

**Oversight and Governance**

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CABINET

Tuesday 12 February 2019
2 pm
Council House, Plymouth

Members:

Councillor Evans OBE, Chair

Councillor P Smith, Vice Chair

Councillors Haydon, Coker, Dann, Lowry, McDonald, Penberthy, Jon Taylor and Tuffin.

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

This meeting will be webcast and available on-line after the meeting. By entering the Council Chamber, councillors are consenting to being filmed during the meeting and to the use of the recording for the webcast.

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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

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

3. Minutes (Pages 1 - 6)

To sign and confirm as a correct record the minutes of the meeting held on 15 January 2019.

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, Ballard House, Plymouth, PL1 3BJ, or email to 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. Leader's Announcements

7. Monthly Activity Round Up

8. Pledge Update (Pages 7 - 16)

9. Budget Scrutiny Recommendations and Cabinet Response (to follow)

10. Capital and Revenue Budget 2019/2020 (to follow)

11. Revenue and Capital Monitoring Report Quarter 3 (Pages 17 - 38)

12. Corporate Performance Monitoring Quarter 3 (to follow)

13. Adult Education contract award

(Pages 39 - 72)

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Cabinet

Tuesday 15 January 2019

PRESENT:

Councillor Evans OBE, in the Chair.

Councillor P Smith, Vice Chair.

Councillors Haydon, Coker, Dann, Lowry, McDonald, Penberthy, Jon Taylor and Tuffin.

The meeting started at 2.00 pm and finished at 5.00 pm.

Note: The full discussion can be viewed on the webcast of the City Council meeting at www.plymouth.gov.uk. At a future meeting, the Council will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.

81. **Declarations of Interest**

There were no declarations of interest.

82. **Minutes**

Agreed the minutes of the meeting held on the 15 January 2019.

83. **Questions from the Public**

There were no questions from members of the public.

84. **Chair's Urgent Business**

There were no items of Chair's urgent business.

85. **Leader's Announcements**

Councillor Tudor Evans OBE (Leader) provided an update on –

- The latest Gross Value Added figure for Plymouth which was at +2.5%, above the Regional and National average;
- The Council will be undertaking direct development at Plymouth International Medical and Technology Park to deliver 1, 700 square metres of commercial work space;
- Works undertaken to Plymouth Pavilions as an enabler for Millbay Boulevard
- Highlights for 2019 will include Derry's Development, Drake Circus Leisure and The Range HQ along with work commencing on Oceansgate Phase two, Broadly Park and Langage Phase three.
- Lady Astor Statue Crowd funder - www.crowdfunder.co.uk/lady-astor-statue-100-campaign

86. **Monthly Activity Round Up**

Cabinet members provided an update on the work they had undertaken in the last month.

- a. Councillor Peter Smith (Deputy Leader) provided an update on –
 - Plymouth being named in the top 10 destinations to visit in 2019;
 - Mayflower 400 activity;
 - Cruise Britain and Cruise Liners expected to visit Plymouth;
 - Library opening on Christmas Day.
- b. Councillor Chris Penberthy (Cabinet Member for housing and Co-operative Development) provided an update on additional funding secured for Cities of Service;
- c. Councillor Jon Taylor (Cabinet Member for Education, Skills and Transformation) provided an update on –
 - Maintained Nursery School rated good by OFSTED;
 - Improvements at All Saints Academy
 - Work undertaken to improve OFSTED judgements through the Plymouth Challenge;
 - Apprenticeships Ambassador Event
 - Apprenticeship Fair on the 4th March 2019
 - Skills south west show 13/14 March 2019;
- d. Councillor Sue Dann (Cabinet Member for Environment and Street scene) provided an update on a Heritage Lottery Fund and National Trust project to improve Green Space in the City.
- e. Councillor Sally Haydon (Cabinet Member for Customer Focus and Community Safety) provided an update on Holocaust Memorial Day.
- f. Councillor Ian Tuffin (Cabinet Member for Health and Adult Social Care) provided an update on the recently published NHS Long Term Plan.
- g. Councillor Sue McDonald (Cabinet Member for Children and Young People) provided an update on the recently published OFSTED report in respect of Social Care services provided by the City Council.

87. **Pledge Update**

Councillor Mark Lowry (Cabinet Member for Finance) introduced the Pledge Update.

Cabinet Members highlighted–

- Co-operative and Mutual Development;
- Pledge 23 – Real Time Bus Information;
- Road and Pavement improvements;

- Pledge 71 – One hundred years since the Representation of the People Act was given royal assent, giving votes to women in the UK;
- 48 Pledges of 100 have been delivered.

Cabinet noted the update.

88. **National Marine Park**

Councillor Sue Dann (Cabinet Member for Environment and Street Scene) introduced the report on the National Marine Park. Following a video presentation and short debate Cabinet agreed to –

1. Adopt the leadership role in developing and designating the first National Marine Park for Plymouth Sound.

Reason: To drive forward the designation of the UK's first National Marine Park for Plymouth Sound as a city priority, working with partners and stakeholders.

2. Instruct officers to commence an engagement exercise on the Plymouth Sound National Marine Park.

Reason: To engage with communities, businesses and stakeholders to help shape the Plymouth Sound National Marine Park and ensure the City and surrounding communities value and recognise the new designation.

3. Work with Government departments to ensure the National Marine Park local designation has national recognition and enables the Plymouth Sound National Marine Park to be the first of a network of National Marine Park's across the country.

Reason: To ensure that the locally developed National Marine Park designation is meaningful at a national and international level and the work in Plymouth Sound can be used as a framework to deliver National Marine Park's across the country.

4. Continue to seek funding to support the development of the National Marine Park.

Reason: The development of the first National Marine Park will have national significance and is a fantastic opportunity to highlight the value of the marine environment. We will therefore be seeking external funding to help us to achieve a designation of such importance.

89. **Highways Asset Management**

Councillor Sue Dann (Cabinet Member for Environment and Street Scene) introduced the report on Highways Asset Management. Following a short debate Cabinet agreed to -

1. approve the revised highway infrastructure asset management policy, strategy and plan and they are adopted;
2. authorise the Head of Plymouth Highways, in consultation with the Cabinet Member for Environment & Street Scene, to make minor amendments to the documents and continue the development of the highway infrastructure asset management plan annexes. Any proposed changes to council policy will continue to be dealt with in accordance with the constitution.

90. **Highway Inspection Manual (2018)**

Councillor Sue Dann (Cabinet Member for Environment and Street Scene) introduced the report on Highways Asset Management. Following a short debate Cabinet agreed–

1. To approve the Highway Inspection Manual (2018) and that it is adopted herewith;
2. That the Head of Plymouth Highways, in consultation with the Cabinet Member for Environment & street scene, be given delegated authority to make minor amendments to the manual as required.

91. **Draft Budget 2019-20**

Councillor Mark Lowry (Cabinet Member for Finance) introduced the development Draft Budget for 2019 – 18. Councillor Lowry highlighted –

- a. Assuming no rise in Council Tax the current budget gap was £4.8 million due to a number of new cost drivers;
- b. There is no clarity from Government on the future of funding to the local authority following the end of the multi-year settlement in 2020;
- c. The Local Government Settlement ended the participation of Plymouth City Council in the Business Rates Retention Pilot and a further reduction of £6.79 million in Revenue Support Grant was also announced;
- d. Central Government funding streams are underfunding demand led council services.

Following a short debate Cabinet agreed to note the budget development for 2019/20.

92. **Council Tax Base**

Councillor Mark Lowry (Cabinet Member for Finance) introduced a report on the Council Tax Base and minor amendment to the Council Tax Support Scheme. Following a short debate Cabinet agreed to recommend that Council -

1. approves the Council Tax Base for 2019/20 as set out in the report;
2. approves the continuation of the current Council Tax Support Scheme for 2019/20 with a new paragraph added to clarify when the claim can be made as follows:
 - a. 69.2(d) *By means of an electronic notification to the Local Authority from the Department of Work and Pensions, generated when a claim to Universal Credit is made.*

3. use the powers described in paragraph 5.6 to apply a full council tax discount, effectively reducing the amount of council tax payable to zero, for Plymouth care leavers until they reach their 25th birthday.
4. remove the 50% discount for empty properties as set out in section 6 of the report.
5. Increase the premium for properties which have been empty for more than two years from 50% to 100% as set out in section 7 of the report.

93. **Tamar Bridge and Torpoint Ferry Revenue and Capital Budget 2019/20**

Councillor Mark Coker (Cabinet Member for Strategic Planning and Infrastructure) introduced a report on the Tamar Bridge and Torpoint Ferry Revenue and Capital Budget 2019/20.

Following a short debate, Cabinet agreed to recommend the Tamar Bridge and Torpoint Ferry Joint Committee's 2019/20 Revenue Estimates and Capital Programme to Council for approval.

94. **Gypsy, Roma, Traveller Temporary and Negotiated Stopping Places**

Councillor Chris Penberthy (Cabinet Member for Housing and Community Development) introduced a report on the Gypsy, Roma and Traveller Temporary and Negotiated Stopping places for Cabinets Consideration.

Councillor Penberthy moved slight amendments to Page 10 section 7.1 of the report as follows -

- Amend first paragraph last sentence to – *a temporary stopping place will not normally be used for more than 3 months in a nine month period*
- Amend second paragraph first sentence - *We will licence a temporary stopping place for a period of up to 6 weeks, and no site will be used for any longer than 3 months in a nine month period.*

Following a short debate, Cabinet agreed to –

1. approve the Gypsy Roma & Traveller Unauthorised Encampment Policy;
2. commence the process of identifying appropriate sites to enable the Council to implement this policy once the JLP has been approved.

95. **Special School Designation Review**

Councillor Jon Taylor (Cabinet Member for Education, Skills and Transformation) introduced a report on the Special School Designation Review. Following a short debate Cabinet agreed –

1. to re-designate all special schools to 'complex needs' from 1 September 2019. In addition to this, each school is described through a general and a specific criterion. Each of the specific criteria reflects the current designation of each special school, but

provides description to support work to match pupils to the most appropriate special school;

2. to proceed with the SEND Review of education provision 2018-21 and the associated implementation plan for 2018-2021. This includes a planned review of capacity within Special Schools as identified;
3. the capital plan projects for SEND to be presented to City Council Investment Board when feasibility studies have been completed.

96. **Alliance for People with Complex Needs Contract Award**

Councillor Ian Tuffin (Cabinet Member for Health and Adult Social Care) introduced a contract award report in respect of Alliance for People with Complex Needs.

Following a short debate Cabinet agreed to award a contract to the successful tenderers (hereinafter referred to as the “Plymouth Alliance”) under a single multi-party contract for a period of 5 years, plus an option to extend for a further 5 years (2+2+1).

