



Oversight and Governance

Chief Executive's Department
Plymouth City Council
Ballard House
Plymouth PL1 3BJ

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CABINET

Tuesday 14 January 2020
2pm
Council House, Plymouth

Members:

Councillor Evans OBE, Chair

Councillor Pete Smith, Vice Chair

Councillors Haydon, Coker, Dann, Lowry, Penberthy, Jon Taylor, Laing and Kate Taylor.

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 Warspite Room, councillors are consenting to being filmed during the meeting and to the use of the recording for the webcast.

The Council is a data controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with authority's published policy.

For further information on attending Council meetings and how to engage in the democratic process please follow this link - [Get Involved](#)

Tracey Lee

Chief Executive

Cabinet

Agenda

Part I (Public Meeting)

1. Apologies

To receive apologies for absence submitted by Cabinet Members.

2. Declarations of Interest (Pages 1 - 2)

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

3. Minutes (Pages 3 - 8)

To sign and confirm as a correct record the minutes of the meeting held on 16 December 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 9 - 14)

9. Council Tax Base Setting (Pages 15 - 22)

10. Council Tax Support Scheme (to follow)

11. 2020/21 Budget Update (to follow)

12. Tamar Bridge & Torpoint Ferry 2019/20 Revenue Estimates and Capital Programme (to follow)

13. Green Minds

(Pages 23 - 36)

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DECLARING INTERESTS – QUESTIONS TO ASK YOURSELF

What matters are being discussed?



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

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

No

Yes



Declare interest and leave (or obtain a dispensation)



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

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

Yes

No



You can speak and vote



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

Yes

No



Declare the interest and speak and vote



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

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

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

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Cabinet

Monday 16 December 2019

PRESENT:

Councillor Evans OBE, in the Chair.

Councillor Pete Smith, Vice Chair (Chair for first part of meeting).

Councillors Haydon, Coker, Dann, Penberthy, Jon Taylor, Laing and Kate Taylor.

Apologies for absence: Councillors Lowry

Also in attendance: Tracey Lee (Chief Executive), Andy Ralphs (Service Director of Customer and Corporate Services), Ruth Harrell (Director of Public Health), Anthony Payne (Strategic Director for Place), Paul Barnard (Service Director for Planning and Infrastructure), Giles Perritt (Assistant Chief Executive), Andrew Loton (Senior Performance Advisor), David Northey (Head of Integrated Finance), Julie Hosking (Corporate Risk Advisor), Rob Sowden (Performance Advisor) and Amelia Boulter (Democratic Advisor).

The meeting started at 9.30 am and finished at 10.16 am.

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.

1. **Declarations of Interest**

There were no declarations of interest.

2. **Minutes**

The minutes of the meeting held on 11 November 2019 were agreed as a true and accurate record.

3. **Questions from the Public**

There were no questions from members of the public.

4. **Chair's Urgent Business**

There was no urgent business from the Chair.

5. **Leader's Announcements**

Councillor Pete Smith (Deputy Leader) reported that this was a good time to reflect on what this administration had achieved in 2019 and to look ahead to 2020. These were some of the achievements in 2019:

- Range Head Office - completed creating over 500 jobs;
- Barcode – the UK's only city centre leisure scheme and third largest IMAX;

- Oceansgate – fully let phase 1 and phase 2 commenced;
- Barden – secured 400 jobs;
- Smart Sound/MBTC – launched new in sea test range;
- Mayflower 400/Illuminate;
- The Box Figureheads – 14 refurbished figureheads would feature in the BOX, securing a 22m worldwide audience from the Times to Classic Boat owner;
- £12m Direct Development programme – completed phase 2 of Herder Court and approval to start phase 3;
- Millbay Hotel – committed to forward fund the next stage of regeneration in Millbay;
- Brunel Plaza Anchor Tenant – secured Plymouth University’s £40m investment for Brunel Plaza;
- British Land Investment – secured a further £20m investment into New George Street and Old Town Street on the back of a £9m investment in public realm;
- National Marine Park – secured government recognition as the UK’s first National Marine Park;
- Funding – secured £45.6m of funding including ACE, Creative Development Fund and Future High Streets Fund;
- Conde Nast – Plymouth was in their top ten worldwide locations to visit in 2020.

