equipment provided to them and that they had the opportunity to take up IT training as required.

The Lord Mayor asked that the Head of ICT reissue to all councillors, the policy listing the IT equipment that was available to councillors.

Following the debate and a request from ten councillors for a recorded vote, there voted –

For the amendment (20)

Councillors Mrs Beer, Bowyer, Mrs Bowyer, Churchill, Darcy, Drean, Foster, Mrs Foster, Jordan, Martin Leaves, Michael Leaves, Sam Leaves, Dr Mahony, Monahan, Nicholson, Mrs Nicholson, Ricketts, Dr Salter, Stark and Wiggins.

Against the amendment (31)

Councillors Mrs Aspinall, Bowie, Casey, Damarell, P. Davey, S Davey, Mrs Dolan, Evans, Fox, Gordon, Jarvis, Lowry, McDonald, Morris, Murphy, Mrs Nelder, Parker, Penberthy, Rennie, Singh, J. Smith, P. Smith, Stevens, J. Taylor, K. Taylor, Tuffin, Tuohy, Vincent, Wheeler, Williams and Wright.

Abstentions (1)

Lord Mayor (Chair).

The following members were absent (5)

Councillors Ball, Coker, Fry, Haydon and James.

The Lord Mayor reported that the amendment was not agreed.

Councillors continued to debate the substantive motion and the issues raised included –

- (a) the need to report of any illegal activity seen on the streets to the police;
- (b) the need to link this policy with the Taxi Licensing Policy, car park security and night buses.

Following the debate and a request from ten councillors for a recorded vote, there voted –

For the motion (31)

Councillors Mrs Aspinall, Bowie, Casey, Damarell, P. Davey, S Davey, Mrs Dolan, Evans, Fox, Gordon, Jarvis, Lowry, McDonald, Morris, Murphy, Mrs Nelder, Parker, Penberthy, Rennie, Singh, J. Smith, P. Smith, Stevens, J. Taylor, K. Taylor, Tuffin, Tuohy, Vincent, Wheeler, Williams and Wright.

Against the motion (0)

Abstentions (19)

Councillors Mrs Beer, Bowyer, Churchill, Darcy, Foster, Mrs Foster, Jordan, Martin Leaves, Michael Leaves, Sam Leaves, Dr Mahony, Monahan, Nicholson, Mrs Nicholson, Ricketts, Dr Salter, Stark and Wiggins and the Lord Mayor (Chair).

The following members were absent (7)

Councillors Ball, Mrs Bowyer, Coker, Drean, Fry, Haydon and James.

The motion was agreed as follows –

- (1) the Licensing Statement of Policy (Appendix 2 to the report) is adopted;
- (2) based on the concerns about crime and disorder and public nuisance, the special policy on Cumulative Impact is retained for each of the following areas –
 - Union Street (including Derry's Cross)
 - Barbican
 - North Hill
 - Mutley Plain
 - Stoke

(Councillor Coker having declared an interest in the above item withdrew from the meeting during consideration of the item.)

(Councillors Martin Leaves, Sam Leaves and John Smith declared interests in the above item.)

110. **Delegated Authority to Commit to Capital Schemes**

Councillor Evans (Council Leader) presented the Cabinet recommendation seeking Council's approval to delegate authority to the Leader to add schemes and remove schemes from the capital programme and determine the priority of all schemes in the programme, provided that the total value of the capital programme as agreed by Council should not be exceeded. Members also considered the Cabinet report.

The proposal was seconded by Councillor Lowry (Cabinet Member for Finance).

Councillor Bowyer moved and Councillor Darcy seconded a proposal to amend recommendation (1) as follows -

'add after the word 'finance', the words 'and the Leader of the Opposition'.

The Deputy Monitoring Officer confirmed that the amendment was in order.

Following a request for the amendment to be put in writing, the City Council agreed a short adjournment.

The City Council reconvened and Councillor Bowyer indicated that he should be added as a consultee to provide transparency and openness. Following a debate, the amendment was put to the vote and the Lord Mayor reported that the amendment was not agreed.

Following a debate on the substantive motion, the motion was put to the vote.

The motion was agreed as follows –

- (1) delegated authority is given to the Leader, in consultation with the Cabinet Member for Finance, to add schemes and remove schemes from the capital programme and determine the priority of all schemes in the programme, provided that the total value of the capital programme as agreed by Council should not be exceeded;
- (2) any changes made by the Leader will be supported by a sound business case;
- (3) any addition and/or amendments made to capital schemes under delegated authority will be reported in the Council financial monitoring report and quarterly to full Council;
- (4) the relevant sections of the constitution are amended accordingly.

111. **Lord Mayoralty 2014/15**

Councillor Evans (Chair of the Lord Mayor's Selection Committee) presented the recommendation of the Lord Mayor's Selection Committee (Lord Mayor's Selection Committee minute 4 referred).

The proposal was seconded by Councillor Peter Smith.

Following a vote, agreed that the nomination of Councillor Fox as Lord Mayor designate for 2014/15 is forwarded to the Council's AGM.

At the invitation of the Lord Mayor, Councillor Fox responded and thanked members for the nomination. He indicated that in his opinion, the role of the Lord Mayor was to promote Plymouth and improve the life of Plymouth's citizens which had also been his aims as a former Chief Officer of the City Council and now as an elected councillor.

112. **SENIOR MANAGEMENT RESTRUCTURE**

Councillor Evans (Chair of the Appointments Panel) provided an update on the decision of the Appointments Panel held on 20 March 2014 relating to the post of Director of Public Health and the process for the recruitment and dismissal of staff reporting direct to the post holder. Councillor Peter Smith seconded the proposals.

Following a vote, agreed to –

- (1) establish the post of Director of Public Health as part of a distinct Public Health Directorate reporting directly to the Chief Executive, and
- (2) delegate the function of appointing and dismissing staff who report direct to the Director of Public Health, to the Director of Public Health.

113. **AMENDMENT TO PAY POLICY STATEMENT 2014/15**

Councillor Smith (Deputy Leader) presented the recommendations of the Chief Executive and Head of Paid Service contained in the report to Council on an amendment to the Pay Policy Statement 2014/15. The City Council was advised that since the approval of the 2014/15 Pay Policy Statement in January 2014, it had been recognised that there was a gap in relation to temporary and interim staff which needed to be amended.

The proposal was seconded by Councillor Evans (Council Leader).

Councillor Bowyer moved an amendment to add an additional recommendation as follows -

- ' (2) Council refers this report to the Co-operative Scrutiny Board for an urgent review within the next four weeks.'

The City Council agreed a short adjournment whilst the amendment was printed and circulated.

The City Council reconvened and Councillor Bowyer presented the amendment.

Following a point of order, the Deputy Monitoring Officer reminded members that the discussion should be confined to the pay policy and that reference should not be made to individuals in the public part of the meeting.

Councillor Bowyer continued and indicated that, in his opinion, members should be involved in all director and assistant director level appointments and those where salaries were likely to be in excess of the pay policy statement.

The amendment was seconded by Councillor Nicholson.

During the debate on the amendment, reference was made to the lateness of reports.

During the debate the Lord Mayor reminded members about their behaviour.

Following a vote, the Lord Mayor reported that the amendment was not agreed.

Councillor Evans summed up the substantive motion.

Following a request from ten councillors for a recorded vote, there voted –

For the motion (31)

Councillors Mrs Aspinall, Bowie, Casey, Coker, Damarell, P. Davey, S Davey, Evans, Fox, Gordon, Jarvis, Lowry, McDonald, Morris, Murphy, Mrs Nelder, Parker, Penberthy, Rennie, Singh, J. Smith, P. Smith, Stevens, J. Taylor, K. Taylor, Tuffin, Tuohy, Vincent, Wheeler, Williams and Wright.

Against the motion (17)

Councillors Mrs Beer, Bowyer, Mrs Bowyer, Churchill, Darcy, Foster, Mrs Foster, Jordan, Martin Leaves, Michael Leaves, Sam Leaves, Dr Mahony, Monahan, Nicholson, Mrs Nicholson, Dr Salter and Wogens.

Abstentions (1)

Lord Mayor (Chair).

The following members were absent (8)

Councillors Ball, Mrs Dolan, Drean, Fry, Haydon, James, Ricketts and Stark.

