



#plymcabinet

**Democratic Support**

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## CABINET

Tuesday 11 November 2014  
2.00 pm  
Council House (Next to the Civic Centre), Plymouth

**Members:**

Councillor Evans, Chair  
Councillor Peter Smith, Vice Chair  
Councillors Coker, Lowry, McDonald, Penberthy, Jon Taylor, Tuffin and Vincent.

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

This agenda acts as notice that Cabinet will be considering business in private if items are included in Part II of the agenda.

This meeting will be broadcast live to the internet and will be capable of subsequent repeated viewing. By entering the Warspite Room and during the course of the meeting, Councillors are consenting to being filmed and to the use of those recordings for webcasting.

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**Tracey Lee**  
Chief Executive

# **CABINET**

## **AGENDA**

### **PART I (PUBLIC MEETING)**

#### **1. APOLOGIES**

To receive apologies for absence submitted by Cabinet Members.

#### **2. DECLARATIONS OF INTEREST (Pages 1 - 2)**

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

#### **3. MINUTES (Pages 3 - 8)**

To sign and confirm as a correct record the minutes of the meeting held on 21 October 2014.

#### **4. QUESTIONS FROM THE PUBLIC**

To receive questions from the public in accordance with 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](mailto:democraticsupport@plymouth.gov.uk). Any questions must be received at least five clear working days before the date of the meeting.

#### **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. CORPORATE PERFORMANCE REPORT QUARTER 2 2014/15 (Pages 9 - 36)**

Tracey Lee (Chief Executive) will submit the quarter two 2014/15 Corporate Performance monitoring report which will show progress and the emerging trends of the Corporate Plan and the progress of the new 50 pledges. Also attached will be a summary of the progress on the key actions and performance measures, a highlight report which provides more detail of the Corporate Plan monitoring and a progress report of the 2014 pledges

**7. CUSTOMER SERVICE STRATEGY 2015-2018 (Pages 37 - 102)**

Kelechi Nnoaham (Director for Public Health) will submit a report on the draft Plymouth City Council Customer Service Strategy 2015 – 2018 which will act as the framework for all future customer service initiatives to be delivered as part of the Customer and Service Transformation Programme.

**8. A PLAN FOR TACKLING HEALTH INEQUALITIES IN THE CITY OF PLYMOUTH TO FOLLOW**

Kelechi Nnoaham (Director of Public Health) will submit a report seeking approval and adoption of a plan for addressing health inequalities in Plymouth.

**9. CAPITAL AND REVENUE MONITORING REPORT 2014/15 (Pages 103 - 116)**

The Corporate Management Team will submit a report outlining the finance monitoring position of the Council as at the end of September 2014 and will provide details on how the Council is delivering against its financial measures using its capital and revenue resources. The report will also seek approval of relevant budget variations, virements and the revised capital budget following the addition of new capital schemes and other movements for the quarter two period.

**10. CREDIT UNION SCHOOL INITIATIVE 'STARTER-4-TEN' TO FOLLOW**

The Assistant Director for Finance will submit a report on a proposal to provide children and young people with an opportunity to open a savings account with a credit union and provide training in the importance of managing money.

**11. FUTURE DELIVERY OF HIGHWAYS' SERVICES TO FOLLOW**

Anthony Payne (Strategic Director for Place) will submit a report on the future delivery of Highways' Services.

A separate private report will also be submitted containing commercially sensitive details.

**12. INTEGRATED COMMISSIONING - BUILDING 'ONE SYSTEM, ONE BUDGET' (Pages 117 - 170)**

Following approval of the business case for Integrated Commissioning by Cabinet on 15 July 2014, Carole Burgoyne (Strategic Director for People) will submit a report seeking endorsement of a series of recommendations that will allow the Integrated Commissioning project to move towards its next stage.