It was reported that the following developments would take place in 2020:

- Mayflower 400 – as we enter the limelight of the world stage with music, dance, light, art, literature sport, heritage, science and education;
- The Box -
 - the building to be completed early in the new year;
 - gallery fit out by April;
 - shortly announce catering partner;
 - receive the Mammouth;
 - announce programme of events;
 - open in Spring date to be confirmed after Christmas.
- Brunel Plaza – improvements to the concourse;
- Herder Court Phase 3, Plymouth International and Broadley Park – commence work on site at 3 with new direct developments in 2020 creating 70,000ft2 of new industrial and office units;
- Derry’s Building and BHS – have enabled these old department stores to be repurposed to be completed in 2020.
- Derriford District Centre – bring forward the next phase of the development;
- Public Realm – start on site with the £9m transformation of Old Town Street connecting the City Centre to the Barcode and enabling £20m investment from British Land;
- Mountbatten Centre – will appoint consultants to take forward the next phase of development of the Mount batten Centre;
- Plan For Fishing – will adopt a plan for fishing to protect and grow this important industry;

- Visitor Plan adoption/Cultural Strategy refresh – will adopt the Visitor plan and begin the process of refreshing the Cultural Strategy;
- Cruise Ships – will welcome 12 cruise ships in 2020 including the iconic Disney Magic;
- Phoenix Wharf completed - a new leisure destination and public access for the first time in many years;
- Millbay Boulevard – will complete the £5.5m regeneration scheme reconnecting the waterfront and the City Centre;
- Melville Building at Royal William Yard – work to continue on the regeneration of Melville with the arrival of Everyman Cinema;
- Devonport Market Hall – the world’s biggest immersive dome will open;
- Creative Development Fund – will provide a new comprehensive business support programme for creative businesses;
- Pipeline – will continue to bring forward the Civic, Colin Campbell Court, Bath Street, Wollwell, Weston Mill and Oceansgate phase 3.

6. **Monthly Activity Round Up**

Councillor Coker, Cabinet Member for Strategic Planning and Infrastructure made the following announcement:

- Charles Cross Scheme completed on time and on schedule. Thanks were given to the strategic transport scheme, the contractors Balfour Beatty and to the local residents and commuters whilst this scheme was being completed.

Councillor Haydon, Cabinet Member for Customer Focus and Community Safety made the following announcements:

- that following a range of actions carried out by the environmental team and increased signage in problem areas with dog fouling they were in the process of making their first prosecution;
- that the trading standards teams had overseen two big seizures of illegal tobacco and counterfeit products with a street value of £250k. Thanks were given to both teams.

Councillor Jon Taylor, Cabinet Member for Education, skills and Transformation made the following announcements:

- the school admission arrangements for 2021 were currently out for consultation and inviting parents to have their say. Consultation ends on 19 January 2020.

Councillor Kate Taylor, Cabinet Member for Health and Adult Social Care made the following announcement:

- this year 4 health and wellbeing hubs have been opened and a further hub in Stirling Road opening on 23 January 2020;

- the Independence at Home and the new arrangements began on 1 December 2019. The service was rated good which was the highest rating for a first inspection. Thanks were given to the Independence at Home team.

Councillor Pete Smith, Deputy Leader gave thanks to the election team following the recent general election.

7. **Pledge Update**

Councillor Pete Smith, Deputy Leader reported that the total number of completed pledges to an impressive 61 out of the 100 pledges and there was a plan to complete all pledges by 2022. The Deputy Leader invited Councillor Coker, Cabinet Member Strategic Planning and Infrastructure to provide an update on Pledge 22 which backs the campaign for upgrades to the A38 within Plymouth and supports the long-term aspiration for the M5 to be extended to Plymouth.

It was reported that they would continue to lobby the 3 MPs to hold the Secretary of State for Transport account and to recognise the measures required for the A38.

Cabinet agreed to note the completion of Pledge 22 in November 2019, bringing the total for completed pledges to 61.

8. **Declaration on Climate Emergency**

Councillor Dann, Cabinet Member for Environment and Street Scene and introduced the report. It was reported that:

- in March they made a commitment and unanimously declared a climate emergency and to meet the zero carbon challenge by 2030. This would require significant work;
- there were two plans, the Climate Emergency Action Plan and Corporate Carbon Reduction Plan and these plans would be shared at Full Council this afternoon;
- there was a need to have citywide approach to bring carbon emissions down and this was a massive agenda for city.

Cabinet agreed to -

1. Note the progress that has been made since the declaration on climate emergency.
2. Approve the Corporate Carbon Reduction Action Plan 2019-2024 and recommend to Full Council to support and endorse.
3. Approve the 2019 Climate Emergency Action Plan and recommend to Full Council to support and endorse.
4. Recommend to Council that the provisions of the Corporate Carbon Reduction Plan 2019-2024 and 2019 Climate Emergency Action Plan are incorporated into the next revisions of the Corporate Plan and Medium Term Financial Plan.
5. Recommend to Council to review the Corporate Carbon Reduction Plan 2019-2024 and 2019 Climate Emergency Action Plan every year and review the Climate Emergency work as part of the annual reporting on the Plymouth Plan.

6. Refer the Corporate Carbon Reduction Plan 2019-2024 and 2019 Climate Emergency Action Plan to the Brexit, Infrastructure and Legislative Change Overview and Scrutiny Committee.
7. Delegate the implementation of the Corporate Carbon Reduction Plan 2019-2024 and 2019 Climate Emergency Action Plan to the Director of Place as the appointed Senior Responsible Officer but integrated across every Council department through a Climate Emergency Board led by Corporate Management Team members that meets bi-monthly.