The motion was agreed as follows –

the amended pay policy statement for 2014/15 is approved, to improve transparency in respect of arrangements for staff engagement under contracts for services and relevant data for 2013/14 is noted in compliance with the Council's amended policy statement.

MOTIONS ON NOTICE

114. **Garden Grabbing**

Councillor Nicholson proposed and Councillor Mrs Beer seconded the following motion -

'This Council notes that:

- The National Planning Policy Framework, at paragraph 53, contains a specific reference to 'garden grabbing' where it states that "Local planning authorities should consider the case for setting out policies to resist inappropriate development of residential gardens, for example where development would cause harm to the local area".
- Another reference to development in residential gardens can be seen in paragraph 48 of the National Planning Policy Framework which states that "Local planning authorities may make allowance for windfall sites in the five-year supply if they have compelling evidence that such sites have consistently become available in the local area and will continue to provide a reliable source of supply. Any allowance should be realistic having regard to the Strategic Housing Land Availability Assessment, historic windfall delivery rates and expected future trends, and should not include residential gardens" [emphasis added].
- Whilst the National Planning Policy Framework, paragraph 17, states that planning should "encourage the effective use of land by reusing land that has been previously developed (brownfield land), provided that it is not of high environmental value", the definition of previously developed land "excludes... land in built up areas such as private residential gardens" (Annex 2).
- Strategic Objective 10 (Delivering Adequate Housing Supply) in the adopted Plymouth Core Strategy prioritises the use of brownfield land for housing and Policy CS16 (Spatial Distribution of Housing Sites) sets out a target of at least 80% of the city's planned housing provision is to be delivered on previously developed land. The latest Authority Monitoring Report highlights that since 2006 90% of homes completed in the city have been on brownfield sites.
- Planning applications for housing in residential gardens are currently considered on their own merits as there is no specific local planning policy in relation to garden grabbing.

This Council resolves to request the Portfolio Holder for the Environment to consider an appropriate policy response to the issue of garden grabbing and to consider the provisions of the National Planning Policy Framework paragraph 53 in the preparation of the Plymouth Plan.'

During the debate, the issues raised included -

- (a) that in November 2013, the City Council had supported the 'Yes to Homes' campaign;
- (b) planning applications for housing development would be considered on their merits and in accordance with the adopted Core Strategy;

- (c) the benefit of gardens to the occupant, children and the environment.

Councillor Rennie moved and Councillor Evans seconded that the vote was taken. Following a vote, the motion was carried. Councillor Nicholson summed up and the vote was taken on the main motion.

The motion was agreed and the Portfolio Holder for the Environment is requested to consider an appropriate policy response to the issue of garden grabbing and to consider the provisions of the National Planning Policy Framework paragraph 53 in the preparation of the Plymouth Plan.

115. **Abolition of the Independent Living Fund**

Councillor Jon Taylor proposed and Councillor McDonald seconded the following motion –

‘Last month DWP minister Mike Penning announced that, following a new equality impact assessment, the government is going to press ahead with closing the independent living fund by June 2015. The government’s own equality impact assessment notes that ‘it is almost certain that closure of the ILF will mean that the majority of users will face changes to the way their support is delivered, including the real possibility of a reduction to the funding they currently receive.

Plymouth City Council deplores the Government’s proposal to close down the ILF which currently provides a vital lifeline for a significant number of those in our city with the highest support needs. We believe that recipients of the fund have the right to make choices equal to others that allow them to participate fully in the community.

The Council regrets that the Government proposals to transfer the responsibilities of providing this support to local authorities without any commitment to maintain the current level of support. This will inevitably lead to an increase in isolation and segregation for many adults and the loss of independence and unnecessary admission of many others into residential care. With the governments vicious cuts already devastating our local health and social care system, the abolition of this fund will further increase the pressure on other health and social care budgets.

Plymouth City Council calls on the Government to immediately review this regressive step and look at ways of safeguarding the Independent Living Fund; a fund which is valued and relied upon by many severely disabled people in Plymouth. ‘

During the debate, the issues raised included -

- (a) to continue with the present arrangements would not be an option in the light of the changes required by legislation;

- (b) that local authorities would be taking direct responsibility in line with statutory obligations and would be able to decide how best to support disabled people;
- (c) that the fund had already closed to new applicants;
- (d) that the funding would be transferred from the government but that there was no commitment to the ongoing level of funding in the future.

Following a vote, the motion was agreed and the City Council calls upon the government to immediately review the regressive step (of closing the Independent Living Fund by June 2015) and look at ways of safeguarding the Independent Living Fund; a fund which is valued and relied upon by many severely disabled people in Plymouth.

(Councillor Michael Leaves having declared an interest in the above item, withdrew from the meeting during consideration of the item.)

116. **Car Parking Charges**

Councillor Sam Leaves proposed and Councillor Mrs Bowyer seconded the following motion –

‘Plymouth City Council acknowledges that Plymouth is aspiring to being one of Europe’s most vibrant waterfront cities. Essential to this is a strong economy creating a range of jobs where Plymouth can demonstrate that it is an attractive place for investment.

At the meeting of the City Council on 27 January, Members were advised that a consultation on the proposed car parking charges had finished before Christmas and that officers were finalising a report which would be considered by Cabinet Members imminently.

Council notes the on-going delay in making a decision is creating continuing uncertainty on business, visitors, and local residents.

The City Council agrees to –

Recommend that a decision is made within seven days of this meeting to help alleviate further speculation and uncertainty within the Plymouth economy.’

Councillor Coker proposed and Councillor Evans seconded the following amendment –

To amend the motion as follows –

Recommend that a decision is made ~~within seven days of this meeting to alleviate further speculation and uncertainty within the Plymouth economy.~~ at the July 2014 Cabinet meeting to enable proper consideration of the consultation responses.

The Deputy Monitoring Officer confirmed that the amendment was in order.

Councillor Coker advised members that some initiatives had been introduced including 15 minutes' free parking in the West End and a 30 minute shopper's tariff. The officers had had continuing discussions with the business community and the final document would form a parking strategy which required a considered approach.

During the debate on the amendment, the issues raised included –

- (a) that further delay would impact on businesses and the local economy;
- (b) that the strategy would address a number of issues including dual use bays and residents' parking;
- (c) that following an announcement by the Leader, there would be a freeze on parking charges until at least October 2014.

Following the debate and a request from ten councillors for a recorded vote, there voted –

For the amendment (31)

Councillors Mrs Aspinall, Bowie, Casey, Coker, Damarell, P. Davey, S Davey, Evans, Fox, Gordon, Jarvis, Lowry, McDonald, Morris, Murphy, Mrs Nelder, Parker, Penberthy, Rennie, Singh, J. Smith, P. Smith, Stevens, J. Taylor, K. Taylor, Tuffin, Tuohy, Vincent, Wheeler, Williams and Wright.

Against the amendment (14)

Councillors Mrs Beer, Bowyer, Mrs Bowyer, Darcy, Foster, Mrs Foster, Jordan, Martin Leaves, Michael Leaves, Sam Leaves, Dr Mahony, Monahan, Nicholson and Mrs Nicholson.

Abstentions (1)

Lord Mayor (Chair)

The following members were absent (11)

Councillors Ball, Churchill (Vice Chair), Mrs Dolan, Drean, Fry, Haydon, James, Ricketts, Dr Salter, Stark and Wiggins.

The Lord Mayor reported that the amendment was agreed.

Councillor Sam Leaves summed up the substantive motion, as amended.

Following a vote, the motion was agreed and the City Council recommends that a decision is made at the July 2014 Cabinet meeting to enable proper consideration of the consultation responses.

117. **ADJOURNMENT OF THE MEETING**

During the above item and following a proposal from Councillor Peter Smith and seconded by Councillor Rennie, it was agreed to amend Council Procedure Rule 10 to extend the time for adjournment from 7.30pm to 8.30pm to conclude the business for the meeting.

118. **DRAFT CALENDAR OF MEETINGS OF THE COUNCIL AND COMMITTEES 2014/15**

Councillor Peter Smith (Deputy Leader) proposed and Councillor Kate Taylor seconded the draft Calendar of Meetings of the Council and Committees for 2014/15 for approval.