A background paper (the equality impact assessment of the Integrated Health and WellBeing Programme) can be accessed at the Council's website Council and Democracy/Councillors and Committees/Library/Cabinet background papers or using the following hyperlink –  
<http://tinyurl.com/q3d6bmh>

**13. INTEGRATED COMMUNITY HEALTH AND SOCIAL CARE DELIVERY (Pages 171 - 208)**

Following approval of the business case for Integrated Community Health and Social Care Delivery by Cabinet on 15 July 2014, Carole Burgoyne (Strategic Director for People) will submit a report seeking approval of the next steps towards integrated delivery, including the proposed high level operating model for Adult Social Care, transfer of staff and the detailed design to be implemented in partnership with staff and stakeholders.

A background paper (the equality impact assessment of the Integrated Health and WellBeing Programme) can be accessed at the Council's website Council and Democracy/Councillors and Committees/Library/Cabinet background papers or using the following hyperlink –  
<http://tinyurl.com/q3d6bmh>

**14. CO-OPERATIVE CHILDREN AND YOUNG PEOPLE'S SERVICES (Pages 209 - 252)**

Following approval of the outline business case for the Co-operative Children and Young People's Service by Cabinet on 15 July 2014, Carole Burgoyne (Strategic Director for People) will submit a report seeking approval of the business case that sets out how Plymouth City Council, in conjunction with partners, is to take forward Co-operative Children and Young People's Services in line with the priorities set out in the draft Plymouth Children and Young People's Plan 2014 – 2017.

The report will seek to ensure implementation of the following:

- Early Help capability;
- Targeted Services;
- New School Improvement System;
- Knowledge, Intelligence and Planning;
- Traded Services;
- Youth Services.

A background paper (the equality impact assessment of the Integrated Health and WellBeing Programme) can be accessed at the Council's website Council and Democracy/Councillors and Committees/Library/Cabinet background papers or using the following hyperlink –  
<http://tinyurl.com/q3d6bmh>

**15. PLYMOUTH ADULT AND COMMUNITY LEARNING SERVICE FULL BUSINESS CASE (Pages 253 - 280)**

Following approval of the outline business case for the Co-operative Children and Young People's Service by Cabinet on 15 July 2014, Carole Burgoyne (Strategic Director for People) will submit a report seeking approval of the Full Business Case that sets out how Plymouth Adult and Community Learning Service (PACLS) will establish a Community Joint Venture company in conjunction with Shekinah and Plymouth YMCA, as well as staff representatives from the current PACLS service.

A separate private report is also submitted on confidential details.

A background paper (the equality impact assessment of the Integrated Health and WellBeing Programme) can be accessed at the Council's website Council and Democracy/Councillors and Committees/Library/Cabinet background papers or using the following hyperlink –

<http://tinyurl.com/q3d6bmh>

**16. TRANSITION SUPPORT FOR YOUNG PEOPLE INTO EDUCATION, EMPLOYMENT AND TRAINING (Pages 281 - 294)**

Carole Burgoyne (Strategic Director for People) will submit a report on the proposed business case for the contract for transition support for young people into education, employment and training which will be tendered as a Peninsula tender on behalf of Plymouth City, Cornwall, Devon County and Torbay Councils and with Plymouth as the lead authority, in an open or restricted competitive tender, dependent on response to the soft market test.

A separate private report is also submitted on commercially sensitive details.

**17. PRIMARY BASIC NEED - AWARD OF CONTRACTS (Pages 295 - 302)**

Carole Burgoyne (Strategic Director for People) will submit a report on the award of a contract for works to be undertaken at schools within the city to ensure that the city has sufficient school places available to meet its statutory obligations.

The works will deliver two new builds at Knowle Primary School and St Matthew's CE Primary and Nursery Academy School along with two expansions at Holy Cross Roman Catholic Primary School and Woodford Primary School.

Funding for the projects has been provided through Targeted Basic Need, Basic Need and unringfenced Council resources.

**18. CONTRACT AWARD FOR THE PROCUREMENT OF ADVOCACY SERVICES (Pages 303 - 308)**

Carole Burgoyne (Strategic Director for People) will submit a report summarising the recent commissioning and tender process for a re-modelled advocacy service, and recommending the award of the contract to the winning provider.