(Councillor Evans OBE chaired the meeting from this point onwards.)

9. **Bereavement Services - Legal Structures and Arrangements**

Councillor Haydon, Cabinet Member for Customer Focus and Community Safety introduced the item and reported that this was a state of the art crematorium on the eastern edge of the city

Ruth Harrell, Director of Public Health and David Northey, Head of Integrated Finance were also present for this item and it was reported that the new crematorium was an ideal opportunity to look at this service and to ensure that people were supported during a time of real need. They wanted to get the technical structures right and by forming a charity fits with the cooperative principles as well as delivering services in the best way possible and maximising the funding.

Councillor Haydon gave thanks to all the staff involved with this project.

Cabinet agreed to –

1. Approve the creation of a Company Limited by Guarantee with Charitable Status.
2. Endorse the proposed name of the entity as Plymouth Crematoria.
3. Approve the Business Case for the creation of the new entity, including the approval of the leasing of the bereavement estate (the “assets”) from PCC to the new entity.
4. Nominate the Service Director for Finance (S151 Officer) as Member Representative of the Charity and to exercise all voting rights on behalf of the council (subject to Key Decisions being reserved to the Leader/Cabinet) and bring back a future Report to Cabinet setting out the detailed governance arrangement required to protect, safeguard, and effectively manage the council’s interest in the new bereavement model.
5. Note the endorsement from Co-ops UK that confirms that the proposed new legal entity will be eligible for membership as an Associate Member of Co-ops UK.

10. **Risk Management Strategy**

Councillor Evans, Leader introduced this item and highlighted the importance of the Risk Management Strategy. Julie Hosking, Corporate Risk Advisor and Rob Sowden, Performance Advisor further reported that the strategy has been place for the last 17 years and includes step by step guidance, scoring risk, the monitoring and review of risk and identified departmental risk champions.

Cabinet agreed the Risk and Opportunity Management Strategy.

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Cabinet



Date: 14 January 2020
Title of Report: **Completed Pledges Report**
Lead Member: Councillor Mark Lowry (Cabinet Member for Finance)
Lead Strategic Director: Giles Perritt (Assistant Chief Executive)
Author: Andrew Loton (Senior Performance Advisor)
Contact Email: Andrew.loton@Plymouth.gov.uk
Your Reference: P2020/JAN14
Key Decision: No
Confidentiality: Part I - Official

Purpose of Report

The administration continues with its four year programme to deliver against the 100 pledges, by March 22, for a better, greener and fairer Plymouth. Following the completion of pledge 80 in November, the total number of pledges completed is 62 of the 100.

The following “pledge on a page” overview has been prepared for each pledge:

- **Pledge 80:** We will refresh the pedestrian areas of the city centre with a rolling programme of better pavements, street furniture and other features.

To see a full list of pledges completed please visit our [on-line pledge board](#).

Recommendations and Reasons

1. Cabinet are invited to note the completion of pledge 80 in December 2019, bringing the total for completed pledges to 62.

Alternative options considered and rejected

N/A

Relevance to the Corporate Plan and/or the Plymouth Plan

The 100 Pledges and manifesto priorities continue to inform development and delivery of the Corporate Plan and therefore have been adopted by the Council as part of delivery of the Corporate Plan.

Implications for the Medium Term Financial Plan and Resource Implications:

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

Carbon Footprint (Environmental) Implications:

Pledge completions complement the Council’s existing policy framework with respect to the above. However, where potential environmental implications are identified from the implementation of any new activities arising from pledge delivery, assessments will be undertaken in line with the Council’s policies.

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

** When considering these proposals members have a responsibility to ensure they give due regard to the Council’s duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.*

Where potential implications are identified from the implementation of any new activities arising from pledge delivery, assessments will be undertaken in line with the Council’s policies.

Appendices

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	Completed Pledge: Pledge 80							

Background papers:

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

Sign off:

Fin	pl.19. 20.19 7.	Leg	lt/339 50/23 12	Mon Off		HR		Asset s		Strat Proc	
Originating Senior Leadership Team member: Giles Perritt, Assistant Chief Executive											
Please confirm the Strategic Director(s) has agreed the report? Yes											
Date agreed: 06/12/2019											

Cabinet Member signature of approval: [electronic signature (or typed name and statement of 'approved by email') on Cabinet member approval only]

Councillor Mark Lowry

A handwritten signature in black ink, appearing to read 'M. Lowry', followed by a long horizontal line extending to the right.

Date: 18/12/2019

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FOR THE CITY CENTRE

Pledge 80 – Refresh the pedestrian areas of the city centre

What we said we would do: We will refresh the pedestrian areas of the city centre with a rolling programme of better pavements, street furniture and other features.

What we wanted to achieve: Working closely with the City Centre Company, we want to ensure that the streets help businesses to provide the best experience that they can by refreshing the pedestrian areas where there is a clear need. This can range from a good clean and fixing things that are broken to a more comprehensive refresh, working with businesses to redesign and replace the whole space to support and lever in major new investment.