Members were asked to slip the Planning Committee scheduled for 11 September 2014 by a week to avoid a clash with the pre Council Conservative Group. Also concern was expressed at the Planning Committee scheduled for the week before the City Council elections in 2015.

Following a vote, agreed that the Calendar of Meetings of the Council and Committees 2014/15, subject to further consideration by Councillor Peter Smith of the points raised.

119. **REPORT OF THE LEADER ON URGENT CABINET AND KEY DECISIONS**

Councillor Evans presented the written report on urgent Cabinet and key decisions taken since May 2013.

The report was noted subject to the amendment of the date of Cabinet to 10 December 2013 for the decision on Future Accommodation Requirements.

(With the agreement of the City Council, the Chair amended the order of business as set out below).

120. **EXEMPT BUSINESS**

Agreed that under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded 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 1 of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

121. **REPORT OF THE MONITORING OFFICER (EI)**

The City Council considered the statutory report of the Council's Monitoring Officer under Section 5 of the Local Government and Housing Act 1989.

The report referred to the process of appointing chief officers and suggested that some appointments had taken place without reference to the legislative framework and the Council's Pay Policy.

Tracey Lee (Chief Executive and Head of Paid Service) presented the response together with a draft action plan which had been amended following the Appointments Panel held on 31 March 2014. The Chief Executive was supported in presenting the response by Denis Cooper one of the country's leading local government solicitors, who is a Consultant with Eversheds Solicitors. During his presentation to the Council, Mr Cooper advised that –

- the decision of the Monitoring Officer to issue a statutory report was his personal responsibility following consultation and he was entirely responsible for its content;
- following the receipt of a statutory report from its Monitoring Officer the Council had a legal duty to consider the report at a Council meeting and to determine its response;
- this response could be acceptance or rejection of the report wholly or partially and include proposals for responsive action on the report;
- since receipt of the report, the Chief Executive and Head of Paid Service had worked with members and senior officers to prepare a response to the report for consideration at this meeting;
- this response included some actions by the Appointments Panel;
- it was for Council to consider the report, determine its response to the report and act accordingly;
- there was no legislative decision or guidance of the requirement to consider the report;
- accordingly, the proposed response and the decisions of this meeting were subject to the local government principles of reasonableness and proportionality and assessment of risk;
- the legislation which governed the appointment of Chief Officers was complex;
- to the extent that the report highlighted failures of process, adequate steps were proposed or had been taken to deal with those matters;
- the report of the Chief Executive and actions taken by the Appointments Panel and Council subsequent to its receipt, in his view, comprised a reasonable and proportionate response to the matters raised in the Monitoring Officer's report;

- whilst risk of challenge could never be eliminated, in his view, the risk of successful challenge to the decisions of the Council if the recommendations of the Chief Executive were adopted was low;
- the Action Plan should therefore be the basis of the Council's response to the statutory report.

The Chief Executive and Denis Cooper responded to questions from members on technical and legal issues.

Councillor Evans (Council Leader) proposed and Councillor Peter Smith (Deputy Leader) seconded the recommendations of the Chief Executive and Head of Paid Service in response to the report of the Monitoring Officer.

Cllr Bowyer moved and Councillor Nicholson seconded the following amendment to recommendation (2) -

'A full, independent and external review is undertaken to learn lessons from these matters.'

The meeting adjourned for a short period for the amendment to be printed and circulated.

Following a vote, the amendment was not agreed.

Councillor Evans summed up on the substantive motion and following a request from ten councillors for a recorded vote, there voted –

For the motion (31)

Councillors Mrs Aspinall, Bowie, Casey, Coker, Damarell, P. Davey, S Davey, Evans, Fox, Gordon, Jarvis, Lowry, McDonald, Morris, Murphy, Mrs Nelder, Parker, Penberthy, Rennie, Singh, J. Smith, P. Smith, Stevens, J. Taylor, K. Taylor, Tuffin, Tuohy, Vincent, Wheeler, Williams and Wright.

Against the motion (0)

Abstentions (16)

Councillors Mrs Beer, Bowyer, Mrs Bowyer, Churchill (Vice Chair), Darcy, Foster, Mrs Foster, Jordan, Martin Leaves, Michael Leaves, Sam Leaves, Dr Mahony, Monahan, Nicholson, Mrs Nicholson and Lord Mayor (Chair)

The following members were absent (10)

Councillors Ball, Mrs Dolan, Drean, Fry, Haydon, James, Ricketts, Dr Salter, Stark and Wiggins.

The motion was agreed as follows -

- (1) the Council agrees the actions set out in the action plan (amended following the meeting of the Appointments Panel held on 31 March 2014). This will ensure that the Council corrects any failures in process in a proportionate way, having considered all the risks;
- (2) a full review is undertaken to learn the lessons from these matters.

The Lord Mayor thanked Mr Cooper for his advice and attendance at the meeting.

(At the conclusion of this item the meeting continued in public.)

122. **ADJOURNMENT OF THE MEETING**

During the above item and following a proposal from Councillor Evans and seconded by Councillor Bowyer, it was agreed to waive Council Procedure Rule 10 to enable the conclusion of the business on the agenda.

123. **QUESTIONS BY COUNCILLORS**

	From	To	Subject
1	Councillor Bowyer	Councillor Evans	The vice chair of the Planning Committee wore a Labour badge at the last meeting of the Planning Committee. Did he feel that this was inappropriate and an abuse of her position? It was a matter of public confidence in the committee and was he taking any steps to restore confidence?
	Response: No, there was no dress code in place. No confidence had been lost.		
2	Councillor Martin Leaves	Councillor Murphy	At the meeting of the Working Plymouth Overview and Scrutiny Panel on 5 March 2014, Councillor Murphy said that she was disappointed in Councillor Coker's decision not to approve the park and ride proposal to charge at the car parks. Was that still the case today?
	Response: It was Cabinet's decision to make.		
3	Councillor Sam Leaves	Councillor Coker	At a recent tribunal on traffic penalties, an appeal was allowed on the basis of procedural improprieties. What were these improprieties and could she have assurances that this would not occur again?
	Response: He would ensure that a report was provided by the end of the following day (Tuesday).		

4	Councillor Darcy	Councillor Peter Smith	Why was the webcast of the Planning Committee held last week not on the Council's website yet?
	Response: A written response would be provided.		
5	Councillor Bowyer	Councillor Peter Smith	Would he provide a written report on what went wrong with the papers for the Council meeting? How much did it cost the taxpayers?
	Response: Staff were under pressure and he expected that a report would be provided to him so that lessons could be learnt. A written response would be provided on the costs.		
6	Councillor Dr Mahony	Councillor Peter Smith	Did he agree that the preparation for the Council meeting was an omni- shambles? Would he look into providing iPads and updated computer systems for all councillors in addition to a pa system in the Council Chamber that works?
	Response: No, he did not agree. Nothing was wrong with the pa system and IT requirements were being reviewed.		
7	Councillor Jordan	Councillor Coker	What action was being taken on faded yellow lines and road markings? What was the timeframe?
	Response: He was aware of the problems but this had not been given priority over many years. He was looking at white lines in strategic areas. Although he was looking into the issue, he could not put a timescale to it.		
8	Councillor Darcy	Councillor Peter Smith	Was the preparation for this meeting now going to be the acceptable norm?
	Response: No.		
9	Councillor Kate Taylor	Councillor Tuohy	Was Councillor Tuohy wearing a rosette unacceptable?
	Response: No.		
10	Councillor Martin Leaves	Councillor Coker	Was he taking any action following the bus accident at Royal Parade? Would the report be shared with the scrutiny panel?
	Response: He was aware of the accident and consideration would be given to the report from Vospa, when received. The report would be a public document and he would consult with the chair of the scrutiny panel.		
11	Councillor Churchill	Councillor Coker	The organisation was VOSA not Vospa?
	No response given.		

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

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Annual Meeting of the City Council

Friday 6 June 2014

PRESENT:

The Lord Mayor, Councillor Mrs Pengelly, in the Chair.

The Deputy Lord Mayor, Councillor Churchill, Vice Chair.