The reason for the recommended action is that the current system for people with complex needs is not fit for purpose. Transformational change cannot be achieved given the present configuration of contracts and the following challenges:

- A growing number of people experiencing addiction, homelessness, offending and poor mental health as a result of changes in welfare reform, under-funding and increasing health inequalities.
- A broken system, with duplication, an inefficient use of resources, limited joined up working and poor access to mental health services and appropriate accommodation.
- Challenges in relation to increases in complexity, issues accessing sustainable accommodation, disjointed working, safer information sharing, managing risks and missed opportunities for timely interventions.

PLYMOUTH CITY COUNCIL

Subject: Completed Pledges
Committee: Cabinet
Date: 12 February 2019
Cabinet Member: Mark Lowry
CMT Member: Giles Perritt, Assistant Chief Executive
Author: Andrew Loton, Senior Performance Advisor
Contact Details Tel: 01752 307309
Email: Andrew.loton@plymouth.gov.uk
Ref:
Key Decision: No
Part: 1

Purpose of the report:

To provide a “pledge on a page” overview of pledges recently completed;

- **Pledge 19** We will start a programme to improve access for people in wheelchairs by providing more dropped kerbs and make it easier to get around.
- **Pledge 24** We will continue to roll out 20mph zones around our local schools and residential areas to keep pedestrians safe.
- **Pledge 39** The life-saving lifejacket scheme for Plymouth fishermen has been copied by many other councils. We will continue to give it our full support.
- **Pledge 44** Plymouth has an international reputation for marine science and technology. We need more children and parents to seize these opportunities and so we will offer schools the chance to showcase the best of Plymouth’s commercial and research experience in the classroom.
- **Pledge 72** Plymouth has the oldest Ashkenazi synagogue in the English-speaking world, and the recently listed Jewish cemetery (one of the oldest in the UK) means the Jewish community has deep roots here. That’s why it is time to make Holocaust Memorial Day a major Civic Event.
- **Pledge 77** Plymouth has too few blue plaques that celebrate and commemorate our city’s long history and high achievers. We will start a People’s Choice competition for new blue plaques that enable nominations, voting and crowd-funding of new blue plaques.
- **Pledge 88** We are committed to not charging organisations like Park Run to use Plymouth City Council land for major events.
- **Pledge 99** We will continue to deliver more renewable power generation and fight fuel poverty across the city. We will look for other opportunities for renewable energy generation across the city, including micro-generation.

Corporate Plan

The 100 Pledges have informed development of the Corporate Plan and therefore the Pledges have been adopted by the Council as part of delivery of the Corporate Plan and its associated performance management framework.

Pledge completion is undertaken fully in line with the Council's values.

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

All resource implications have been considered and incorporated within the MTFS and Business Plans.

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

Pledge completions complement the Council's existing policy framework with respect to the above.

Equality and Diversity

Where potential equality and diversity implications are identified from the implementation of any new activities arising from the pledge completion, assessments will be undertaken in line with the Council's policies.

Recommendations and Reasons for recommended action:

For Cabinet to note completion of pledges 19, 24, 39, 44, 72, 77, 88, 99.

Alternative options considered and rejected:

None:- This update forms part of the Council's agreed performance management framework.

Published work / information:

Background papers:

Title	Part I	Part II	Exemption Paragraph Number						
			1	2	3	4	5	6	7
Completed Pledges									

Sign off:

Fin	djn.18 .19.17 2	Leg	lt/318 29/04 01	Mon Off	lt/3 18 29/ 04 01	HR		Assets		IT		Strat Proc	
Originating SMT Member Giles Perritt													
Has the Cabinet Member(s) agreed the contents of the report? Yes													

FOR KEEPING PLYMOUTH ON THE MOVE

Pledge 19 – Provide more dropped kerbs to improve access for people in wheelchairs

What we said we would do: We will start a programme to improve access for people in wheelchairs by providing more dropped kerbs and make it easier to get around.

What we wanted to achieve: Programme for more dropped kerbs on key routes.

What we have done: Funding has been allocated and a new policy and prioritisation evaluation matrix is being developed in partnership with Plymouth Area Disabled Access Network (PADAN). A prioritised schedule has been developed for the re-profiling of existing defective dropped kerbs to make them suitable for use by people with disabilities, as well as the provision of new dropped kerbs. Delivery on the new dropped kerbs has commenced.

An application has been made to the Heritage Lottery Fund in respect of an accessibility audit by a professional auditor, in conjunction with PADAN of the Mayflower 2020 trail, with a view to implementing recommended dropped kerbs. The waterfront and city centre digital trails are likely to be audited separately.

Disabled access, including dropped kerbs, is being designed into and/or constructed within all of Plymouth City Council's major projects, including The Box, Derriford Transport Scheme, Forder Valley Link Road and Millbay Boulevard.

Plymouth City Council officers are also ensuring the adequate provision of disabled access, including dropped kerbs, in all third party development schemes.

What's next: We will continue to work closely with PADAN to finalise the policy and evaluation matrix, and in shaping and developing future programmes of dropped kerb provision and improvement.

We will seek to deliver trails that are accessible to all and continue to pursue funding opportunities to improve accessibility in the city.

Find out more!

Check [Newsroom](#) for our press release coming in February about our work on dropped kerbs.



FOR KEEPING PLYMOUTH ON THE MOVE

Pledge 24 – Roll out 20mph zones around our local schools and residential areas

What we said we would do: We will continue to roll out 20mph zones around our local schools and residential areas to keep pedestrians safe.

What we wanted to achieve: More 20mph zones/schemes/limits aimed at improving road safety for vulnerable road user journeys and quality of life for local residents.

What we have done: We have implemented traffic calming measures, by way of speed humps, to improve speed compliance in West Down Road. This is to ensure that motorists drive within the existing 20mph limit in this residential area. We have identified two further schemes, one of which is within the vicinity of a school. These schemes have completed designs and are now in the process of being consulted upon.

Our Civil Enforcement Teams are also focusing their efforts outside of school sites to ensure safe and compliant parking. They are advising motorists, in the first instance, of any potential offences that they may be committing. This creates a safer environment for school children to cross and move around the road space whilst travelling to and from school.

Our approach to this pledge is in line with the Council's 'Three Es' framework: Engineering, Education and Enforcement.

What's next: We will soon be implementing a new 20mph speed limit in North Prospect Road through the use of speed cushions and speed limit repeater signs as a traffic calming measure. We are also looking to implement 20mph speed limits and electronic flashing advisory signs in Furndale Road.

We will be working closely with schools in the future to identify further sites outside of schools where it would be appropriate to implement 20mph speed limits and other associated traffic calming features, and we will continue our 'Three Es' approach in order to keep pedestrians safe.

Continued funding for 2019/20 has been allocated in order to continue the prioritisation of the rolling programme of 20 mph zone schemes.

Find out more!

Here is a news story about our work to deliver the pledge:

<http://plymouthnewsroom.co.uk/council-invest-pavement-repairs-20mph-zones/>



FOR PLYMOUTH'S MARINE AND MARITIME ROLE

Pledge 39 – Support the lifejacket scheme for Plymouth fishermen

What we said we would do: The life-saving lifejacket scheme for Plymouth fishermen has been copied by many other councils. We will continue to give it our full support.

What we wanted to achieve: Plymouth fishermen will all have lifejackets to increase their safety.

What we have done: A scheme to keep fishing boat crews safer at sea has proved so successful that the Council is hoping to expand the project. A total of 250 life-jackets with personal locator beacons were given to people who earn their living at sea and contribute to Plymouth's economy as part of a scheme to help reduce loss of life and accidents within the local fishing industry.

The project has cross-party support, as well as support from the Inshore Fisheries Conservation Authorities, RNLI, Maritime Coastguard Agency and the fishing communities. The Council was awarded £77,000 from the European Maritime and Fisheries Fund and the Maritime Management Organisation (MMO) to help fund the project, which includes personal fitting and training carried out by supplier MarineCo.

What's next: A second opportunity for applications has been held and the Council received a further 60 applications. A quote for 60 units and the list of applicants has been submitted to the MMO to extend the original programme.

The Council has received enquiries from several organisations across the UK about how our scheme has worked and we have shared information, which has been well received.

Find out more!

Here is a news story about our work to deliver the pledge:

<http://plymouthnewsroom.co.uk/successful-life-jacket-scheme-expand>



FOR CHILDREN AND YOUNG PEOPLE

Pledge 44 – Showcase Plymouth’s commercial and research experience in the classroom

What we said we would do: Plymouth has an international reputation for marine science and technology. We need more children and parents to seize these opportunities and so we will offer schools the chance to showcase the best of Plymouth’s commercial and research experience in the classroom.

What we wanted to achieve: Young people, teachers, and parents/carers have more exposure to our marine activity, including commercial and research experience in and out of the classroom, to raise awareness of the value of this to our city, regionally, and nationally, as well as helping to sustain and enhance our international reputation for marine science and technology.

What we have done: Our city-wide STEM (science, technology, engineering and mathematics) co-ordinator has been in post since September 2018 and has started to deliver our STEM strategy based on growing, keeping and attracting STEM talent, which includes marine science and technology as key components.

We have designed and implemented innovative approaches of delivering outreach across the city with our 5E STEM Excellence model, which includes engaging with our young people and parents. We have also designed and implemented our calendar of marine and science technology events across the city as part of our STEM activity.

Additionally, we have engaged with school leaders regarding the importance of our marine heritage and the value of it to Plymouth in the Plymouth Challenge; showcased the value of our marine science heritage through the heralded ICE film; and established links with our new Marine Business Technology Centre (MBTC) at Oceansgate in order to promote the value of this and the opportunities that it brings locally.

What’s next: We will deliver our ambitious programme under the name of ‘Plymouth STEM Summer Spectacular’, which will be a month long celebration.

With the support of stakeholders and partners across the city, we will make use of our natural assets in the promotion of our marine science collateral, and we will hold one of our first competitions and celebrations of STEM using the Lido for two days in July 2019. July will also see our first STEM conference being held, which will show to our school and education partners the value of what we have achieved so far and the contribution that marine science makes to the city, as well as outlining our intentions for this year and for Mayflower and beyond.

We will develop further links and education programmes with the MBTC, both with young people and parents. We will also link schools with industry experts and the winning designs will be tested in the coastal wave tank on 6 November 2019. We will be developing our own Big Bang event in the city for the benefit of our young people and parents, with marine science as a key feature of this. A M400 Community Sparks funding application has been submitted for a M400 celebration day, work readiness programme, primary school teacher CPD day, and specific events.