What we have done: We have prepared the Better Places Plymouth Public Realm framework to provide a long term vision for the pedestrian areas of the city centre and to coordinate intervention where it directly supports businesses and private sector investment, as well as delivery of the City Centre Masterplan/ Joint Local Plan. In accordance with this, we have:

- West End: Completed a circa £500k refresh of Market Way, in partnership with Aspire Living and using funds from an [EU Regional Development Fund](#), and commenced a package of pavement and planting improvements around Frankfort Gate.
- Exeter Street: Invested nearly £1m into the newly completed public realm at the Barcode to support delivery of the £50m+ leisure complex by British Land, and £200k in repaving the north side of Exeter Street in parallel with the Charles Cross highways scheme to complete works in this area and avoid future disruption.
- Tavistock Place: Funding the creation of a new public square at the entrance to The Box, due for completion in April 2020.
- Millbay Boulevard: Commenced construction of the £3.52m Millbay Boulevard, linking Millbay to the city centre. Construction is due to be completed in October 2020.
- Mayflower Readiness: Initial phase includes repairs to paving around North Cross and on Armada Way to replace broken and loose pavers.
- Old Town Street/New George Street East: Secured planning consent and commenced detailed design for the major transformation of Old Town Street/New George Street East, in conjunction with British Land.
- Armada Way/New George Street West: Submitted a bid to the Transforming Cities Fund for £14.3m towards the upgrading of Armada Way and New George Street.

What's next: Activity over the following year includes:

- West End: Removal of the footbridge over Western Approach and improvement to the pedestrian crossing and paving at Frankfort Gate in spring/summer 2020.
- Old Town Street/New George Street: Delivery of improvements to commence and will be completed in winter 2021.
- Civic Square: A bid for £1m to the High Street Heritage Action Zone fund is to be submitted before Christmas and, if successful, will combine with £2.1m committed by Plymouth City Council for the comprehensive refurbishment of the Civic Square. If successful, construction could commence in 2021.
- Brunel Plaza – Plymouth Railway Station: Revamp of the pedestrian plaza outside the station and construction of a new pedestrian link and upper plaza.
- Royal Parade: A bid for £0.5m has been submitted to the High Street Heritage Action Zone fund for façade restoration and streetscape enhancements along Royal Parade. If successful, this programme will be worked up in conjunction with a £1.9m scheme for bus infrastructure improvements which is a current bid to the Transforming Cities Fund.

Find out more!

Visit plymouthnewsroom.co.uk for updates on our work to refresh the pedestrian areas of the city centre.

OFFICIAL



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Cabinet



Date of meeting:	14 January 2020
Title of Report:	Council Tax Base Setting 2020/21
Lead Member:	Councillor Mark Lowry (Cabinet Member for Finance)
Lead Strategic Director:	Andrew Hardingham (Service Director for Finance)
Author:	Stephen Coker (Senior Principle Technical Accountant)
Contact Email:	Stephen.coker@plymouth.gov.uk
Your Reference:	N/A
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

To recommend the 2020/21 Council Tax base to Council in accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012.

Recommendations and Reasons

1. Cabinet recommends Council approves the Council Tax Base for 2020/21 as set out in the report.
2. To implement fully the provisions of the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018 which amends Section 11B of Local Government Finance Act 1992 (higher amount for long-term empty dwellings: England), as follows:
 - a. 1 April 2020 charge the maximum additional premium of:
 - 100% of council tax charge for any dwelling empty between 2 and 5 years;
 - 200% of council tax charge for any dwelling empty for 5 years or more.
 - b. From 1 April 2021 charge the maximum additional premium of:
 - 100% council tax charge for any dwelling empty between 2 and 5 years;
 - 200% council tax charge for any dwelling empty between 5 and 10 years;
 - 300% council tax charge for any dwelling empty for 10 years or more.

Alternative options considered and rejected

Not applicable. It is a statutory requirement for Council to approve the Council Tax Base for the forthcoming financial year.

Relevance to the Corporate Plan and/or the Plymouth Plan

The Council Tax Base and associated 2020/21 budget papers will set out the resources available to deliver the Corporate Plan priorities.

Implications for the Medium Term Financial Plan and Resource Implications:

A collection rate of 98.0% has been used in calculating the Council Tax Base. Appendix A details the Tax Base calculations. The tax base is 74,603 band D equivalent properties.

Carbon Footprint (Environmental) Implications:

No impact will directly arise from this report.

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

No impact will directly arise from this report.