Councillors Mrs Aspinall, Ball, Mrs Beer, Bowie, Bowyer, Mrs Bowyer, Bridgeman, Casey, Coker, Damarell, Darcy, Philippa Davey, Sam Davey, Downie, Drean, Evans, K Foster, Mrs Foster, Fox (The Lord Mayor subsequently) , Hendy, James, Jarvis, Jordan, Martin Leaves, Michael Leaves, Sam Leaves, Lowry, McDonald, Morris, Murphy (The Deputy Lord Mayor subsequently), Mrs Nelder, Nicholson, Mrs Nicholson, Parker, Penberthy, Rennie, Ricketts, Riley, Dr. Salter, Singh, John Smith, Peter Smith, Sparling, Stark, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Wheeler and Wiggins.

Apologies for absence: Councillors Fry and Dr. Mahony

The meeting started at 10.30 am and finished at 12.00 pm.

Note: 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.

1. **COMMEMORATION OF D DAY LANDINGS**

The Council stood in silence for two minutes in memory of the Plymothians and all allied compatriots who had lost their lives on 6 June 1944 in the D Day landings at Normandy.

2. **TWIN CITIES**

The Lord Mayor welcomed the Deputy Mayor of Brest, France, the Chair of the Board of Selectmen and the delegation from Plymouth Massachusetts USA from cities twinned with Plymouth.

3. **TO ELECT THE LORD MAYOR AND DEPUTY LORD MAYOR FOR THE PERIOD UP TO THE NEXT ANNUAL MEETING**

Agreed that Councillor Fox is elected Lord Mayor and Councillor Murphy is elected Deputy Lord Mayor of the city for the ensuing year.

4. **PRESENTATION OF DRAKE'S SWORD**

Commodore Graeme Little presented Drake's Sword to the Lord Mayor to symbolise the key links between the Navy and the City of Plymouth.

5. **VOTE OF THANKS TO THE RETIRING LORD MAYOR AND DEPUTY LORD MAYOR**

Agreed that –

- (1) the council accords to Councillor Mrs Vivien Pengelly the sincere thanks of the citizens of Plymouth for the invaluable services she has rendered to the city as Lord Mayor since May 2013, and for the able manner in which she has presided over the deliberations of the council during that period;
- (2) the council also expresses its indebtedness to Councillor Nigel Churchill for his diligent and efficient discharge of the duties of Deputy Lord Mayor, and to Mr Jonathan Kennedy as the Lord Mayor's consort, and Mrs Amanda Churchill as the Deputy Lady Mayoress, who have supported them during their year of office.

The Lord Mayor presented the retiring Lord Mayor and the retiring Deputy Lord Mayor with gifts to commemorate their time in office for the 2013-14 civic year.

6. **TO NOTE THE LEADER OF THE CITY COUNCIL**

Councillor Evans' continuing position as Leader of the City Council was noted.

7. **TO NOTE THE MEMBERSHIP OF THE CABINET**

The Council received the report of the Council Leader (Councillor Evans) which advised that changes had been made to Cabinet which would comprise the following Members –

Portfolio	Member
Deputy Leader	Councillor Peter Smith
Finance	Councillor Mark Lowry
Children, Young People and Public Health	Councillor Sue McDonald
Health and Adult Social Care	Councillor Ian Tuffin
Co-operatives, Housing and Community Safety	Councillor Chris Penberthy
Environment	Councillor Brian Vincent
Transport	Councillor Mark Coker

The membership of Cabinet was noted.

Changes would be made to the Leader's scheme of delegation for executive functions and the revised scheme would be published in the near future.

8. **TO AGREE COMMITTEES AND THEIR MEMBERS AND APPOINT CHAIRS AND VICE CHAIRS**

A schedule of the nominations to committees, joint committees, panels etc was submitted.

Agreed that approval is given to the appointments to committees, joint committees, panels etc and their chairs and vice chairs for the transaction of the business of the council until the next Annual Meeting as set out in the list circulated.

9. **TO NOMINATE OR APPOINT REPRESENTATIVES TO OUTSIDE BODIES**

A schedule of the nominations to outside bodies was submitted.

Agreed that approval is given to the appointments and nominations of councillors and others as representatives on outside bodies as indicated.

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DECLARING INTERESTS – QUESTIONS TO ASK YOURSELF

What matters are being discussed?

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Does the business relate to or is it likely to affect a disclosable pecuniary interest (DPI)? This will include the interests of a spouse or civil partner (and co-habitees):

- any employment, office, trade, profession or vocation that they carry on for profit or gain
- any sponsorship that they receive including contributions to their expenses as a councillor or the councillor’s election expenses from a Trade Union
- any land licence or tenancy they have in Plymouth
- any current contracts leases or tenancies between the Council and them
- any current contracts leases or tenancies between the Council and any organisation with land in Plymouth in they are a partner, a paid Director, or have a relevant interest in its shares and securities
- any organisation which has land or a place of business in Plymouth and in which they have a relevant interest in its shares or its securities

No

Yes

Declare interest and leave (or obtain a dispensation)

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Does the business affect the well-being or financial position of (or relate to the approval, consent, licence or permission) for:

- a member of your family or
- any person with whom you have a close association; or
- any organisation of which you are a member or are involved in its management (whether or not appointed to that body by the council). This would include membership of a secret society and other similar organisations.

Yes

No

You can speak and vote

Will it confer an advantage or disadvantage on your family, close associate or an organisation where you have a private interest more than it affects other people living or working in the ward?

Yes

No

Declare the interest and speak and vote

Speak to Monitoring Officer in advance of the meeting to avoid risk of allegations of corruption or bias

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Cabinet members must declare and give brief details about any conflict of interest* relating to the matter to be decided and leave the room when the matter is being considered. Cabinet members may apply to the Monitoring Officer for a dispensation in respect of any conflict of interest.

*A conflict of interest is a situation in which a councillor’s responsibility to act and take decisions impartially, fairly and on merit without bias may conflict with his/her personal interest in the situation or where s/he may profit personally from the decisions that s/he is about to take.

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CITY COUNCIL

17 June 2014

**APPOINTMENTS TO COMMITTEES, OUTSIDE BODIES ETC**

Report of the Head of Legal Services

The City Council is asked to note the following changes notified to the Head of Legal Services –

	Committee, Outside Body etc	Membership
(a)	Ambitious Plymouth Overview and Scrutiny Panel	Councillor Mrs Nicholson to replace Councillor Ricketts
(b)	Your Plymouth Overview and Scrutiny Panel	Councillor Ricketts to replace Councillor Mrs Nicholson
(c)	SACRE	Councillor Dr Salter to replace Councillor Dr Mahony

Councillors are reminded that they should update their Register of Interest to take account of any changes to their membership of Outside Bodies.

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CITY COUNCIL

17 June 2014

**Cabinet minute 8 of 17 June 2014****FINANCIAL OUTTURN 2013/14 INCLUDING CAPITAL PROGRAMME UPDATE**

Malcolm Coe (Assistant Director for Finance) submitted the final financial outturn report for 2013/14, which detailed the financial monitoring position of the Council as at 31 March 2014.

The report -

- (a) proposed a number of adjustments to the financial accounts following the financial health review always undertaken by the Section 151 Officer at the end of the year;
- (b) indicated that decisions made by Cabinet would feed into the Council's annual Statement of Accounts which was subject to external audit;
- (c) advised that following approval there would be a requirement for a transfer from the working balance leaving a net working balance of £10.739m at 31 March 2014;
- (d) detailed the revenue position for the end of the year (assuming Cabinet approval of the proposals in the report) which was a net spend of £212.618m;
- (e) provided the final capital outturn position for 2013/14 which was £47.2174m.

Councillor Lowry (Cabinet Member for Finance) introduced the report which reflected a balanced budget at year end and advised that the measures put in place would provide a firm base to meet the challenges ahead. In order to alleviate some of the funding pressures and to provide additional support for adult social care services, he proposed a further recommendation asking the Chief Executive, to meet with himself and Councillor Tuffin (Cabinet Member for Health and Adult Social Care) to review the budget and to report back to Cabinet on any findings.

The report would also be referred to the Co-operative Scrutiny Board and the City Council.

Alternative options considered and reasons for the decision –

As set out in the report and as stated above.