In discussions with the Blue Foundation, we will be piloting the introduction of a marine science qualification into the curriculum, which will enable our young people to take advantage of and benefit from this wider offer.

Find out more!

Look out for [news stories](#) about our work to deliver this pledge.

OFFICIAL



FOR A SAFER, WELCOMING CITY

Pledge 72 – Make Holocaust Memorial Day a major Civic Event

What we said we would do: Plymouth has the oldest Ashkenazi synagogue in the English-speaking world, and the recently listed Jewish cemetery (one of the oldest in the UK) means the Jewish community has deep roots here. That's why it is time to make Holocaust Memorial Day (HMD) a major Civic Event.

What we wanted to achieve: We wanted to ensure that HMD 2019 was an event that attracted more people than ever before and that it concentrated on the many different communities that have been affected by both the Holocaust and subsequent genocides. We wanted an event that showed Plymouth will always stand up and support all communities.

What we have done: Residents in Plymouth were invited to participate in this year's Holocaust Memorial Day commemorations. There was a special public ceremony at the Peace Garden on Plymouth Hoe on Sunday 27 January 2019, the date of HMD, to remember all those who have died in the Holocaust and subsequent genocides. The ceremony was attended by over 200 people, with speakers from a wide range of different faiths and communities. The national theme of 2019's HMD was 'Torn From Home' and the year also marked the 25th anniversary of the genocide in Rwanda in 1994 when around one million people were murdered, so among the speakers at the event was the Rwandan born Rev. Osee Ntavuka.

Holocaust Memorial Day marks the anniversary of when, in 1945, the notorious death camp at Auschwitz-Birkenau was finally liberated and the true scale of what became known as the Holocaust, was recognised. Led by the Holocaust Memorial Trust, Holocaust Memorial Day remembers the six million Jewish men, women and children who died in ghettos, mass-shootings, and concentration camps before any survivors were liberated by allied troops in 1945. Gypsies and travellers, gay men, lesbians, black people, disabled people, trade unionists, and other minority groups were also persecuted by the Nazis. Locally, the event was recognised and organised on behalf of Plymouth City Council by the Plymouth Centre for Faiths and Cultural Diversity, supported by Transforming Plymouth Together and the Plymouth Council of Faiths.

What's next: We will use this year's event as a stepping stone to an even bigger Civic event for HMD 2020.

Find out more!

Here are some news stories about our work to deliver the pledge:

<http://plymouthnewsroom.co.uk/torn-home-plymouth-comes-together-mark-holocaust-memorial-day/>

www.plymouth.gov.uk/holocaustmemorialday

<https://www.youtube.com/watch?v=yuBNrWiVNk0>

<https://www.youtube.com/watch?v=BZQtcufSYKI>

<https://www.hmd.org.uk/activity/commemoration-event/>

<https://www.youtube.com/watch?v=yuBNrWiVNk0>

OFFICIAL



FOR A SAFER, WELCOMING CITY

Pledge 77 – Start a People's Choice competition for new blue plaques

What we said we would do: Plymouth has too few blue plaques that celebrate and commemorate our city's long history and high achievers. We will start a People's Choice competition for new blue plaques that enable nominations, voting and crowd-funding of new blue plaques.

What we wanted to achieve: We have held a consultation with the Hoe Neighbourhood Forum regarding plaques, particularly around the 100 years women's vote. As part of the 100th anniversary of the vote for women in 1918, four locations were identified to highlight the contribution of the suffrage movement in Plymouth:

- Home of Alison Vickers Garland, suffragist, author, playwright and pioneer of the women's political movement in Plymouth and Devon on Leigham Terrace, now part of Citadel Road
- Lodgings of four notable suffragette residents in Alfred Street
- Suffragette shop, meeting place and Maud Salter's typing school on Tavistock Road
- Portland Square, site of the home and surgery of Dr Rosa Bale, first women doctor in Plymouth and chair of local suffrage meetings.

What we have done: Permissions from the relevant property owners were successfully secured and the four new plaques were installed in December 2018 to tie in with the centenary of women voting in a General Election for the first time. Unveiling events were also held at Plymouth College of Art and on the University of Plymouth's campus to officially unveil the Suffragette Shop/Maud Slater typing school and Dr Rosa Bale plaques, respectively.

What's next: We are now moving on to phase two of this pledge – a people's choice competition. A list of 14 women (historic and contemporary) with connections to the city has been collated and the Plymouth Herald is keen to work with us to run an online poll. We would like to launch this as soon as possible, backed with a social media campaign that encourages the general public to cast their votes. We would then like to announce the top three on 8 March 2019 to coincide with International Women's Day 2019.

Find out more!

Here are some news stories about our work to deliver the pledge:

<http://plymouthnewsroom.co.uk/nancy-astor-honoured-blue-plaque/>

<https://plymhearts.org/2018/12/13/suffrage-plaque-unveiled/>

<https://plymhearts.org/2018/12/17/female-doctor-plaque/>



FOR SPORT, CULTURE AND LEISURE

Pledge 88 – Not charge Park Run to use Plymouth City Council land

What we said we would do: We are committed to not charging organisations like Park Run to use Plymouth City Council land for major events.

What we wanted to achieve: We will not charge community organisations whose events encourage health and fitness to use Plymouth City Council land.

What we have done: Plymouth City Council's terms and conditions for events taking place on Plymouth Hoe and in Central Park state that charges will not be made for community organisations, such as Park Run.

What's next: In 2019, Park Runs are taking place weekly in Devonport Park, Mount Edgumbe and Plym Valley, with no charge for the use of the land. In order to maximise the new events space at Central Park we are recruiting a new apprentice and will actively encourage further health and fitness events in all our spaces.

Events due to take place in 2019, with no charge, include: The Stroke Association Step Out; Crohn's and Colitis Walk IT; Cancer Research UK Race for Life; and the Alzheimer's Society Memory Walk.

Find out more!

Read more about how we support health and fitness in Plymouth:

<http://plymouthnewsroom.co.uk/?s=sports>

<http://plymouthnewsroom.co.uk/?s=health+and+fitness>



FOR A GREENER, CLEANER PLYMOUTH

Pledge 99 – Increasing levels of renewable power and fighting fuel poverty

What we said we would do: We will continue to deliver more renewable power generation and fight fuel poverty across the city. We will look for other opportunities for renewable energy generation across the city, including micro-generation.

What we wanted to achieve: Tackle the causes of fuel poverty and play our role in combatting climate change by increasing the levels of renewable energy generation.

What we have done: We have allocated £350,000 to our Energy Company Obligation top-up grant fund to support up to 500 fuel poor households to make energy efficiency improvements in their homes. We have also launched a new £640,000 Warm Homes Fund programme to support 200 fuel poor homes to get new central heating systems, and secured an additional £200,000 from National Grid to work with Livewell Southwest to minimise the health impacts of cold homes.

Following work in 2018/19, we have now completed a review of the Council's corporate and commercial estate, and worked with Plymouth Energy Community (PEC) to offer businesses across the city solar energy at no upfront cost. This has identified new photovoltaics (PV) projects with cumulative potential to power 250 homes.

We have secured £500,000 of EU funding to explore how the integration of new technology and innovative purchasing arrangements can help to bring forward new community owned field-scale solar power projects.

In 2019, we have submitted a bid for EU funds to explore innovative business models linking Heat pumps and solar PV. We have also carried out exploratory drilling in the city centre to see if ground-sourced renewable energy (hot rocks) could help to heat offices and regeneration projects.

What's next: We will be working with PEC to ensure that low income and vulnerable households can benefit from grants available under the new round of Energy Company Obligation and we are submitting bids for further Warm Homes Funding from National Grid.

We will work with Urban Splash to finalise plans for the ground source heat solutions for the Civic Centre. We will also develop the business case for solar installations across the corporate estate and continue to work with PEC to promote its free solar offer to businesses before the end of the Feed-In Tariff.

Find out more!

Here is more information about renewable power and fighting fuel poverty:

<http://plymouthnewsroom.co.uk/?s=energy>

<https://www.plymouthenergycommunity.com/>



PLYMOUTH CITY COUNCIL

Subject: Capital & Revenue Monitoring Report 2018/19: Quarter 3
Committee: Cabinet
Date: 12 February 2019
Cabinet Member: Councillor Lowry
CMT Member: Andrew Hardingham – Service Director for Finance
Author: Paul Looby – Head of Financial Planning and Reporting
Hannah West - Finance Business Partner
Contact details Tel: 01752 307271
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Tel: 01752 305171
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Ref:
Key Decision: No
Part: I

Purpose of the report:

This report outlines the finance monitoring position of the Council as at the end of December 2018.

The primary purpose of this report is to detail how the Council is delivering against its financial measures using its capital and revenue resources, to approve relevant budget variations and virements, and report new schemes approved in the capital programme.

As shown in Table I below, the estimated revenue overspend is £1.323m. The overall forecast net spend equates to £186.878m against a budget of £185.555m, which is a variance of less than 0.72%. This needs to be read within the context of needing to deliver in excess of £11.000m of savings in 2018/19 on the back of balancing the 2017/18 revenue budget where £18.000m of net revenue reductions were successfully delivered.

Additional management solutions and escalated action to deliver further savings from the council's savings and efficiency programme will be brought to the table over the coming months in order to address the in year forecasted overspend.

Table 1: End of year revenue forecast

	Budget £m	Forecast Outturn £m	Variance £m
Total General Fund Budget	185.555	186.878	1.323

The Corporate Plan 2016/17 – 2018/19:

This quarterly report is fundamentally linked to delivering the priorities within the Council's Corporate Plan. Allocating limited resources to key priorities will maximise the benefits to the residents of Plymouth.

Implications for Medium Term Financial Strategy and Resource Implications:

Robust and accurate financial monitoring underpins the Council's Medium Term Financial Strategy (MTFS). The Council's Medium Term Financial Forecast is updated regularly based on on-going monitoring information, both on a local and national context. Any adverse variations from the annual budget will place pressure on the MTFS going forward and require additional savings to be generated in future years. All one-off savings achieved within 2018/19 to balance the budget will roll forward into 2019/20 creating a further pressure on next year's budget.

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

The reducing revenue and capital resources across the public sector has been identified as a key risk within our Strategic Risk register. The ability to deliver spending plans is paramount to ensuring the Council can achieve its objectives to be a Pioneering, Growing, Caring and Confident City.

Equality and Diversity

This report monitors our performance against our approved budget 2018/19. As part of the budget setting process, EIA were undertaken for all areas.

Recommendations and Reasons for recommended action:

1. Note the current revenue monitoring position and action plans in place to reduce/mitigate shortfalls;
2. Cabinet are asked to recommend to Council that the Capital Budget 2018 -2023 is revised to £870.007m (as shown in Table 6).