Appendices

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	Council Tax Base Calculation							
B	Council Tax Base Calculation Table 2020/21							
C	Council Tax Base Previous Years							

Background papers:

Title of any background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

Sign off:

Fin	pl.19.20. 167	Leg	ALT/ 3050 8/18	Mon Off		HR		Asset s		Strat Proc	
Originating Senior Leadership Team member: Andrew Hardingham, Service Director for Finance											
Please confirm the Strategic Director(s) has agreed the report? Yes											
Date agreed: 21/11/2019											
Cabinet Member approval: Councillor Lowry, Cabinet Member for Finance											
Date approved: 28/11/2019											

Appendices**A. Council Tax Base Calculation****I. INTRODUCTION**

- 1.1 The Local Authorities (Calculation of Tax Base) (England) Regulations 2012 make arrangements for the setting of the Council Tax. The arrangements include the determination of the Council Tax Base. A Council resolution is necessary. The decision must be notified to the major precepting authorities.
- 1.2 For the year commencing 1 April 2020, the major precepting authorities will be Devon and Cornwall Police and Crime Commissioner and Devon and Somerset Fire and Rescue Authority.
- 1.3 The Council must determine its Council Tax Base for 2020/21 during the period 1 December 2019 to 31 January 2020. The Council Tax Base is the measure of the taxable capacity of an area, for the purpose of calculating an authority's Council Tax. It represents the estimated number of Band D equivalent chargeable dwellings for the year. It also takes into account the authority's estimated Council Tax collection rate. The level of Council Tax subsequently set must be determined using the Council Tax Base figure. The Council Tax Base calculation is attached in Appendix B.
- 1.4 The calculation of the Council Tax Base allows for discounts under the Council Tax Support Scheme.

2. PURPOSE OF THE REPORT

- 2.1 The purpose of this report is to inform Cabinet of the Council Tax Base of 74,603. The Council Tax Base for 2019/20 was 73,172.
- 2.2 The Tax Base calculation includes the impact of the Council Tax Support Scheme. This report assumes that any amendments to the scheme have no impact on the tax base for the 2020/21 financial year.

3. TAX BASE CALCULATIONS

- 3.1 Council Tax base figures are calculated by the billing authority as the aggregate of the "relevant amounts" calculated for each property valuation band multiplied by the estimated "collection rate" for the year.
- 3.2 Relevant amounts are:
- (a) The number of chargeable dwellings in that band shown in the valuation list as it stands on 30 November 2019;
 - (b) The number of discounts, disabled reductions and exemptions which apply to those dwellings;
 - (c) Estimated changes in the number of chargeable properties between 30 November 2019 and 31 March 2021;
 - (d) Impact of the Council Tax Support scheme;

(e) The number of Band D equivalents within each different band.

3.3 The collection rate is the billing authority's estimate of the total amounts of 2020/21 Council Tax which will ultimately be paid or transferred into the Collection Fund.

3.4 This report assumes a collection rate for Council Tax of 98.0%. This rate reflects recent arrears collection performance, the pattern of write offs and the impact of Universal Credit. Analysis of collection rates across the age profile of debts suggests that an eventual collection rate of 98.0% is realistic and prudent in the current economic climate.

3.5 Appendix C shows the tax base used for the previous three years for comparison.

4. EMPTY HOMES PREMIUM

4.1 Change was legislated relating to the council tax premium that can be charged on a property that has been empty for more than 2 years. From April 2019 the maximum premium rose from 50% to 100% of a normal full charge, meaning a property having a council tax cost that is 200% of the normal charge. Plymouth City Council introduced this maximum premium on 1 April 2019 as part of a strategy to encourage empty properties back into use.

4.2 Further increases are possible under the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018 which amends Section 11B of Local Government Finance Act 1992 (higher amount for long-term empty dwellings: England), as follows:

From 1 April 2020 an additional premium can be charged of up to:

- 100% for any dwelling empty between 2 and 5 years;
- 200% for any dwelling empty for 5 years or more.

From 1 April 2021 an additional premium can be charged of up to:

- 100% for any dwelling empty between 2 and 5 years.
- 200% for any dwelling empty between 5 and 10 years.
- 300% for any dwelling empty for 10 years or more.

4.3 The Housing Delivery Team recommends an increase to the council tax premium attached to empty homes to the fullest extent possible as the legislation allows. This will provide a further disincentive for keeping properties empty. We envisage that returning empty homes to use will:

- Help to alleviate pressures on the housing waiting list through increased availability of rental properties
- Improve the visual appearance of empty properties that may blight neighbourhoods;
- Address problems that may be associated with living next door to an empty home for example damp ingress, vermin, anti-social behaviour and loss of property value;

- Generate New Homes Bonus funding for the city (subject to changes to the NHB scheme).