Agreed –

- (1) that the provisional outturn position as at 31 March 2014 is noted;

(2) that the additional, unbudgeted income, included as part of the 'Corporate Health Adjustments' for 2013/14 from -

- the Devon-wide Business Rates Pool £(0.479)m
- Small Business Rates Relief £(1.004)m

is noted;

(3) the additional transfers to and from reserves reflected in the 'Corporate Health Adjustments' within the outturn figures -

- transfer to Pensions Reserve £0.500m
- transfer to Redundancy Reserve £0.781m
- creation of a Skills Agenda Reserve £0.100m
- creation of a 100th Year Celebration Reserve £0.400m
- reduce the Insurance Reserve £(0.454)m

(4) that the adjusted revenue deficit for the year of £0.58m is noted and is met by a transfer from the General Fund Working Balance;

(5) the following net nil transfers between reserves and provisions -

- reduce Bad Debt Provision ((0.501)m
- creation of a 'City Deal for Young People' Reserve £0.100m
- transfer to Waste Reserve £0.401m

(6) the following net nil transfers between reserves and provisions to top up the Transformation Reserve created in March 2013 -

- reduce Icelandic Bank Reserve £(0.300)m
- delete Job Evaluation Contingency Reserve £(0.035)m
- reduce Job Evaluation / Equal Pay Reserve £(0.328)m
- delete Job Evaluation / Equal Pay Administration Reserve £(0.091)m
- delete VAT Repayment Reserve £(0.061)m
- delete Invest to Save Reserve £(0.135)m
- transfer to Transformation Reserve £0.950m

(7) that the capital financing requirement of £47.217m is noted and the borrowing requirement of £4.545m for 2013/14 is approved;

- (8) that the re-profiling changes to the capital programme identified during the outturn process, subsequent to Council approval in February 2014, is noted;
- (9) that the Chief Executive meets with Councillor Lowry (Cabinet Member for Finance) and Councillor Tuffin (Cabinet Member for Health and Adult Social Care) to review the budget with a view to providing additional support for adult social care and to report back to Cabinet on any findings.

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Subject: Financial Outturn 2013/14 (including Capital Programme update)

Committee: Cabinet

Date: 17 June 2014

Cabinet Member: Councillor Lowry

CMT Member: Malcolm Coe (Assistant Director for Finance)

Author: David Northey, Head of Corporate Strategy
Contact details Tel: 01752 305428
email: david.northey@plymouth.gov.uk

Ref:

Key Decision: No

Part: I

Purpose of the report:

This report is the final monitoring, or outturn, report for 2013/14 and details the financial monitoring position of the Council as at the end of March 2014.

The Revenue position for the year, assuming the transfers to and from reserves as proposed in the report are approved, is a net spend of £212.618m.

As is normal practice, this report proposes a number of adjustments to the financial accounts following the financial health review always undertaken by the Section 151 Officer at the end of the year. Decisions made as part of this report will feed into the Council's annual Statement of Accounts which is subject to external audit.

Following approval there will be a requirement for a transfer from the Working Balance, leaving a net working balance of £10.739m at 31 March 2014.

The final Capital outturn position for 2013/14 is £47.2174m.

The Brilliant Co-operative Council Corporate Plan 2013/14 – 2016/17:

In July 2013, the Council adopted a new Corporate Plan, to be a Brilliant Co-operative Council. The plan contains ambitious objectives around the themes of Pioneering, Growing, Caring and Confident Plymouth. It focuses on Co-operative values which will inform the way that the Council goes about its business.

This quarterly report is fundamentally linked to delivering the priorities within the Council's Corporate Plan and sets out how the Council allocates its limited resources to key priorities to maximise the benefits to the residents of Plymouth.

Implications for Medium Term Financial Plan and Resource Implications:

The 2013/14 was the final year of our initial three year financial plan covering 2011/12 to 2013/14. The revenue budget set an ambitious target of reducing spend by £17.6m in year, which is over 8% of the total budget. The final outturn at the end of the year was just £0.058m more than the budget target that we set, which is a tremendous achievement and testament to the strong financial management and discipline across all areas of the council.

Balancing the budget without the need to draw down against our financial reserves provides us with a strong foundation to address the challenges ahead. However, there are specific areas of departmental service pressure that continue to present us with significant financial risk moving forward, mainly in relation to our Co-operative Commissioning and Adult Social Care programme where costs exceeded the budget by £2.1m at year end. With increasing client numbers linked to people living longer, there is even more need to join in partnership with colleagues from health to place our combined limited funding into preventative work, supporting people to live healthy live-styles within the community.

The Medium Term Financial Forecast will now be updated to take account of the outturn position as detailed in this report

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

In considering the budget variations for the year, Directors will identify any potential risks to delivering the budget in future years. These will be monitored as part of the corporate reporting process.

All actions taken as part of the Corporate Health adjustments have been considered for their impact on: council priorities, legal obligations, customers and other services and partners.

Equality and Diversity

We have given due-regard to our Public Sector Equality Duty for all relevant management actions.

Recommendations and Reasons for recommended action:

That Cabinet:-

1. note the provisional outturn position as at 31 March 2014
2. note the additional, unbudgeted, income included as part of the “Corporate Health Adjustments” for 2013/14 from:
 - The Devon-wide Business Rates Pool £ (0.479)m
 - Small Business Rates Relief £ (1.004)m
3. approve the additional transfers to and from reserves reflected in the “Corporate Health Adjustments” within the outturn figures:
 - Transfer to Pensions Reserve £ 0.500m
 - Transfer to Redundancy Reserve £ 0.781m
 - Creation of a Skills Agenda Reserve £ 0.100m
 - Creation of a 100th Year Celebration Reserve £ 0.400m
 - Reduce the Insurance Reserve £ (0.454)m

4. note the adjusted revenue deficit for the year of £0.58m and approve that this be met by a transfer from the General Fund Working Balance.
5. approve the following net nil transfers between reserves and provisions:
 - Reduce Bad Debt Provision £(0.510)m
 - Creation of a “City Deal for Young People” Reserve £ 0.100m
 - Transfer to Waste Reserve £ 0.410m
6. Approve the following net nil transfers between reserves and provisions to top up the Transformation Reserve created in March 2013:
 - Reduce Icelandic Bank Reserve £(0.300)m
 - Delete Job Evaluation Contingency Reserve £(0.035)m
 - Reduce Job Evaluation / Equal Pay Reserve £(0.328)m
 - Delete Job Evaluation / Equal Pay Administration Reserve £(0.091)m
 - Delete VAT Repayment Reserve £(0.061)m
 - Delete Invest to Save Reserve £(0.135)m
 - Transfer to Transformation Reserve £ 0.950m
7. note the capital financing requirement of £47.217m and approve the borrowing requirement of £4.545m for 2013/14.
8. note the re-profiling changes to the capital programme identified during the outturn process subsequent to Council approval in February 2014.

Alternative options considered and rejected:

None considered.

Published work / information:

The Local Government Act 2003 and the Local Authorities (Capital Finance and Accounting) (England) [Regulations](#) 2003

Capital Financing [Regulations](#) (2012)

Background papers:

None

Sign off:

Fin	mc14 15.08	Leg	LT 2040 5	Mon Off	DS	HR		Assets		IT		Strat Proc	
Originating SMT Member: Malcolm Coe													
Have the Cabinet Members agreed the contents of the report? Yes													

**Plymouth City Council
Finance Monitoring – 2013/14
Quarter 4 Outturn at 31 March 2014**

I. Introduction

I.1 This report reviews the Council's financial performance for the year ended 31 March 2014.

I.2 It is appropriate, given the financial challenges facing the Council in the next financial year and the medium term, that as part of reporting the final position for 2013/14 further consideration is now given to future levels of the Working Balance and reserves. As is normal practice at this time of year, the Chief Finance Officer, the Assistant Director for Finance is recommending a number of adjustments to provisions and reserves within the report.

I.3 The outturn figures will now feed into the Council's formal Statement of Accounts, which will include the balance sheet position. Under the Accounts and Audit Regulations 2011 the Assistant Director for Finance, as the Council's Section 151 Officer, is required to formally approve the accounts by 30 June 2014. The external auditor is required to audit the accounts by 30 September – the statutory deadline for their publication; the Audit Committee will be formally asked to approve the final accounts for the year following completion of the audit.