Alternative options considered and rejected:

None – our Financial Regulations require us to produce regular monitoring of our finance resources.

Published work / information:

2018/19 Annual Budget: [2018 Annual Report](#)

Background papers:

Title	Part I	Part II	Exemption Paragraph Number						
			1	2	3	4	5	6	7

Sign off:

Fin	djn.18.19.193	Leg	lt/31929/2101	Mon Off		HR		Assets		IT		Strat Proc	
Originating SMT Member: Andrew Hardingham, SD Finance													
Has the Cabinet Member(s) agreed the contents of the report? Yes													

DECEMBER 2018 FINANCE MONITORING

Table 2: Revenue Monitoring Position

Directorate	Gross Expenditure	Gross Income	2018/19 Latest Approved Budget	Forecast Outturn	Forecast Year End Variation	Movement from Month 8
	£m	£m	£m	£m	£m	£m
Executive Office	6.552	(0.648)	5.904	5.904	0.000	0.024
Corporate Items	7.136	(12.499)	(5.363)	(6.841)	(1.478)	(0.716)
Finance	25.441	(4.733)	20.708	20.538	(0.170)	(0.170)
Corporate and Customer	104.323	(90.476)	13.847	13.747	(0.100)	(0.305)
People Directorate	258.893	(134.039)	124.854	128.918	4.064	(0.510)
Office of the Director of Public Health	19.456	(19.141)	0.315	0.294	(0.021)	0.000
Place Directorate	79.878	(54.588)	25.290	24.318	(0.972)	0.000
TOTAL	501.679	(316.124)	185.555	186.878	1.323	(1.677)

Table 3: Plymouth Integrated Fund

Plymouth Integrated Fund	2018/19 Budget	2018/19 Forecast	Year End Overspend / (Underspend)
	£m	£m	£m
New Devon CCG – Plymouth locality	347.386	347.155	(0.231)
Plymouth City Council *	253.265	257.987	4.722
TOTAL	600.651	605.142	4.491

The financial position above for the Plymouth Integrated Fund is for the 2018/19 month 7 position, and before any risk share. *This represents the net People Directorate budget plus the gross Public Health Commissioning budget (which is financed by a ring-fenced Department of Health Grant).

Table 4: Key Issues and Corrective Actions

Issue	Variation £M	Management Corrective Action
<p>EXECUTIVE OFFICE</p> <p>The department recognises the Council wide budget pressure for 2018/19 and also notes strong predicted income generation over target. Given strength in predicted income generation, focussed areas of new business development will also be pursued (e.g. school exclusions administration and at least one additional governance contract).</p>	0.000	Nil variance to report.
<p>EXECUTIVE OFFICE – Legal</p> <p>There is currently a small pressure of £0.158m due to vacancy savings target being behind schedule, and other budget pressures.</p>	0.000	Income through recharging services and capitalisation opportunities are being sought to try to offset this and as a result a balanced position is assumed.
<p>CORPORATE ITEMS</p> <p>The main budget pressure is due to the deficit in the Pension fund. The Council is also currently managing a number of public liability insurance claims. If all claims are fully paid there are insufficient funds in the reserve to meet all liabilities. At this stage if nothing else changes and based on past trends a deficit will have to be covered.</p>	(1.478)	Efforts are continuing to be made to reduce the deficit in the Pension fund. A solution is currently under discussion with colleagues at Devon County Council, the pension fund administrators. With regard to the insurance liability claims, Officers in the Claims Handling Team continue to work to mitigate these claims; to ensure that losses are minimised. There is no in-year pressure, however, in the longer term this may require a revision to the MTFs.

		<p>There is a £1.000m contribution which reflects a review of the council's balance sheet resulting in the ability to fund switch from revenue to capital but still maintain the integrity of the Balance Sheet provision. This is a "one off" transaction benefitting 2018/19 only.</p> <p>As part of the actions to reduce the current in year budget pressures, a review of the council's reserves has released £0.466m. This is a one off contribution in 2018/19.</p>
<p>FINANCE</p> <p>There are pressures totalling £0.285m in Facilities Management; due to the pay award in line with Living Wage. The provision created to meet these costs has left an unfunded element due to the staff profile. This will be addressed as part of the 2019/20 budget.</p> <p>There is also a pressure from an income target against Schools cleaning which is unlikely to be met due to schools withdrawing from this service as they move to Academies. There is a growing pressure arising from increased utility charges. A revised FM structure is being drawn up to enable the pressure to be eliminated.</p> <p>The Council is continuing to monitor the action taken by 14 local authorities' legal action against Barclays Bank in connection with their LIBOR 'rigging' and its links to the rate setting for LOBO loans, to see if it brings refinancing opportunities.</p>	(0.170)	<p>As previously reported a review has been underway to deliver the savings required to offset this pressure and a balanced position at year-end.</p> <p>This is being achieved through revision to some working practices, maintaining vacancies and more rigorous assessment of contract works.</p> <p>A further opportunity to reschedule LOBO debt has arisen, the benefits will realise the 2018/19 Treasury Management budget saving target.</p> <p>In response to the in year pressures a review of planned maintenance has been undertaken. By prioritising and reviewing the schedule of works a saving of £0.170m has been declared.</p>

The Council is also monitoring bank rates. The market is predicting a gradual increase in the base rate over the next 2 years. The Council has profited from very low interest rates on its short term loans but any increase will result in cost increases.		
CUSTOMER and CORPORATE – Customer Services	0.000	<p>There is a pressure of £0.305m because of a shortfall in Housing Benefit Subsidy. This is reviewed each month, with continued efforts to reduce the volume of housing benefits overpayments and improved debt recovery rates. Despite the ongoing work this area remains highly volatile and subject to fluctuation.</p> <p>This pressure has been offset through a review of the provision made of bad debt for housing benefits.</p>
CUSTOMER and CORPORATE – Service Centre As outlined in the MTFS, there is a savings target against the Service Centre that remains a challenge of £0.484m.	0.000	The project team are seeking solutions to address this with the focus being on addressing the pressure in full before the end of the financial year. This is likely to be a “one off” solution that will require addressing in 2019/20.
CUSTOMER and CORPORATE – Human Resources & OD	(0.100)	There is agreement to reduce the rate of spend on the corporately held training budget to help deliver an underspend to contribute to the wider Council finance pressure. The Service is reviewing the delivery channels to ensure “E-learning” is maximised wherever possible.
CUSTOMER and CORPORATE – Departmental	0.000	Nil variance to report.

CUSTOMER and CORPORATE – ICT Commissioned Service	0.000	There is currently a nil variance to report, although the budget remains under pressure.
<p>PEOPLE - Children Young People and Families (CYPF)</p> <p>The Children Young People and Families Service are reporting a budget pressure of £4.064m at month 9</p> <p>The changes are as follows:</p> <ul style="list-style-type: none"> • The assumption on minimising the pressure through a reduction in LAC has been removed £0.358m. It should be noted that the majority of the young people discharged are to other permanent arrangements such as Special Guardianship Orders, Child Arrangement Orders and Care Leavers that often require ongoing financial support albeit at a lower rate. The expected saving have been outweighed by the additional cost of new placements coming online as most of these packages have come in at a higher rate. • The assumption for placements to stepdown has been adjusted down by £0.483m from (£0.670m) to (£0.187m) in line with savings already achieved and a review of the cohort of children who are likely to stepdown by year end. The service have realised savings of £1.471m in the first nine months through step down and step out of placements. • However, the joint funding assumption with regard to health contribution for young people's placements has 	4.064	<p>The following actions are in place to address the budget position.</p> <ul style="list-style-type: none"> • Looked After Children - only one point of contact for all new entrants; • Fortnightly placement review to ensure step down of high cost placements • Review of staying put arrangements and financial remuneration; • Maximise contribution from partners including Health and Education . • Maximise local residential placements to avoid higher out of area costs. <p>Ongoing work continues, all placements are reviewed regularly in order to reduce the pressure on cost and volume where appropriate.</p> <p>Commissioning arrangements to increase the supply of local placements continues. The Peninsula residential framework tender has just closed, with 29 bidders. A contract award report will be presented to Cabinet in December. The Plymouth Caring in Partnership residential block contract continues to be developed – 3 beds have been added to the contract since March 2018, with a new solo home currently being registered. The Peninsula fostering contract began on 1st April 2018 and is embedding, with a wider group of providers engaged.</p> <p>£1.0m of additional partner funding has been allocated in month 9 to offset</p>

<p>increased from (£0.304m) to (£0.404m) an increase of (£0.100m).</p> <ul style="list-style-type: none"> • Additional actions equating to (£0.500m) have been put in place to mitigate the above with robust plans to deliver by year end. • Placements cost and volume overall have increased by £0.210m within the month this can be attributed mainly to two high cost placements one of which was extended due to the court of protection. • Business as usual £0.079 legal agents costs for court work. <p>The cost of the care is particularly high due to the level of support needed to keep young people safe, such as specialist residential care placements with high levels of staffing. A number of very costly care packages are the result of Court of Protection orders that place a duty on the Council to provide specialist care.</p> <p>This increasing financial demand on Children's Services is not just a local issue, but is seen nationally and is a culmination of rising demand, complexity of care, rising costs and the availability of suitable placements. Robust plans are in place to deliver £4.655m savings this year, delivering over £3.000m to date, although the Service has identified a savings plan £1.647m that will not be achieved this year.</p>		<p>part of the underlying additional placement costs</p>
<p>PEOPLE - Strategic Cooperative Commissioning</p> <p>The Strategic Commissioning service is forecasting to come in on budget at year end. This is a favourable movement of</p>	<p>0.000</p>	<p>Weekly dashboards are used to inform the service of all client numbers and</p>