4.4 The legislation relating to the new premium can be found at the following link;

<http://www.legislation.gov.uk/ukpga/2018/25/contents/enacted>

B. Council Tax Base Calculation Table 2020/21

	BAND A with disabled relief	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	Total
Number of dwellings in valuation list as at 30th November 2019	-	47,747	32,932	23,207	9,939	5,057	1,786	603	56	121,327
Number of exempt dwellings (including demolished)	-	3,302	1,550	1,033	654	189	38	36	19	6,821
Reductions to lower band due to disabled relief	-	144	167	155	121	69	28	29	12	725
Additions to band due to disabled relief	144	167	155	121	69	28	29	12	-	725
CHARGEABLE DWELLINGS FOR BAND	144	44,468	31,370	22,140	9,233	4,827	1,749	550	25	114,506
Total discounts at 25%	59	22,414	10,670	5,892	2,205	904	268	75	1	42,488
Total discounts at 50%	1	63	56	37	25	15	28	27	14	266
Total discounts at 100%	-	96	61	25	8	6	-	-	-	196
Total discounts at 100% - One Month Only	-	787	385	183	76	31	5	9	-	1,476
TOTAL DISCOUNTS	15	5,797	2,789	1,532	578	242	81	33	7	11,074
Long Term Empty Premium at 100%	-	130	15	6	4	-	1	-	-	156
Long Term Empty Premium at 200%	-	28	12	4	1	-	-	-	-	45
LONG TERM EMPTY PREMIUM	-	186	39	14	6	-	1	-	-	246
						0				
Estimated number of dwellings not listed but which will be listed in the band for the whole or any part of the financial year	-	227	193	148	63	34	12	4	0	682
Estimated number of reductions to lower band due to successful appeals	-	-	9	2	1	4	3	1	-	20
Estimated number of additions to lower band due to successful appeals	-	9	2	1	4	3	1	-	-	20
TOTAL ADJUSTMENTS	-	218	200	149	60	35	14	5	0	682
LOCAL COUNCIL TAX SUPPORT SCHEME REDUCTIONS	42	8,855	2,932	938	234	50	17	3	-	13,071
Family annexes discount at 50%	-	18	10	18	11	7	9	1	-	73
FAMILY ANNEXES	0	9	5	9	6	3	5	1	-	36
TOTAL DWELLINGS	87	30,211	25,884	19,825	8,482	4,566	1,662	518	18	91,253
RATIO TO BAND D	5 9	6 9	7 9	8 9	9 9	11 9	13 9	15 9	18 9	
RELEVANT AMOUNTS FOR 2020/21	48	20,141	20,132	17,622	8,482	5,581	2,400	863	36	75,306
COLLECTION RATE										98.00%
ADJUSTED RELEVANT AMOUNT	47	19,738	19,729	17,270	8,312	5,470	2,352	846	35	73,800
MOD CONTRIBUTION										804
TAX BASE										74,603

C. Council Tax Base - Previous Years

Band	2017/18			2018/19			2019/20		
	Number of properties	Estimated Collection Rate	Adjusted Band D Equivalent	Number of properties	Estimated Collection Rate	Adjusted Band D Equivalent	Number of properties	Estimated Collection Rate	Adjusted Band D Equivalent
A	47,103	98.5%	18,482	47,211	98.5%	18,573	47,750	98.0%	19,359
B	32,153	98.5%	18,638	32,347	98.5%	18,972	32,674	98.0%	19,307
C	22,488	98.5%	16,508	22,709	98.5%	16,890	22,947	98.0%	17,006
D	9,539	98.5%	7,938	9,622	98.5%	8,130	9,752	98.0%	8,155
E	4,854	98.5%	5,208	4,913	98.5%	5,340	4,950	98.0%	5,332
F	1,722	98.5%	2,262	1,738	98.5%	2,308	1,755	98.0%	2,308
G	600	98.5%	833	596	98.5%	835	601	98.0%	834
H	60	98.5%	40	58	98.5%	36	58	98.0%	36
Total	118,519		69,909	119,194		71,084	120,487		72,336
MOD			866			848			836
Tax Base			70,775			71,932			73,172

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Cabinet



Date of meeting:	14 January 2020
Title of Report:	Green Minds
Lead Member:	Councillor Sue Dann (Cabinet Member for Environment and Streetscene)
Lead Strategic Director:	Anthony Payne (Strategic Director for Place)
Author:	Zoe Sydenham, Natural Infrastructure Projects and Partnerships Manager
Contact Email:	zoe.sydenham@plymouth.gov.uk
Your Reference:	N/A
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

To approve the acceptance of an ERDF grant for the total of £3,403,363.97 (€3,995,496.56 at an exchange rate of £0.8518 per €1 as set by the European Commission) and initiate the delivery of the Green Minds project to deliver nature-based solutions in Plymouth

Recommendations and Reasons

It is recommended that Cabinet:

1. Accept the ERDF grant for the delivery of the Green Minds project and ring fence the funds to achieve the project outputs.

Reason: To comply with the ERDF grant conditions and ensure that the outputs and commitments made in the Green Minds Bid are delivered.

Alternative options considered and rejected

Do nothing: REJECTED.

If the grant is not accepted we will limit the Council's aspirations to deliver a high quality natural environment and outstanding quality of life for all; we will lose the trust of partners who have committed to delivering the project with us.