I.4 This report contains the following sections and appendices:-

- **Section A Revenue Finance**
- **Section B Capital Programme**

- Appendix A Revenue outturn variances by department 2013/14
- Appendix B Trading Account outturn 2013/14
- Appendix C Movement in Reserves Summary 2013/14
- Appendix D Movement in Provisions Summary 2013/14

SECTION A REVENUE FINANCE**2. General Fund Revenue Budget**

2.1 Council approved a net revenue budget of £212.560m for 2013/14 at its meeting on 25 February 2013. Table I below provides a summary of the Council's overall revenue expenditure and compares the draft outturn with the latest approved budget.

2.2 The trading accounts are all within the Place Directorates and a summary is provided at Appendix B.

2.3 Table I End of year revenue outturn by Directorate

Directorate	Latest Approved Budget	Actual Outturn 2013/14	Variance prior to adjustments	Corporate Health and other adjustments proposed	Adjusted Outturn 2013/14	Variation to budget post proposed adj.
	£m	£m	£m	£m	£m	£m
Executive Office	2.225	2.320	0.095	(0.098)	2.222	(0.003)
Corporate Items	6.285	6.098	(0.187)	(0.058)	6.040	(0.245)
Corporate Services	30.538	30.224	(0.314)	0.000	30.224	(0.314)
People	130.483	131.345	0.862	0.000	131.345	0.862
Place	43.029	42.787	(0.242)	0.000	42.797	(0.242)
Total	212.560	212.774	0.214	(0.156)	212.618	0.058

2.4 The monitoring report received by Cabinet on 11 February 2014 forecast a revenue outturn position of £0.993m over spend at the year end, and officers were tasked with continuing to take actions to reduce the overspend. Revenue spend has reduced by £0.779m over the last three months of the financial year which reduced the end of year overspend, before adjustments, to £0.214m.

2.5 The main overspend was Co-operative Commissioning and Adult Social Care, with a final outturn position of £2.1m overspend. Management action to contain this overspend included measures around sign off of spend at the front door and a review of high cost packages.

2.6 Other savings within the directorate reduced the overall People directorate overspend to £0.862m.

2.7 Across the Council, management actions to reduce the overspend included the introduction of a time-limited Voluntary Release Scheme (VRS) which resulted in 45 members of staff choosing to leave the authority's employment, produced savings in excess of £0.150m; all departments undertook a full review of their discretionary spend and delayed expenditure wherever possible.

- 2.8 The Corporate revenue contingency of £1.3m was established to fund one-off in-year budget pressures; as drawdown against this contingency have been authorised, we have released the unrequired balance of £0.500m has resulted in an increased underspend on Corporate Items.

3 2013/14 Financial Health Review

- 3.1 As part of consideration of the outturn position, and before officially 'closing the accounts', it is necessary to review the Council's overall financial health position, looking not only at the outturn position for the year, but reviewing the adequacy of reserves and provisions in the light of pressures identified over the short to medium term. Decisions made feed into the Council's statutory Statement of Accounts which is subject to external audit.
- 3.2 As an integral part of the financial health review the Assistant Director for Finance and Corporate Management Team (CMT) are recommending the following Corporate Health Adjustments, including transfers to and from reserves, which amount to a net £(0.156)m:

- a. Transfer to Pension Reserve £0.500m

The Council's contribution rate has increased for 2014/15 following the triennial review which concluded in March 2014. The contribution rate is based on a minimum funding contribution towards the legacy deficit position. With a reducing workforce, it is likely we will face a shortfall in our contribution in 2014/15. Any annual shortfalls are required to be met by the Council and this totalled £1.036m in 2013/14. It is proposed to top-up the balance from this outturn adjustment and a review of reserves and provisions to allow for potential payments in 2014/15.

- b. Transfer to Redundancy Reserve £0.781m

The balance brought forward 1 April 2013 of £1.722m was reduced to £0.922m following the transfer of £0.800m to the Waste Reserve as part of the 2014/15 budget recommendations. During the financial year 2013/14 we drew down £1.071m to fund redundancy payments with a further drawdown of £0.332m spent to fund our Voluntary Release Scheme (VRS), leaving an unadjusted closing balance of £(0.481)m. This transfer into the reserve of £0.781m will give a carry forward balance of £0.300m towards funding redundancies during 2014/15.

- c. Transfer to Skills Agenda Reserve £0.100m

The Council has made a commitment to looking at developing the skills agenda in the city with the expenditure planned during 2014/15.

- d. Creation of a 100th Year Celebration Reserve £0.400m

The Cabinet meeting 10 December 2013 approved the allocation of £0.395m to fund a series of significant events during July 2014, as part of Plymouth's 100 year celebrations. One of the events, which will showcase the very best that the city has to offer, has subsequently been confirmed as the Music TV channel (MTV) which will "crash" Plymouth with live concerts and inserts of the city being broadcast across the world.

e. Transfer from Insurance Reserve £(0.454)m

Following a full review of our claims history, as part of the closedown procedures, we are able to release the amount of £0.454m from our Insurance Reserve. This will leave a balance to carry forward into 2014/15 of £1.3m.

f. Additional Business Rates 2013/14 £(0.479)m

Following changes to the collection of National Non Domestic Rates (NNDR), more commonly known as Business Rates, all of the Local Authorities across Devon set up a Business Rates Pool. This allows the authorities to share any benefits as a result of growth within the Pool. Plymouth City Council did not include any estimated additional income in the 2013/14 budget; the benefit for the year has now been confirmed as £0.479m and is being recognised as part of the Corporate Health Adjustments.

g. Additional Small Business Rates Relief 2013/14 £(1.004)m

Following changes by Central Government to the allocation of the Small Business Rates Relief for 2013/14, Plymouth City Council did not include any estimated additional income in the 2013/14 budget; the benefit for the year has now been confirmed as £1.004m and is being recognised as part of the Corporate Health Adjustments.

Reserves and Provisions at 31 March 20143.3 Working Balance**Table 2 Working Balance**

Approval of the actions outlined above would leave a Working Balance at 31 March 2014 of £10.739m.

	31 March 2103	Less Outturn	31 March 2014
Working Balance	£10.797m	£0.058m	£10.739m

A working balance of £10.739m equates to approximately 5.2% of the net revenue budget for 2014/15 of £204.680m and remains in line with the approved Medium Term Financial Strategy (MTFS) which is to maintain a Working Balance of at least 5%.

3.4 Earmarked Reserves and Provisions

3.4.1 In addition to the Working Balance, the Council maintains a number of reserves which may be required for statutory purposes or set up voluntarily to earmark resources for future spending plans. Assuming the corporate health adjustments outlined above are approved, the Council's earmarked reserves will stand at £27.366m at 31 March 2014 (up from £24.271m at 31 March 2013). This includes schools balances and reserves of £9.516m (up from £6.428m). At this point the details of the Tamar Bridge and Torpoint Ferry accounts have not been received from Cornwall Council who prepare the accounts and so any balances relating to this activity cannot be updated.

3.4.2 These figures are subject to change as the final statement of accounts is produced over the next month but any changes should be minimal. Appendix C shows the provisional movement in the reserves over the year, together with the main purpose of the reserve.

3.4.3 The Council has a number of budget provisions set up to meet known liabilities. Provisions are compulsory and required to comply with accounting standards. The balance on the provisions at year end together with movement in the year is outlined in Appendix D.

3.4.4 Officers have undertaken a review of provisions and reserves to assess their adequacy to meet known or estimated commitments. As a result of this the following net nil transfers between reserves and provisions are suggested:

- Reduce Bad Debt Provision by £0.510m to reflect increased collection rates
- Transfer £0.100m to a “City Deal for Young People” Reserve

3.4.5 Transformation Reserve

As part of the 2012/13 Outturn Report and following a recommendation from Cabinet to full Council agreed on 10 June 2013, a Transformational Change Reserve was created with a balance of £0.250m. During the financial year 2013-14, up-front costs for the preparation of the Transformation Programme have been met from this reserve. A further recommendation was made by Cabinet on 3 September 2013 to review earmarked reserves and balances to ensure that the Transformational Change Reserve was adequate to cover cash flow requirements for the period of 2013/14 to 2016/17. This recommendation was agreed by Council on 16 September 2013. The 3 Year Sustainable Budget report to Cabinet on 10 December 2013 reported a Transformational Change Reserve of £1.7m, to be fully drawn down by the end of March 2014.