<p>(£0.101m) from month 7, although reviews are still being carried out on the care packages to reduce costs where appropriate, especially around residential and & care and supported living.</p> <p>As part of the MTFS for 2018/19, Strategic Commissioning have assumed that savings of £2.546m (in order to contribute to the £2.914m People directorate target) will be achieved, as well as £2.248m of savings brought forward from 2017/18 that were realised from one off savings and need to be achieved in this financial year. In 2018/19, over £2m of the savings have been achieved through one-offs.</p>		<p>costs with a fortnightly Budget Containment meeting in place with Livewell and CCG colleagues, which oversees a Budget Recovery Plan. Key measures include an enhanced Scheme of Delegation and Client Reviews</p>
<p>PEOPLE – Education Participation and Skills</p> <p>Education, Participation and Skills budget is forecast to balance to budget at year end. As part of the MTFS for 2018/19, Education Participation and Skills is expected to make savings of over £0.699m as well as £0.687m of savings brought forward from 2017/18 that were realised from one off savings.</p>	<p>0.000</p>	<p>The majority of savings for 2018/19 are one-off in nature resulting from line-by-line examination of all budget areas. The main contributor to the 2018/19 savings is from the SEND package review with additional efficiencies within the school improvement budget.</p>
<p>PEOPLE – Community Connections</p> <p>Community Connections is reporting a balanced budget at Month 9, a favourable variation of (£0.026m) from month 8.</p> <p>Average B & B numbers for April to December have reduced</p>	<p>0.000</p>	<p>Action is still ongoing to limit the overall cost pressure through lower placements and prevention work, as well as capitalisation of equipment that will help to bring spend back to budget.</p>

from 53 to 52 placements per night, although there was a reduction in Housing Benefit income claimed at the start of the year due to the change across to the universal credit system.		
People Management & Support The People Management & Support budget is forecast to balance to budget at year end, as per the reporting in previous months.	0.000	
Office of the Director of Public Health The budget for the Office of the Director of Public Health (ODPH) is forecasting to come in under budget for 2018/19 no change in the month. The budget is made up of the grant funded Public Health, Public Protection Service and Bereavement Services, of which the grant funded section of Public Health forms part of the Integrated Fund. There has been a reduction in the Public Health grant received in 2018/19 of £0.405m from 2017/18, which will be contained by a variety of management actions, mainly around the contracts that are held within the department. The Public Protection service, funded from RSG and other income streams, are showing a forecasted saving of	(0.021)	

<p>(£0.021m) following budgets being scrutinised for all possible savings. We are working across the functions of the directorate, and with colleagues in the integrated fund, to identify a number of areas where possible further savings can be made.</p> <p>The Bereavement Service is showing an increase in the numbers of cremations budgeted for at this point in the year, although any surpluses from this service are ring-fenced and cannot be counted towards any favourable variations for the Directorate.</p>		
<p>PLACE – Strategic Planning & Infrastructure</p> <p>The Service Management Team continues to proactively monitor the overall departmental budget and have delivered all of the agreed 2018/2019 Budget Review actions. In response to the projected council overspend and need for all services to find additional savings and respond to the work of the Budget Management Group, additional management actions were undertaken.</p> <p>Despite the downturn in planning application and development related income of £0.113m, which appears to be directly linked to the uncertainty connected with Brexit, the department has taken corrective action on other budget areas to mitigate £0.058m of this within the month. This has resulted in a £0.055m adverse change in position and will continue to explore further opportunities during the last quarter.</p> <p>In response to a request from CMT for all services to review</p>	(0.496)	

<p>their current reserve status, SP&I identified a one off sum of £0.150m to offset existing Place pressures. SP&I have also identified income opportunities of £0.063m from the PHDP and £0.096m from reserves.</p> <p>Savings have also been achieved through a later implementation of the departmental restructure, the transfer of three posts to the new Joint Local Plan team which will be jointly funded with South Hams and West Devon councils, and ceasing or re-programming planned IT investments and other operational planned spending.</p> <p>The department also continues to manage a number of pressures within the overall approved budget.</p>		
<p>PLACE - Management Support</p> <p>Savings have been made across all 3 service areas to offset the overspend relating to the legacy target and GAME staffing pressure.</p>	0.352	
<p>PLACE - Economic Development</p> <p>Income generation from Asset Investment Fund acquisitions have enabled a series of spend pressures within Economic Development to be met, including the cost of the events programme. ED have undertaken a thorough review of all budgets in 18/19 and have identified further savings due to the accelerated purchase of a future acquisition, further capitalisation of salaries, and a reduction in bad debt provision and reserves.</p>	(0.671)	

<p>PLACE – GAME</p> <p>The New Homes Bonus target has already been achieved for 18/19.</p>	0.000	
<p>PLACE - Street Services</p> <p>Street Scene & Waste services: Street Scene & Waste are currently reporting an adverse position of 0.228m – this is due to a reduction in new income, awaiting a new deal for the Refuse Transfer Station of £0.220m and various small underspends.</p> <p>Fleet and Garage: Fleet & Garage is reporting a small pressure due to the requirement to purchase new Health & Safety equipment, and the need to bring in an external workshop manager. This pressure is in the Fleet account, whereas the Garage is forecast to come in on budget.</p> <p>Highways and Car Parking: Highways and parking are reporting a £0.394m underspend due to current salary vacancies and a review of service requirements in 18/19, which have more than covered a pressure arising from emergency electrical works at boathouses on Commercial Wharf.</p>	<p>0.228</p> <p>0.008</p> <p>(0.394)</p>	<p>As part of the Street Services Improvement plan; we will examine and bring forward options relating to Fleet & Garage and Trade Waste options by February 19 to maximise income and reasonably contain costs whilst recognising the need to deliver high quality services.</p>
TOTAL	1.323	

Recommendation

It is recommended that Cabinet note the current monitoring position and endorse the recovery action plans that are now in place and continue to work with Directors to achieve a balanced budget by the end of the year.

VIREMENTS

Agreed departmental changes as per the Organisation Design Report dated 19 November 2018 have been actioned, as a result there are no virements that need approval.

CAPITAL BUDGET - 2018-2023

The latest capital budget as at 30 September 2018 is £581.296m and this was approved by Council on 19 November 2018.

The capital budget has been adjusted to take into account some of the changes to the capital programme and adjustments to the priority list assumptions and income assumptions shown in table 5.

The five year capital budget 2018-2023 is currently forecasted at £870.007m. This is set out in table 6.

Table 5: Movement in Capital Budget

Description	£m
Latest Approved Budget 2018-23	581.296
Increase in income assumptions for the Asset Investment Fund	150.000
Potential grant from Transforming Cities Fund	107.000
Other changes	31.711
Total Revised Capital Budget for Approval (2018-2023)	870.007

Table 6: Current Capital Resources

The Capital budget consists of the following elements:

Description	£m
Capital Programme	355.780
Income Assumptions *	514.227
Total Revised Capital Budget for Approval (2018-2023)	870.007

* Estimate of income to be received to finance future capital projects

Within the approved budget (representing forecast resources), the Capital Programme represents projects that have been approved by the City Council Investment Board (CCIB). Project officers prepare detailed business cases and present them to the board and if approved the CCIB recommends them to the Leader for approval. Once the executive decision has been signed by the leader the projects are added to the Capital Programme for delivery.

Tables 7 and 8 below shows the revised capital programme for the period 2018-2023, as at the end of December 2018. Appendix I shows a detailed breakdown of the Capital Programme.

Revised Capital Programme

Table 7: Capital Programme by Delivery Outcome

Primary Outcome of Projects	£m
Securing Growth in the City Centre/Waterfront	27.839
Securing Growth in Derriford and the Northern Corridor	73.089
Securing Growth in the Eastern Corridor	8.254
Delivering More/Better Housing	5.244
Ensuring Essential City Infrastructure	24.083
Improving Neighbourhoods and Community Infrastructure	9.949
Ensuring Good Quality School Places	3.938
Growing the Economy	2.290
Delivering Oceansgate	18.264
Connecting the City	27.558
Celebrating Mayflower	6.372
Delivering The Box	29.151
Transforming Services	119.749
Total	355.780

Table 8: Capital Programme by Directorate

	2018/19	2019/20	2020/21	2021/22	2022/23	Total
Directorate	£m	£m	£m	£m	£m	£m
Transformation & change	4.711	5.671	0.210	-	-	10.592
People	7.578	1.951	0.173	0.172	0.172	10.046
Place	133.253	116.621	59.182	12.296	2.000	323.352
Public Health	1.173	5.773	4.844	-	-	11.790
Total	146.715	130.016	64.409	12.468	2.172	355.780

Recommendation

Council approve that the Capital Budget 2018-2023 is revised to £870.007m (as shown in Table 6)

Appendix I: Detailed Breakdown of the Capital Programme

Approved Capital Programme	2017/18	2018/19	2019/20	2020/21	2021/22	Total
	£000	£000	£000	£000	£000	£000
Celebrating Mayflower						
Mayflower 400 - Public Realm Improvements	120	964	-	-	-	1,084
Mayflower 400 – Public Realm Enabling	794	2,010	512	-	-	3,316
Mayflower 400 - Elizabethan House	250	814	398	-	-	1,462
Mayflower 400 - Monument	-	310	-	-	-	310
Mayflower 400 - Waterfront Event Infrastructure	10	190	-	-	-	200
Total Celebrating Mayflower	1,174	4,288	910	0	0	6,372
Connecting the City						
Mayflower Coach Station	-	20	-	-	-	20
Electric Car Charge Points	8	-	-	-	-	8
Cot Hill Bridge	20	735	25	-	-	780
Plymouth Rail Station Regeneration	821	14,925	10,982	22	-	26,750
Total Connecting the City	849	15,680	11,007	22	0	27,558
Delivering More/Better Housing						
Self Build Housing Sites	74	115	-	-	-	189
Former Whitleigh Community Centre	154	-	-	-	-	154
North Prospect Phase 5	-	950	-	-	-	950
Bath Street	226	100	1,733	-	-	2,059
Plan for Homes	472	260	-	-	-	732
Demolitions for Housing	472	-	-	-	-	472
Extra Care Housing Support Millbay	-	450	-	-	-	450
How Street Specialist Housing Programme	-	238	-	-	-	238
Total Delivering More/Better Housing	1,398	2,113	1,733	0	0	5,244
Delivering Oceansgate						
Oceansgate Remediation/separation works	2,037	-	-	-	-	2,037
Oceansgate Phase 1 Direct Development	502	141	-	-	-	643
Oceansgate Phase 2 Direct Development	1,015	8,599	4,731	-	-	14,345
Oceansgate Phase 2 Infrastructure	1,239	-	-	-	-	1,239
Total Delivering Oceansgate	4,793	8,740	4,731	-	-	18,264
Delivering The Box						
The Box	12,790	15,333	1,028	-	-	29,151
Total Delivering The Box	12,790	15,333	1,028	-	-	29,151
Ensuring Essential City Infrastructure						
King George V Pedestrian and Walking Cycle	40	250	-	-	-	290