Relevance to the Corporate Plan and/or the Plymouth Plan

Pioneering Plymouth: Green Minds is one of only 20 European projects awarded funding through the fourth call of the ERDF Urban Innovative Actions programme under the theme of Nature Based Solutions. It will develop, test and demonstrate a transferable and sustainable system for planning and managing land in an urban environment. It combines approaches to urban development that are new or in their infancy: Creating Green Mindsets (attitude/behaviour change) to welcome nature, not fight it;

Rewilding of daily urban life in new ways; and applying complexity management principles which view nature as a stakeholder and create strong feedback loops to sustainable land use policy.

Growing Plymouth: A partnership project, Green Minds provides an integrated framework for natural infrastructure delivery at strategic and operational levels in line with the Joint Local Plan; Climate Change Emergency and the Government's 25 year Environment Plan. It will develop additional guides and codes to augment existing policies and deliver exemplar natural infrastructure projects that will enable the city to grow sustainably: providing ecosystem services for storm-water management, improved soils, reduced air pollution. It will work in partnership with a range of landowners, city institutions and social enterprises to ensure social value is captured and investments are sustained.

Caring Plymouth: Green Minds will use a participatory approach to engaging communities, working cooperatively with Public Health and the Community and Voluntary Sector targeting 'non-users' of greenspace. It will support more diverse stakeholder involvement in decision making to engender shared stewardship and ensure investments are socially inclusive, safe and welcoming. It will inspire communities to engage with nature within the city to improve their health and wellbeing and overall quality of life.

Confident Plymouth: Over 3 years, Green Minds aims to transform the city's relationship with its natural capital, enhancing the services and benefits that flow from it. Plymouth will become known as the 'nature city', building on the 'Britain's Ocean City' brand and the National Marine Park. The project will use science and creative digital tools to make nature in the city more visible and exciting to people and experiment with different delivery approaches, communicating in creative ways locally, nationally and as part of the wider European programme.

Implications for the Medium Term Financial Plan and Resource Implications:

The total cost of the Green Minds project is £4.254m (€4.994m):

80% of the costs are funded through the ERDF grant of £3,403,363.97 (€3,995,496.56)

20% funding through secured match funding from PCC and partners of £850,840.99 (€998,874.14)

See table below

€	Grant	Secured Match	Total project cost
PCC:	€2.4m	€0.6m *	€3m
Partners:	€1.5m	€0.4m	€1.9m

* £513,248 (€602,544) of secured match are already in the approved capital programme:

- £142,872 (€167,729) from S106 Derriford Community Park – Biodiversity Improvements (planning ref. 12/02027/OUT).
- £370,376 (€434,815) from the Transforming Cities Fund.

Carbon Footprint (Environmental) Implications:

Green Minds supports the delivery of the City's Climate Change Emergency Plan by:

- Investing in high quality natural infrastructure, with a focus on natural habitats and ecosystems
- Improving air quality and lowering flood risk through projects including tree planting, rewilding corridors, creation of park wetlands and a climate resilient park arboretum
- Working with a range of landowners, sharing learning and resources to ensure a citywide approach to nature-based land management
- Supporting positive attitudes and behaviours towards nature amongst citizens and professionals
- Engaging all sectors of the community to enable them to participate in nature based activities and develop a shared sense of ownership and responsibility
- Creating toolkits for best practice nature based management which can be used beyond the project lifetime and across Europe

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

* When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.

Community Safety: providing more welcoming, accessible and safer parks and greenspaces for use by the community, lowering anti-social behavior.

Appendices

*Add rows as required to box below

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable)						
		If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.						
		1	2	3	4	5	6	7
A	Green Minds Briefing report							
B	Equalities Impact Assessment							

Background papers:

*Add rows as required to box below

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable)						
	If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.						
	1	2	3	4	5	6	7

Sign off:

Fin	pl.19. 20.18 6	Leg	MS.13 .12.19	Mon Off		HR		Asset s		Strat Proc	
Originating Senior Leadership Team member: Anthony Payne, Strategic Director for Place											
Please confirm the Strategic Director(s) has agreed the report? Yes Date agreed: 23/12/2019											
Cabinet Member approval: Sue Dann, Cabinet Member for Environment and Street Scene 'approved by email' Date approved: 18/12/2019											

GREEN MINDS

Briefing Report



1.0 Funding programme

Green Minds is funded by the ERDF Urban Innovative Actions (UIA) programme. This is an EU initiative that provides urban areas with resources to test innovative solutions to address urban challenges, see how these work in practice and respond to the complexity of real life. UIA expects the project to draw lessons, capture the knowledge and share it with other urban policy-makers and practitioners across Europe.

Green Minds was part of the 4th Call for Proposals on the themes of Sustainable use of land and nature-based solutions. Of 175 applicants, only 20 were successful. <https://www.uia-initiative.eu/en/call-proposals/4th-call-proposals>

1.1 Green Minds Overview

A 3 year project from 1 September 2019 – 31 August 2022, Green Minds is based in Plymouth. It is led by Plymouth City Council's Strategic Planning and Infrastructure Department together with Public Health, in partnership with:

- Plymouth University
- Real Ideas Organisation
- Plymouth College of Art
- Devon Wildlife Trust
- The Data Place
- National Trust

Green Minds will develop, test and demonstrate a transferable and sustainable system for planning and managing land in an urban environment.