This service will provide high quality, issue based advocacy that will encourage a culture of independence and support for people to express their own views, wishes, concerns, have their rights upheld, promote their health and wellbeing, and will safeguard vulnerable adults. It will support people to be empowered to make informed choices and decisions about their care and treatment and to take greater control over their lives

A separate private briefing paper is also submitted on the tender submission.

**19. AWARD OF CONTRACTS FOR COMMUNITY DOMICILIARY CARE SERVICES**

**(Pages 309 - 318)**

Carole Burgoyne (Strategic Director for People) will submit a report on the results of the procurement process by Plymouth City Council, in partnership with NHS NEW Devon Clinical Commissioning Group (Commissioners), to commission high quality personal care and support services for people in the city who are assessed as being in need of a service, whether they live in their own home or in supported accommodation. The report will summarise the recent tender process for eight contracts to deliver Community Domiciliary Care services.

- A separate private briefing paper is also submitted on the tender submission.
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A background paper (the equality impact assessment of the Integrated Health and WellBeing Programme) can be accessed at the Council's website Council and Democracy/Councillors and Committees/Library/Cabinet background papers or using the following hyperlink –

<http://tinyurl.com/q3d6bmh>

**20. CONTRACT AWARD - COMMUNITY EQUIPMENT SERVICE**

**(Pages 319 - 326)**

Carole Burgoyne (Strategic Director for People) will submit a report on the outcome of a tendering process to commission, in partnership with NEW Devon Clinical Commissioning Group, a high quality Community Equipment Service for people within the City of Plymouth and to recommend the award of the contract to the most economically advantageous tenderer.

The Community Equipment Service will provide both adults and children's equipment and minor adaptations (e.g. grab rails, fixed shower seats and ramps) up to the value of £1000.

A separate private report is also submitted on commercially sensitive details.

**21. 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 the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000. At the time this agenda is published no representations have been made that this part of the meeting should be in public and agreement has been obtained from Councillor James (Chair of the Co-operative Scrutiny Board) to consideration of item 23 (Plymouth Adult and Community Learning Service) in private.

(Members of the public to note that, if agreed, you will be asked to leave the meeting).

## **PART II (PRIVATE MEETING) AGENDA**

### **MEMBERS OF THE PUBLIC TO NOTE**

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

#### **22. FUTURE DELIVERY OF HIGHWAYS SERVICES (E3)**

Further to the report referred to in part I of the agenda, Anthony Payne (Strategic Director for Place) will submit a report on commercially sensitive details relating to the future delivery of Highways' Services.

#### **23. PLYMOUTH ADULT AND COMMUNITY LEARNING SERVICE FULL BUSINESS CASE (E3) (Pages 327 - 374)**

Further to the report referred to in part I of the agenda, Carole Burgoyne (Strategic Director for People) will submit a report on commercially sensitive details relating to the proposals for the Plymouth Adult and Community Learning Service.

#### **24. TRANSITION SUPPORT FOR YOUNG PEOPLE INTO EDUCATION, EMPLOYMENT AND TRAINING (E3) (Pages 375 - 378)**

Further to the report referred to in part I of the agenda, Carole Burgoyne (Strategic Director for People) will submit a report on commercially sensitive details relating to the proposed business case for the contract for transition support for young people into education, employment and training.

#### **25. CONTRACT AWARD FOR THE PROCUREMENT OF ADVOCACY SERVICES (E3) (Pages 379 - 382)**

Further to the report referred to in part I of the agenda, Carole Burgoyne (Strategic Director for People) will submit a private briefing paper relating to the contract award for advocacy services.

#### **26. AWARD OF CONTRACTS FOR COMMUNITY DOMICILIARY CARE SERVICES (E3) (Pages 383 - 390)**

Further to the report referred to in part I of the agenda, Carole Burgoyne (Strategic Director for People) will submit a private report on the award of contracts for Community Domiciliary Care Services.

#### **27. CONTRACT AWARD - COMMUNITY EQUIPMENT SERVICE (E3) (Pages 391 - 398)**

Further to the report referred to in part I of the agenda, Carole Burgoyne (Strategic Director for People) will submit a report including commercially sensitive details relating to the contract award for the Community Equipment Service.