Route						
Bus Punctuality improvement plan (BPIP)	14	-	-	-	-	14
Prince Maurice Road Junction Improvements	120	-	-	-	-	120
S106 Transport Projects	32	673	-	-	-	705
Derriford Community Park	82	91	-	-	-	173
European Marine Sites - Recreational Behaviour Changing Measures	10	40	55	-	-	105
Glenside GP Surgery	83	-	-	-	-	83
Home Energy	166	80	80	60	-	386
Warm Homes	250	388	-	-	-	638
Civic Centre District Energy	97	689	-	-	-	786
Development Funding	-	500	-	-	-	500
Capitalised Maintenance Schemes	6,350	5,394	2,000	2,000	2,000	17,744
Local Safety Schemes	190	103	-	-	-	293
Living Streets	177	19	-	-	-	196
Keep Plymouth Moving	145	370	-	-	-	515
Visitor Signage	86	-	-	-	-	86
Flood defence Works	39	-	-	-	-	39
West Hoe Pier	5	78	-	-	-	83
Mount Edgcumbe Projects	805	522	-	-	-	1,327
Total Ensuring Essential City Infrastructure	8,691	9,197	2,135	2,060	2,000	24,083
Ensuring Good Quality School Places						
Pennycross Basic Need	22	-	-	-	-	22
Pomphlett Basic Need	1,657	700	-	-	-	2,357
Oreston Academy Basic Need	10	-	-	-	-	10
Yealmpstone Farm Primary School Basic Need	1,500	-	-	-	-	1,500
Woodford Primary School - Decking	49	-	-	-	-	49
Total Ensuring Good Quality School Places	3,238	700	-	-	-	3,938
Growing the Economy						
Social Enterprise Fund	338	239	-	-	-	577
Langage Development Phase 2	1,683	-	-	-	-	1,683
39 Tavistock Place	-	-	30	-	-	30
Total Growing the Economy	2,021	239	30	-	-	2,290
Improving neighbourhoods and delivering community infrastructure / facilities						
Barne Barton general amenity improvements	-	-	164	-	-	164
Active Neighbourhoods	64	25	-	-	-	89
Infrastructure Works at Honicknowle	-	26	-	-	-	26
Derriford Community Park	292	301	-	-	-	593
Play Pitch Projects	332	715	-	-	-	1,047
Central Park Improvements & Sports Plateau	2,810	2,246	-	-	-	5,056

Improving Outdoor Play	345	741	-	-	-	1,086
Dunstone Woods	-	13	-	-	-	13
Manadon Play Pitches	1,555	-	-	-	-	1,555
Plympton Swimming Pool	70	-	-	-	-	70
Children Centres	-	250	-	-	-	250
Total Improving neighbourhoods and delivering community infrastructure / facilities	5,468	4,317	164	0	0	9,949
Securing Growth in Derriford and Northern Corridor						
Forder Valley Link Road- Development Costs	4,520	9,721	26,011	10,046	-	50,298
Forder Valley Interchange	512	5,647	2,648	-	-	8,807
Derriford Transport scheme - Derriford Roundabout / William Prance Road	1,777	-	-	-	-	1,777
Sendalls Way Junction Improvements	300	-	-	-	-	300
Charlton Road	444	350	-	-	-	794
Northern Corridor Junction Improvements	1,580	-	-	-	-	1,580
Purchase of Properties in the North of Plymouth	1,100	875	-	40	-	2,015
Morlaix Drive Access Improvements	466	3,260	1,000	-	-	4,726
Northern Corridor Strategic Cycle Network	333	2,209	-	-	-	2,542
Woolwell to the George	218	32	-	-	-	250
Total Securing Growth in Derriford and Northern Corridor	11,250	22,094	29,659	10,086	0	73,089
Securing Growth in the City Centre and Waterfront						
Devonport Market High Tech 'Play Market'	200	1,775	-	-	-	1,975
Charles Cross	1,777	5,298	-	-	-	7,075
Public Realm Schemes	295	11,121	-	-	-	11,416
Millbay Boulevard & Associated Works	2,811	2,750	-	-	-	5,561
Cobourg House	248	-	-	-	-	248
Quality Hotel	10	308	-	-	-	318
Colin Campbell Court	234	369	371	-	-	974
Plymouth City Market Major Refurbishment	32	-	-	-	-	32
City Centre Shop Fronts Grant Scheme	64	176	-	-	-	240
Total Securing Growth in the City Centre and Waterfront	5,671	21,797	371	0	0	27,839
Securing Growth in the Eastern Corridor						
Eastern Corridor Junction Improvements	1,000	3,526	-	-	-	4,526
Eastern Corridor Strategic Cycle Network	727	1,057	1,435	-	-	3,219
A379 Pomphlett to The Ride	-	150	240	120	-	510
Total Securing Growth in the Eastern Corridor	1,727	4,733	1,675	120	0	8,255
Transforming Services						

Street lighting bulb replacement	86	-	-	-	-	86
Street Services Information Management System	380	10	-	-	-	390
Highways Information Management System	15	-	-	-	-	15
Fleet Replacement Programme	420	352	-	-	-	772
Chelson Meadow Closure & Leachate Plant Upgrade	259	-	-	-	-	259
Asset Investment Fund	77,055	8,666	5,740	8	-	91,469
Highway Works at the Former Seaton Barrack site	661	-	-	-	-	661
Barbican Footbridge	169	-	-	-	-	169
Disabled Facilities (incl Care & Repair works)	2,299	-	-	-	-	2,299
Schools Condition Works	3	-	-	-	-	3
Bayview Electrical Works	44	-	-	-	-	44
SEN Access and Safeguarding	12	-	-	-	-	12
Schools Devolved Formula & Projects	350	313	172	172	172	1,179
St Budeaux Library	241	304	-	-	-	545
ICT	2,103	4,255	210	-	-	6,568
Corporate Asset Maintenance	439	318	-	-	-	757
Other Corporate Property	1,225	749	-	-	-	1,974
Transformation Accommodation	611	-	-	-	-	611
Boiler Replacement Programme for Council Properties	100	45	-	-	-	145
Bereavement Infrastructure	1,173	5,773	4,844	-	-	11,790
Total Transforming Services	87,645	20,785	10,966	180	172	119,748
TOTAL CAPITAL PROGRAMME	146,715	130,016	64,409	12,468	2,172	355,780
Forecast future income streams	18,406	111,254	139,714	182,779	62,074	514,227
GRAND TOTAL	165,121	241,270	204,123	195,247	64,246	870,007

PLYMOUTH CITY COUNCIL

Subject: Award of Contracts for Plymouth Adult Education
2019-2022

Committee: Cabinet

Date: 12 February 2019

Cabinet Member: Councillor Jon Taylor (Cabinet for Education, Skills and Transformation)

CMT Member: Alison Botham (Director of Children's Services)

Author: John Bale (Leadership Adviser, Post 16 and Funding)

Contact details: Tel: 01752 307328
email: john.bale@plymouth.gov.uk

Ref: PEO18213

Key Decision: Yes

Part: 1

Purpose of the report:

On Course South West was established on 1st April 2015 as a Joint Venture between YMCA, the former Adult Education Service of PCC and Shekinah Mission. The original intention was to novate the contract previously held by PCC to the new enterprise but shortly before the transfer the Skills Funding Agency (now ESFA) announced that under new regulations PCC had to maintain the contract. Each year there has been a review with the ESFA regarding the option to return or novate the contract and, due to late notification from the ESFA, it has been decided in previous years to continue via an exemption with the existing delivery model.

An options appraisal was undertaken and approved by delegated decision in June 2018. This resulted in a recommendation to retain the contract in PCC and commission the service required from the market. The resultant procurement will be for the delivery of Adult Education. Providers will be free to continue to offer other courses to fee paying customers and the contract will not prevent a provider from selling courses outside the contract which do not directly support the Plan for Skills. The funded contract will however require the provider to offer courses and training which are aligned to the city's skills agenda.

A two stage tender process commenced in October 2018 with the aim to award three contracts in total.

The part 1 and part 2 reports set out the result of the tender process and seek approval from Cabinet to proceed with the recommended contract award.

For reasons of commercial confidentiality the full details of the tender process are included within a separate part 2 report.

Corporate Plan

The commissioning of AEB funding supports the following plans:

100 Pledges

Pledge 7 indicates continued efforts in encouraging opportunities for older workers, whether they are looking for a change of job or are out of work.

Lot-3 is specifically addressing support for adults, including older workers, to access employment and make progression within work.

Plan for Education

A key feature identified in the Plan for Education is the overall improvement in the education estate and maths and English in particular. We envisage more targeted activity as a result of the procurement.

Family learning programmes would improve parents' abilities to support the education of their children.

Plan for Employment and Skills

The Plan for Employment and Skills (PES) highlights the priority around meeting demand for skills from employers. It supports skills delivery that will enable rapid action and support people into employment. This fits with the concept of obtaining best value from funds that can be delivered locally. It will also make a valuable contribution to the Inclusive Growth flagship and emerging strategy from this. Specifically the procurement will enable support to key objectives from the PES including:

- Additional resource to contribute to the reduction of young adults Not in Education, Employment or Training (NEET)
- The reduction of long term unemployed residents by offering them skills to enter or be nearer to accessing employment.

City wide STEM (Science, Technology, Engineering and Maths) strategy

The Plan will support the growth aspect within the sector by increasing engagement in STEM learning. In particular this will increase to take-up of ICT provision by adults.

Implications for Medium Term Financial Plan and Resource Implications:

Including finance, human, IT and land

Actual contract values to AEB sub-contractors will depend on final allocations received from the ESFA. This may differ from the illustrative allocation figures currently provided by ESFA.

Funding for AEB is provided by ESFA we are managing this provision through a sub-contract relationship, retaining a management fee for administration of contracts. This covers:

- Quality Assurance, including responsibilities around Ofsted inspections,
- Management Information, including financial and learner data

- Contract Management of the network of providers

A small in-house team will be housed by PCC and a licence for IT software compatible with ESFA systems will be needed.

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

- Risk Management

If ESFA policies change, funding for this service is likely to be affected. This is mitigated through annual break clauses within contracts.

Equality and Diversity

Has an Equality Impact Assessment been undertaken? Yes

ESFA funding for AEB provides support for vulnerable groups to access education and training.

The specification Improving the Education, Basic Skills and Employability of Vulnerable Groups within the tender is specifically targeted at providing an offer of provision to support adults with barriers to engagement, including those with protected characteristics, engage in learning opportunities. This should encourage and support engagement from these groups, allowing greater integration into local communities and progression towards employment.

The specification Supporting Skills Development in Plymouth's Key Growth Sectors within the tender is specifically targeted at supporting adults improve work related skill. The groups identified for support within the specification include disadvantaged or minority groups, including adults over 50.

Recommendations and Reasons for recommended action:

To award a one year contract, commencing on 1st August 2019 with an option to extend the contract for a further two years in annual increments, for the delivery of Adult Education Services in Plymouth to the successful tenderer(s) identified in the Part 2 report. The tender evaluation process has determined that they have the critical knowledge and experience to provide these services and that considering all evaluation criteria they have offered the 'most economically advantageous tender'.