The funding of the £1.7m was made up of the original £0.250m reserve balance, plus £0.500m included as part of the Corporate Items for 2013/14 and the following transfers totalling £0.950m:

• Reduce Icelandic Bank Reserve	£(0.300)m
• Delete Job Evaluation Contingency Reserve	£(0.035)m
• Reduce Job Evaluation / Equal Pay Reserve	£(0.328)m
• Delete Job Evaluation / Equal Pay Administration Reserve	£(0.091)m
• Delete VAT Repayment Reserve	£(0.061)m
• Delete Invest to Save Reserve	£(0.135)m

3.4.6 Schools Balances

At the end of the year there was a total of £9.516m (£6.428m March 2013) unspent monies against schools’ delegated budgets and other reserves. The main reasons why schools hold balances are: anticipation of future budget pressures usually arising from pupil number variations; to fund specific projects such as building works and IT; and to provide for the balance of Government grants paid during the financial year (April–March) which cover expenditure occurring across the academic year (September – August).

Recommendations:

That Cabinet:-

1. note the provisional outturn position as at 31 March 2014
2. note the additional, unbudgeted, income included as part of the “Corporate Health Adjustments” for 2013/14 from:
 - The Devon-wide Business Rates Pool £ (0.479)m
 - Small Business Rates Relief £ (1.004)m
3. approve the additional transfers to and from reserves reflected in the “Corporate Health Adjustments” within the outturn figures:
 - Transfer to Pensions Reserve £ 0.500m
 - Transfer to Redundancy Reserve £ 0.781m
 - Creation of a Skills Agenda Reserve £ 0.100m
 - Creation of a 100th Year Celebration Reserve £ 0.400m
 - Reduce the Insurance Reserve £ (0.454)m
4. note the adjusted revenue deficit for the year of £0.58m and approve that this be met by a transfer from the General Fund Working Balance.
5. approve the following net nil transfers between reserves and provisions:
 - Reduce Bad Debt Provision £(0.510)m
 - Creation of a “City Deal for Young People” Reserve £ 0.100m
 - Transfer to Waste Reserve £ 0.410m
6. Approve the following net nil transfers between reserves and provisions to top up the Transformation Reserve created in March 2013:
 - Reduce Icelandic Bank Reserve £(0.300)m
 - Delete Job Evaluation Contingency Reserve £(0.035)m
 - Reduce Job Evaluation / Equal Pay Reserve £(0.328)m
 - Delete Job Evaluation / Equal Pay Administration Reserve £(0.091)m
 - Delete VAT Repayment Reserve £(0.061)m
 - Delete Invest to Save Reserve £(0.135)m
 - Transfer to Transformation Reserve £ 0.950m

SECTION B CAPITAL PROGRAMME

4. Capital Programme

4.1 The final outturn position for 2013/14 is £47.217m which is shown by Directorate in the table below

Table 3 – Capital Outturn 2013/14

Directorate	Latest Budget £m	Re-profiling £m	Variations £m	Year end £m	Change £m	Total %
Place	18.890	(4.603)	(0.007)	14.280	(4.611)	76%
People	30.257	(1.035)	(0.242)	28.980	(1.277)	96%
Corporate Services	5.436	(1.411)	(0.067)	3.957	(1.479)	73%
Total	54.583	(7.049)	(0.316)	47.217	(7.367)	87%

4.2 The 2013/14 programme has enabled investment in some notable schemes, including £20m on building and maintaining schools and academies, £4m on removing potholes in roads, £1.9m on Disabled Facilities Grants, a £2m contribution towards the regeneration and modernisation of Plymouth Theatre Royal, supporting £1.6m of Vehicle and Plant replacement on an invest to save basis.

4.3 The year- end position highlights £7.049m re-profiling of schemes into 2014/15, many of these relate to transactions planned to take place towards the end of the year that have not quite come to fruition in time. The main areas are:

- £2.0m of transport schemes
- £1.0m Seaton Land acquisition
- £0.8m settling final account re Chelson Meadow
- £0.4m vehicle replacement

4.4 The main variation relates to a reduction in education spend because some academies have directly procured elements of wider projects that the Councils originally planned to procure for them.

Capital Financing

4.5 Table 4 below shows the final financing position:

Table 4 – Financing of 2013/14 Capital Programme

Method of Financing	£m
Total Unsupported Borrowing	4.545
Capital Receipts	3.114
Grants	34.138
Contributions	0.992
Section 106 / RIF	1.186
Direct Revenue Financing	3.242
Sub-Total Other Financing	42.672
Total Capital Financing	47.217

Recommendations:

That Cabinet:-

7. note the capital financing requirement of £47.217m and approve the borrowing requirement of £4.545m for 2013/14.
8. note the re-profiling changes to the capital programme identified during the outturn process subsequent to Council approval in February 2014.

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OUTTURN VARIANCES BY DEPARTMENT 2013/14

APPENDIX A

DEPARTMENTS	Latest Approved Final	Actual Outturn	Health Adj.	Outturn	Outturn Variation
	£'000	£'000	£'000	£'000	£'000
Executive Office					
Chief Executives Office	1,535	1,549	(98)	1,451	(84)
Departmental Management	690	771	0	771	81
Total Executive Office	2,225	2,320	(98)	2,222	(3)
Corporate Items					
Capital Financing	9,458	8,800	0	8,800	(658)
Major Projects	0	9	0	9	9
Other Corporate Items	(3,173)	(2,710)	(58)	(2,768)	405
Total Corporate Items	6,285	6,098	(58)	6,040	(245)
Corporate Services					
Finance, Efficiencies, Technology & Assets	17,396	17,391	0	17,391	(5)
Democracy & Governance	4,933	4,919	0	4,919	(14)
Customer Services	5,030	4,834	0	4,834	(196)
Human Resources & Organisational Development	2,917	2,773	0	2,773	(144)
Departmental Management	262	307	0	307	45
Total Corporate Services	30,538	30,224	0	30,224	(314)
People Directorate					
Childrens Social Care	26,330	26,601	0	26,601	271
Co-operative Commissioning & Adult Social Care	73,849	75,990	0	75,990	2,141
Education, Learning & Family Support	18,214	17,544	0	17,544	(670)
Homes & Communities	11,849	10,949	0	10,949	(900)
Management and Support	241	261	0	261	20
Public Health *	0	0	0	0	0
Total People Directorate	130,483	131,345	0	131,345	862
Place Directorate					
Economic Development	1,903	1,966	0	1,966	63
Transport & Infrastructure	14,612	14,519	0	14,519	(93)
Planning	1,960	1,941	0	1,941	(19)
Environmental Services	25,121	24,871	0	24,871	(250)
Management & Support	(567)	(510)	0	(510)	57
Total Place Directorate	43,029	42,787	0	42,787	(242)
Total General Fund budget	212,560	212,774	(156)	212,618	58

* Public Health is a net nil budget as fully funded via Government Grant

TRADING ACCOUNT OUTURN 2013/14

APPENDIX B

Activity	Trading Estimates	Outturn	Variation	Comments
	£'000	£'000	£'000	
City Market (inc Street Trading)	0	0	0	City Market Activities are run on a net nil budget requirement basis and outturn position is as budgeted.
Off/On Street Parking	(1,657)	(1,629)	27	Customer demand affected by adverse weather conditions over later part of financial year.
Taxi Trade	(114)	(94)	20	Deficit on trading account due to a reduction in Private Hire licence fees in order to manage trading reserve levels in line with
Total Trading	(1,771)	(1,723)	47	

Movement in Reserves Summary 2013/14

Appendix C

High Level Summary group	Balance as at 31/03/2013 £000	Transfers to Reserves 13/14 £000	Transfers from Reserves 13/14 £000	Balance as at 31/03/2014 £000	
Trading Account & other statutory reserves	(268)	(2,513)	2,345	(436)	
Education/schools Earmarked reserves	(6,428)	(8,098)	5,010	(9,516)	
Commuted maintenance	(350)	(2,678)	39	(2,989)	
Earmarked General Reserves	(15,598)	(7,150)	10,016	(12,732)	
Other Ring fenced Reserves	(1,008)	(234)	195	(1,047)	
Other Reserves	(619)	(53)	26	(646)	
Working balance	(10,797)	0	58	(10,739)	
Total	(35,068)	(20,726)	17,689	(38,105)	