Alternative options considered and rejected:

1. Do nothing

Existing sub-contracts with external service providers would lapse on 1st August 2019. Plymouth City Council would be in breach of its contract with the ESFA as it would be unable to deliver provision in 2019/20. This would de-stabilise the local market and significantly reduce the community-based learning offer for adults.

2. Extend Existing Contracts

Due to the value of these contracts the procurement of these services is subject to Plymouth Council's Contract Standing Orders which state that any procurement over the threshold value of

£150,000 is to be competitively tendered. These contracts are also subject to the Public Procurement Regulations 2015 and sit above the Light Touch Regime tender threshold of £615,278. We do not have a legal reason to exempt the contracts from these regulations.

3. Return funds to ESFA

This would de-stabilise the adult education market. There is no guarantee ESFA will provide a similar level of funds for the area in future arrangements. Provision could be secured by providers without an in-depth knowledge of the skill demands of the city or of needs of neighbourhoods and localities, or unwilling to deliver against PCC plans. PCC would be unable to direct delivery against priorities. Current community-based provision may not continue, being replaced by provision away from targeted communities.

4. Transfer responsibility to an alternative local provider, e.g. City College Plymouth

This is dependent on ESFA agreement. It is normally only considered where provision is failing due to quality issues or financial difficulties.

Alternative providers may work with PCC and the current network of providers but this cannot be assured. Centralised delivery may result from transfer removing community-based delivery, leaving deprived areas in particular without access to local provision.

5. Bring Service back into LA

This would entail a major investment in securing additional accommodation to delivery AEB courses; plus a complex TUPE exercise for staff previously within the LA.

Published work / information:

N/A

Background papers:

[AEB Contract –Award Briefing-Paper May18 v3](#)

Exempt Information:

Title	Part I	Part II	Exemption Paragraph Number						
			1	2	3	4	5	6	7
Contract-Award-Report_Jun-18	X								
AEB EIA 19-22 Final	X								

Sign off:

Fin	SA18.19.18 6-17.01.19	Leg	MS/31894	Mon Off		HR		Assets		IT		Strat Proc	SA/PSF/493/CP/0119
Originating SMT Member: Judith Harwood													
Has the Cabinet Member(s) agreed the contents of the report? Yes													

1. BACKGROUND

Plymouth City Council (PCC) holds an annualised budget of c£1.48m from the Education and Skills Funding Agency (ESFA) for delivery of Adult Education (AEB). This is split into grant-funded Community Learning (£800k) and earnings-based Adult Skills (£680k). For 2019/20 ESFA has issued an illustrative allocation of £1.402m, this budget is used in our tender process.

Due to a review of the way the budget is currently delivered and following guidance from the ESFA on how this budget should be administered going forward, PCC is procuring learning activities delivered through this fund for the next year 2019-2020 with the option to extend for a further 2 years in yearly increments.

Applications were sought from training providers who will need to be listed on the UK Register of Learning Providers and who will be able to deliver this fund in accordance with ESFA rules and guidelines, current guidelines are available from the ESFA via the .gov website (<https://www.gov.uk/education/adult-education-funding>).

In particular, PCC has sought providers who would be able to deliver this provision over this time period in the following categories (Lots):

1. Lifelong Learning for All
2. Improving the Education, Basic Skills and Employability of Vulnerable Groups
3. Supporting Skills Development in Plymouth's Key Growth Sectors

2. PROCUREMENT PROCESS

The procurement for these services was run as an Official Journal of the European Union (OJEU) compliant competitive two-stage 'Restricted Procedure' under the 'Light Touch Regime'.

The Restricted Procedure comprises two stages:

1. Selection Stage – Candidates complete a Selection Questionnaire (SQ) to demonstrate their suitability to deliver the required services. For this procurement those candidates that do not reach the published minimum threshold score are deselected. The top 5 scoring candidates for each Lot (where possible) were shortlisted to be invited to tender. Candidates in 6th place and below were deselected.
2. Award Stage – Invitation to tender issued to shortlisted candidates only.

The opportunity was advertised via the electronic tendering site www.supplyingthesouthwest.org.uk (STSW) on the 23/10/18 in accordance with the following timeline:

Activity	Date/Target Date
OJEU and STSW Advert	23/10/2018
SQ return deadline	23/11/2018
Dispatch of ITT	28/11/2018
ITT return deadline	03/01/2019
Notification of successful Tenderer	25/02/2019
Commencement of Regulation 87 standstill period	25/02/2019
Contract Award	08/03/2019
Estimated Service Commencement	01/08/2019

3. PRE TENDER SELECTION CRITERIA

The objective of the selection process was to assess the responses to the SQ and select potential Economic Operators to proceed to the next stage of the procurement.

Section	Title	Type of Question	Weightings (%)
1	Potential Supplier information	Information only	Not evaluated and scored
2	Grounds for Mandatory Exclusion	Pass/fail	
3	Grounds for Discretionary Exclusion	Pass/fail	
4	Economic and Financial Standing	Pass/Fail	
5	Parent Company Details	Pass/Fail	
6	Technical & Professional Ability	Scored	10%
7	Modern Slavery Act Requirements	Pass/Fail	
8	Additional Questions		
8.1	Insurances	Pass/Fail	
8.2	Disputes	Scored	5%
8.3	Health & Safety	Scored and Pass/Fail	3 Scored questions – 10% 3 Pass / Fail questions
8.4	Equality and Diversity	Pass/Fail	
8.5	Quality Management	Pass/Fail	
8.6	Safeguarding	Scored	3 Scored questions – 10% 2 Pass / Fail questions
8.7	Social Values	Scored and Pass/Fail	5%
8.8	Data Protection	Pass/Fail	
8.9	Business Capability	Scored and Pass/Fail	4 Scored questions – 60% 1 Pass / Fail questions.

In the event of the Supplier being awarded a 'fail' on any of the above criteria, the remainder of their SQ would not be evaluated and they would be eliminated from the process.

An overall threshold of 74% of the achievable marks was required to determine whether Tenderers meet the minimum requirements. For each lot, only the top 5 scoring providers who pass the minimum threshold score could be invited to tender.

These weightings and the scoring methodology for each section were published in the Selection questionnaire documentation.

A total of 17 SQs were received for these services. 13 SQs met the minimum threshold score of 74% and of those up to 5 top scoring candidates in each lot were invited to tender.

Lot	Description	Number of SQs received	Number of invitations to tender
1	Lifelong Learning for All	5	4
2	Improving the Education, Basic Skills and Employability of Vulnerable Groups	7	5
3	Supporting Skills Development in Plymouth's Key Growth Sectors	5	4

The names of the Candidates who submitted SQs and those that were invited to tender are contained in the Part 2 report.

Evaluation of self-certified sections on Contract Award

There are a number of questions in the SQ where candidates are required to self-certify that they have adequate policies, procedures and certifications in place. The self-certified sections in this procurement are Insurances, Health and Safety; Equality and Diversity, Quality Management, Data Protection and Safeguarding. These requested policy and procedure documents will be evaluated on a PASS/FAIL basis against current legislative requirements.

Only the documentation of the successful tenderer(s) will be evaluated at the contract award stage after the Cabinet decision of the contract award has been made. Tenderers will be required to provide copies of the documentation in a timely manner at contract award and before any Agreement is entered into. Tenderers who cannot provide this evidence shall be excluded from the process.

Definition	Criteria	Consequence
Award	Documents fully comply with criteria detailed in SQ.	Contract awarded to successful tenderer
Award subject to	Documents mostly fully comply with criteria detailed in SQ and only minor amendments are required to bring them to full compliance.	Contract awarded to successful tenderer subject to them updating documents to a satisfactory standard before contract commencement
Fail	Documents do not or only partially comply with criteria detailed in SQ and major amendments are required to bring them to full compliance.	Successful bidder will be disqualified from the process. Consideration will be given to approaching the next placed bidder.

4. TENDER EVALUATION CRITERIA

Contract Award Criteria

This stage assesses how the Tenderer proposes to deliver the required service as detailed in the specification.

The Council intends to award the Contract(s) based on the most economically advantageous offer. The Council is not be bound to accept the lowest price of any Tender submitted.

High-level Award Criteria

The high-level award criteria for this procurement are as follows:

Method Statements (Schedule I)

MS1: Contract Management	For Information Only
MS2: Electronic Trading	For Information Only
MS3: Collaboration, Partnerships and Sub-Contracting	8%
MS4: Introduction and Purpose	5%
MS5a: Service Description – Marketing & Engagement	18%
MS5b: Service Description – Learner Needs	18%
MS6: Networks and Links	5%
MS7: Staff	18%
MS8: Service volumes and Performance Requirements	9%
MS9: Quality Requirements	9%
MS10: Management Information	5%
MS11: Implementation	5%
TOTAL	100%

Pricing Schedule (Schedule 2)

PI: Price

Pass / Fail

Affordability - Tenders exceeding the maximum total values below would be considered unaffordable therefore disqualified.

Lot	Description	Estimated Contract Value per annum	Estimated Total Contract Value (3 years)
1	Lifelong Learning for All	£656,798	£1,970,394
2	Improving the Education, Basic Skills and Employability of Vulnerable Groups	£303,632	£910,896
3	Supporting Skills Development in Plymouth's Key Growth Sectors	£161,304	£483,912

Viability / Sustainability - Tenders deemed to be unsustainable based on the financial breakdown will be disqualified.

The names of the Candidates who submitted tenders and their respective scores are contained in the Part 2 report.

5. FINANCIAL IMPLICATIONS

Funding dependant on ESFA allocation, 20% top slice will be kept by PCC for contract administration and quality assurance. Initial contract for one year, option to extend for 2 periods of 1 year, contract value of years 2 and 3 will be amended to reflect funding allocation.

ESFA allocations are dependent on continued delivery of contract volumes and meeting published success criteria. Contracts will include clauses to reflect ESFA funding rules and regulations, and requirements on sub-contractors to meet performance indicators within contracts.

6. SUMMARY OF EVALUATION

Tenders were submitted on the 3rd January 2019 by 7 suppliers. The number of tenders submitted for each lot was:

Lot	Description	Number of tenders received
1	Lifelong Learning for All	2
2	Improving the Education, Basic Skills and Employability of Vulnerable Groups	3
3	Supporting Skills Development in Plymouth's Key Growth Sectors	4

The names of the Candidates who submitted tenders and the resulting scores from the evaluation process are contained in the Part 2 report

Each lot was evaluated separately by a team of individuals / stakeholders with various skill sets from across the business, in order to ensure both transparency and robustness. The names of the evaluators are contained in the Part 2 report.

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CONTRACT AWARD REPORT

Adult Education Budget 2018/19



I. INTRODUCTION

PCC has, over many years, delivered government supported adult skills programmes. This has been funded through contracts from the Skills Funding Agency (SFA) and its predecessor agency the Learning and Skills Council. This supported an internally staffed training department, Plymouth Adult and Community Learning Service (P-ACLS) and a number of external partners in providing a range of learning opportunities to the citizens of Plymouth. This includes:

- Family Learning programmes
- Basic Skills courses in English and mathematics
- Vocational courses at Entry Level and above
- Introductory courses in ICT
- Arts and Languages courses
- Pre-Access to Higher Education

P-ACLS was converted into a Community Interest Company in 2015: On Course South West (OCSW). PCC has continued to hold funding agreements with SFA, at c£1.5m, managing provision through contracts with OCSW and other external partners.

For reasons of commercial confidentiality further background, details of the procurement process and financial implications are included within a separate Part II Briefing Report.

2. RECOMMENDATIONS

To approve contract awards for the Adult Education Budget and Community Learning contracts. Details of the contracts to be awarded are contained in the Part II Paper.

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EQUALITY IMPACT ASSESSMENT

Education Participation and Skills



STAGE 1: WHAT IS BEING ASSESSED AND BY WHOM?

What is being assessed - including a brief description of aims and objectives?

This EIA considers the impact of the procurement process that Plymouth City Council will be undertaking with regard to the Adult Community Learning Budget and Adult Skills Budget for the period 2018-19, overseen by the Education, Participation and Skills Department.

PCC holds a £1.48m budget from the Education and Skills Funding Agency for delivery of Adult Education (AEB). This is split into Community Learning (£796k) and Adult Skills (£682k).

Opportunities offered through the ESFA budget range from traditional community learning courses such as arts and crafts / languages / cookery / IT / family learning, to English and Maths improvement and employability skills such as construction, health and social care, hairdressing and health and safety.

Present arrangements are delivered through sub-contracts with 5 organisations. The largest provider, On-Course South West (OCSW) was previously the PCC in-house Adult and Community Learning service. In addition to OCSW are:

Shekinah Mission, Open Doors International Language School, Lynher Training, Mount Batten Centre.

From 2019 this provision will be procured through a competitive process. This will build sustainability into the adult learning offer for Plymouth citizens.

Author

Edward Coley

Department and service

Education Participation and Skills

Date of assessment

08/01/2019

STAGE 2: EVIDENCE AND IMPACT

Protected characteristics (Equality Act)	Evidence and information (eg data and feedback)	Any adverse impact See guidance on how to make judgement	Actions	Timescale and who is responsible
Age	Plymouth had a population of 256,384 people from the 2011 Census (Office of National Statistics (ONS),	No adverse impact is expected. Whilst the provision procured is for Adults, this will support and compliment the wider	Current partnerships are in place that are able to support the delivery of the funds include the Learning Skills and Employability	Head of Employment and Skills Employment and Skills Board

	<p>this is currently estimated at 264,200(DATAPlymouth).</p>	<p>offer that is available across the city through other funding streams and programmes, including apprenticeships, the wider AEB and possible ESIF activity.</p>	<p>Group, Devon and Cornwall Training Provider Network, and overseen by the Plymouth Employment sand Skills Board as part of the contribution it makes to the Plan for Employment and Skills.</p> <p>We will monitor take up of the funding in line with Ofsted requirements as well as any specific outcomes that need to be developed.</p>	<p>Learning Skills and Employability Group</p>
Disability	<p>A total of 31,164 people (from 28.5% of households) declared themselves as having a long-term health problem or disability. 10% of our population have their day-today activities limited 'a lot' by a long-term health problem or disability. 17.5 per 1,000 children in Plymouth have a learning difficulty reported by schools. 2800 people (1% of population) have some learning disability. 30,000 adults in Plymouth (10.6% of population) have some form of mental health issue.</p>	<p>No adverse impact is expected.</p> <p>The purpose of the department is to both promote and convene collaborative partnerships to deliver outstanding provision for all of our residents thereby widening opportunities and promote inclusion and equalities.</p>	<p>Current partnerships are in places that are able to support the delivery of the funds include the Learning Skills and Employability Group, Devon and Cornwall Training Provider Network, and overseen by the Plymouth Employment sand Skills Board as part of the contribution it makes to the Plan for Employment and Skills.</p> <p>We will monitor take up of the funding in line with Ofsted requirements as well as any specific</p>	<p>Head of Employment and Skills</p> <p>Employment and Skills Board</p> <p>Learning Skills and Employability Group</p>

			outcomes that need to be developed	
Faith/religion or belief	Data shows 32.9% of the Plymouth population stated they had no religion. Those with a Hindi, Buddhist, Jewish or Sikh religion combined totalled less than 1%. 0.5% of the population had a current religion that was not Christian, Islam, Buddhism, Hinduism, Judaism, or Sikh such as Paganism or Spiritualism.	No adverse impact is expected	Current partnerships are in places that are able to support the delivery of the funds include the Learning Skills and Employability Group, Devon and Cornwall Training Provider Network, and overseen by the Plymouth Employment sand Skills Board as part of the contribution it makes to the Plan for Employment and Skills. We will monitor take up of the funding in line with Ofsted requirements as well as any specific outcomes that need to be developed	Head of Employment and Skills Employment and Skills Board Learning Skills and Employability Group
Gender - including marriage, pregnancy and maternity	Circa 130,000 (50.7% of the population) are female. 77,154 (39% people are married. 16,572 (8.5% people have remarried. 5382 (2.8%) are separated and still legally married. In 2013 there were 3163 live births in Plymouth ¹	No adverse impact is expected	Current partnerships are in places that are able to support the delivery of the funds include the Learning Skills and Employability Group, Devon and Cornwall Training Provider Network, and overseen by the Plymouth Employment sand Skills	Head of Employment and Skills Employment and Skills Board Learning Skills and Employability Group

¹ Office of National Statistics

			<p>Board as part of the contribution it makes to the Plan for Employment and Skills.</p> <p>We will monitor take up of the funding in line with Ofsted requirements as well as any specific outcomes that need to be developed</p>	
Gender reassignment	We don't currently have any data about gender reassignment of our people	No adverse impact is expected	<p>Current partnerships are in places that are able to support the delivery of the funds include the Learning Skills and Employability Group, Devon and Cornwall Training Provider Network, and overseen by the Plymouth Employment and Skills Board as part of the contribution it makes to the Plan for Employment and Skills.</p> <p>We will monitor take up of the funding in line with Ofsted requirements as well as any specific outcomes that need to be developed</p>	<p>Head of Employment and Skills</p> <p>Employment and Skills Board</p> <p>Learning Skills and Employability Group</p>
Race	238,263 (92.9%) of Plymouth's population identify themselves as White. 7.1% identify themselves as	No adverse impact is expected. Department will collate any incidents from providers	Support is already in place with existing arrangements. Procurement will follow	<p>Head of Employment and Skills</p> <p>Employment and Skills Board</p>

	<p>Black and Minority Ethnic (BME) with White Other (2.7%), Chinese (0.5%) and Other Asian (0.5%) the most common ethnic groups. BME population has risen from 3% in 2001 to 6.7% in 2011 therefore has more than doubled since the 2001 census. At least 43 main languages spoken in the City, showing Polish, Chinese and Kurdish as the top three. Based on a full year data for 2012-13, our top most requested languages are Polish, British Sign Language (BSL) and Chinese Mandarin. We have seen the trend for Polish and BSL to continue into 2013-14 however the third language varies; we believe this is due to patients and clients needing repeat appointments and treatment. Ethnicity and language statistics of school children (0-18 years) Data for 2012² shows out of a total population of 36711, 33,646 (95.65%) were identified as white British. 1123 (3.06%) as 'white other background';</p>	<p>contracted with as part of ongoing monitoring.</p>	<p>needs determined by specific resident groups in the city with regard to ESOL for example for them to either enter work or become nearer to the labour market.</p> <p>Current partnerships are in places that are able to support the delivery of the funds include the Learning Skills and Employability Group, Devon and Cornwall Training Provider Network, and overseen by the Plymouth Employment and Skills Board as part of the contribution it makes to the Plan for Employment and Skills.</p> <p>We will monitor take up of the funding in line with Ofsted requirements as well as any specific outcomes that need to be developed</p>	<p>Learning Skills and Employability Group</p>
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² School census data 2012 provided by Policy, Performance & Partnerships Department, Plymouth City Council, Jan 2013.

	'other ethnic group' 438 (1.19%); BME counted for 932 (2.54%).			
Sexual orientation - including civil partnership	Data sets are not recorded centrally		<p>Current partnerships are in places that are able to support the delivery of the funds include the Learning Skills and Employability Group, Devon and Cornwall Training Provider Network, and overseen by the Plymouth Employment and Skills Board as part of the contribution it makes to the Plan for Employment and Skills.</p> <p>We will monitor take up of the funding in line with Ofsted requirements as well as any specific outcomes that need to be developed</p>	<p>Head of Employment and Skills</p> <p>Employment and Skills Board</p> <p>Learning Skills and Employability Group</p>

STAGE 3: ARE THERE ANY IMPLICATIONS FOR THE FOLLOWING? IF SO, PLEASE RECORD ACTIONS TO BE TAKEN

Local priorities	Implications	Timescale and who is responsible
Reduce the gap in average hourly pay between men and women by 2020.	This procurement will enable our residents to benefit from a range of provision that will enable them to either access employment or move nearer to the labour market as part of their journey. The provision will be promoted equally to all sexes and this will be supported to Information, Advice and Guidance provided to show where skills gaps and jobs are in the city and where they can utilise this training regardless of gender. This will contribute to reducing the imbalance as part of the wider Plan for Employment and Skills.	

Increase the number of hate crime incidents reported and maintain good satisfaction rates in dealing with racist, disablist, homophobic, transphobic and faith, religion and belief incidents by 2020.	<p>By procuring funding that enables residents to move into or become economically active, the number of incidents of this nature is anticipated to reduce.</p> <p>The department will collate any incidents from providers contracted with as part of ongoing monitoring.</p>	
Good relations between different communities (community cohesion)	Current partnerships do work to develop good relationships between communities with the Learning Skills and Employability Group being a key part of this cohesion development. In addition to this there is also cross reference to the Inclusive Growth Flagship and ensuring our communities are connected to the benefits of skills and jobs to the city.	
Human rights Please refer to guidance	<p>It is important that all people of Plymouth are treated fairly, their views are taken into account and that their human rights have been respected.</p> <p>No adverse impact on human rights has been identified.</p>	

STAGE 4: PUBLICATION

Responsible Officer: Judith Harwood

Date

Service Director for Education, Participation and Skills

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

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