All figures in £000

Summary group	Balance as at 31/03/2013 £000	Transfers to Reserves 13/14 £000	Transfers from Reserves 13/14 £000	Balance as at 31/03/2014 £000	Purpose of Reserve
Trading Account & other statutory reserves					
Off Street Parking	0	(963)	963	0	Represents Accumulated trading position
On Street Parking	0	(1,342)	1,342	0	Represents Accumulated trading position
City Market	0	(86)	40	(46)	Represents Accumulated trading position
Taxis	(230)	(99)	0	(329)	Represents Accumulated trading position
Street Trading	(9)	(1)	0	(10)	Represents Accumulated trading position
Land Charges Development Fund	(29)	(22)	0	(51)	To fund improvements in the LLC service
Education/schools Earmarked reserves					
Education Carry Forwards	(14)	0	0	(14)	Schools ring-fenced resources mainly from grants
School Budget Share	(5,010)	(8,086)	5,010	(8,086)	Previously shown as a separate reserve. Represents schools balances under delegated budgets

Summary group	Balance as at 31/03/2013 £000	Transfers to Reserves 13/14 £000	Transfers from Reserves 13/14 £000	Balance as at 31/03/2014 £000	Purpose of Reserve
PFI reserves	(1,377)	(8)	0	(1,385)	PFI credits towards the schools PFI contract at Wood View are received in equal instalments over the course of the contract. This reserve enables the matching of the credits to actual expenditure incurred from year to year.
Beechwood Campus Drs Surgery Reserve	(27)	(4)	0	(31)	transfer from revenue account difference between rent rec'd and unsupported borrowing cost, this is needed to pay final year of rent (contract for 25 years but surgery only paying 24)
<u>Commuted Maintenance</u>	(350)	(2,678)	39	(2,989)	Revenue contribution from developers /section 106 agreements to provide for future maintenance over a period of years
Insurance and Risk Management Reserves	(1,617)	0	349	(1,268)	To meet any unforeseen/increased costs of insurance claims or works to minimise insurance risk. The fund is available to meet the costs of urgent health and safety works that cannot be contained within existing budgets.
Budget Carry Forwards	(696)	(589)	504	(781)	various agreed c/forwards in General Reserve code
JE contingency	(52)	0	52	0	Utilised in 2010/11 budget to fund successful appeals
Pensions Fund	(1,103)	(500)	1,036	(567)	Following the triennial pensions review the council's contribution rate has been held at current levels for the next three years. However, this is on the understanding that contributions into the fund remain at least at 13/14 levels. Any shortfall will require a one off lump sum payment in year 3. Given further outsourcing, transfer of schools to academies and the anticipated reduction in workforce, it is likely that a shortfall will be incurred.
Redundancies	(1,722)	(782)	2,204	(300)	To meet potential costs of redundancies, including strain payments to the pension fund
Urban Enterprise Fund	(702)	0	261	(441)	Match funding to ensure that Plymouth gains access to the European funding available to the region to support Urban Enterprise
Capital Reserve	(665)	0	647	(18)	To be used to support the capital programme and potential shortfall in capital receipts

Summary group	Balance as at 31/03/2013 £000	Transfers to Reserves 13/14 £000	Transfers from Reserves 13/14 £000	Balance as at 31/03/2014 £000	Purpose of Reserve
Job Evaluation/Equal Pay	(700)	(528)	328	(900)	To support the ongoing JE appeals process as well as potentially increased revenue costs if current claims are successful at tribunal. A sum of £0.350m has been set aside. In accordance with accounting regulations a provision for potential claims must be set up, but Capital Financing Regulations only require the Council to actually charge the revenue accounts when claims are actually paid. The provision is therefore offset by a negative reserve entry of £1.843m giving a net negative reserve of £1.493m.
Invest to Save Reserve	(135)	(17)	152	0	Reserve set up using balances released from other reserves. To be used to support/pump prime invest to save initiatives to deliver budget savings over the medium term.
Recovery costs - Icelandic Banks	(400)	0	315	(85)	Allowance for investment losses of the money invested in the Icelandic banks. Reserve currently meeting the ongoing legal costs and borrowing costs from utilising the capitalisation direction in 09/10.
Grants carry forward	(1,226)	(336)	815	(747)	Under IFRS all grant income must be released to revenue unless there are pay back conditions attached. Previously unspent balances at year end would have been carried forward as a creditor accrual. This is no longer permitted and authorities are required to use their locally approved reserve mechanisms to carry balances forward. This reserve therefore reflects unspent balances on ring-fenced grant income at the year end, where there are continuing commitments.
Waste Reserve	(800)	(892)	890	(802)	Reserve set up to proactively provide and manage the future budget shortfall due to increasing landfill tax liability pending the new energy from waste plant becoming operational.
Stock transfer residual liabilities	(1,005)	0	0	(1,005)	Stock transfer remaining liabilities
Life Centre Dowry	(450)	0	0	(450)	Creation of Life Centre Dowry to release Sport England Grant Retention for capital scheme

Summary group	Balance as at 31/03/2013 £000	Transfers to Reserves 13/14 £000	Transfers from Reserves 13/14 £000	Balance as at 31/03/2014 £000	Purpose of Reserve
Mortgage Rescue Scheme Reserve	(79)	0	79	0	Part of the wider homelessness prevention strategies, this reserve holds government funding received in relation to the Preventing Repossessions Fund and the balance of funding for the Mortgage Rescue Fund
Plan for Jobs	(500)	0	100	(400)	Revenue support to Plan for Jobs scheme
Investment Fund	(1,340)	(500)	181	(1,659)	Revenue reserve relating to Investment Fund
CEDT reserve	(50)	0	8	(42)	Reserve to support developing a new Community Economic Development Trust in the City
Transformational Change Reserve	(250)	(1,450)	1,484	(216)	Reserve to fund the acceleration of the Corporate Transformation Programme
Plymouth Plan reserve	0	(168)	0	(168)	Unspent part of funding from contingency in 13/14
100th Year City Celebration Reserve	0	(400)	0	(400)	For celebration events during 2014
Skills Agenda	0	(100)	0	(100)	
City Deal for Young People	0	(100)	0	(100)	
Tamar Bridge & Torpoint Ferry	(1,495)	(763)	0	(2,258)	Plymouth's 50% share of the operations ring-fenced reserves
Other Ring-fenced Reserves					
DRCP	(153)	0	63	(90)	Reserve set aside to meet future expenditure in Devonport, in lieu of grant funding in 2007/08, and fund DNM post
Tamar house - Commercial rents sinking fund	(276)	(235)	8	(503)	RDA rents sinking fund Tamar House - name changed to Commercial Property Client Account
A386 Park & Ride Leased Spaces	(490)	1	44	(445)	Upfront payment from PCT for leased spaces at George Park & Ride site. Released to revenue annually in lieu of rental income.
Other Reserves	(708)	(78)	106	(680)	All reserves have been reviewed and confirmed as required to meet specific policy commitments
Sub Total Earmarked Reserves	(24,271)	(20,726)	17,631	(27,366)	
Working Balance	(10,797)	0	58	(10,739)	General Balance available to meet unforeseen expenditure.
Total Reserves	(35,068)	(20,726)	17,689	(38,105)	

MOVEMENT IN PROVISIONS 2013/14

APPENDIX D

DESCRIPTION	Balance as at 31/03/2013 £000s	Provisions made in year £000s	Provisions used in year £000s	Balance as at 31/03/2014 £000s
Liability for Utilities	(270)		270	0
Outstanding judicial review	(22)		22	0
LATS Purchase for 2012/13	(33)		33	0
Music Tutors	(100)		1	(99)
Landfill Site Provision	0	(9,214)	420	(8,794)
Business Rate Appeals	0	(1,380)	704	(676)
Backdated equal pay	(872)		176	(696)
Liability for BMW Landfill usage	(274)	(3)	277	0
Other Provision Total	(1,571)	(10,597)	1,903	(10,265)
Insurance Provision Total	(6,404)	(1,754)	1,584	(6,574)
GF Bad Debts Total	(1,956)	(103)	737	(1,322)
Other Bad Debt Provisions Total	(5,495)	(400)	251	(5,644)
Grand Total	(15,426)	(12,854)	4,475	(23,805)

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