The project combines approaches to urban development that are new or in their infancy:

- Creating Green Mindsets (attitude/behaviour change) to welcome nature, not fight it
- Rewilding of daily urban life through new natural infrastructure and nature-friendly land management practices
- Applying complexity management principles, it views nature as a stakeholder to develop integrated sustainable land use policies and processes.

The project will:

1. Experiment with different delivery and management approaches, taking a co-stewardship approach with communities, landowners and social enterprises
2. Communicate what we learn in innovative and creative ways
3. Use science and creative digital tools to make nature visible and exciting

4. Inspire people and organisations to change their behaviour and attitude to nature through inclusive engagement and visible rewilding projects
5. Capture social value through a new model to demonstrate social return on investment

1.2 Green Minds Deliverables

- New co-stewardship infrastructures for land tested and demonstrated
- Modern and professional training programme in land management for professionals and communities
- Creative and engaging communications using a range of on-site, digital and virtual mediums
- Creation of an engaging, accessible and functional data platform for nature
- Best practice nature-focused planning guides and codes in line with the Joint Local Plan
- Innovative immersive urban nature film for the public shown at the Market Hall in Devonport
- Exemplar natural infrastructure investments: Central Park; Derriford Community Park; Citywide Urban Trees; Saltram Countryside Park; Devonport/Stonehouse neighbourhood
- New methodology to establish social values of natural infrastructure
- Toolkit for best practice land management

1.3 Green Minds Impact

- Improved attitudes to urban nature amongst local communities and professionals
- Improved quality and use of natural infrastructure at the 5 investment sites
- Four new co-stewardship infrastructures established, based on pooled resources and integrated collaborative planning and implementation
- Increased investment in natural infrastructure
- Higher skilled and motivated land management workforce
- Healthier workforce
- Increase in volunteering in natural spaces
- High media profile promoting Plymouth as a 'nature city'

1.4 Equality Impact

An Equality Impact Assessment (EIA) has been carried out. Key findings show that under the Equality Act there will be no adverse impact. The project will in fact support community cohesion and health and well-being for all by:

- Working closely with Public Health to target groups who are non-users of natural spaces, identify barriers and work together to remove
- Engaging non-users to develop mechanisms for more diverse engagement and decision making in parks and greenspaces
- Working with communities to design and install new infrastructure to embed areas for social play, and communal seating/picnic/meeting areas

EQUALITY IMPACT ASSESSMENT

Project Title: Green Minds

Environment Planning Service



PLYMOUTH
CITY COUNCIL

STAGE I: What is being assessed and by whom?

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

As part of the growth of the city and to deliver significant health and well-being for communities, Plymouth City Council has secured funding from the ERDF Urban Innovative Actions programme to deliver the Green Minds project between September 2019-August 2022.

A partnership project, Green Minds provides an integrated framework for natural infrastructure delivery at strategic and operational levels in line with the Joint Local Plan; Climate Change Emergency and the Government's 25 year Environment Plan.

The project will deliver:

- New, inclusive co-stewardship models for land management
- Modern and professional training programme in land management for professionals and communities
- Creative and engaging communications using a range of on-site, digital and virtual mediums
- Creation of an engaging, accessible and functional data platform for nature
- Best practice nature-focused planning guides and codes in line with the Joint Local Plan
- Innovative immersive urban nature film for the public shown at the Market Hall in Devonport
- Exemplar natural infrastructure investments: Central Park; Derriford Community Park; Citywide Urban Trees; Saltram Countryside Park; Devonport/Stonehouse neighbourhood
- New methodology to establish social values of natural infrastructure
- Toolkit for best practice land management

The project will be led by the Environmental Planning Service team in Strategic Planning and

STAGE 1: What is being assessed and by whom?	
	Infrastructure. Delivered by a team of existing and new staff in the Natural Infrastructure Projects and Partnerships Team, it will work together with Street Services and Public Health, in partnership with Plymouth University, Real Ideas Organisation, Plymouth College of Art, Devon Wildlife Trust, The Data Place and National Trust.
Responsible Officer	Zoe Sydenham
Department and Service	Environment Planning, Strategic Planning & Infrastructure
Date of Assessment	9.12.19

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Actions	Timescale and who is responsible?
Age	It is anticipated that the project will be open to all age groups. There would be a requirement for young children to be supported by an adult. We will actively engage families and schools	No adverse impact, all age groups will have the opportunity and will be actively encouraged to be involved.	N/A	N/A
Disability	Access to monitoring forms and networks that are developed will conform to the requirements of the	No adverse impact of the project. The project will be accessible to all abilities.	N/A	N/A

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Actions	Timescale and who is responsible?
	Equality Act and recommended guidelines for users with a disability. Improvements will comply with the Equality Act and recommended guidelines for users with a disability			
Faith, Religion or Belief	Christian: 58.1% Islam: 0.8% Buddhism: 0.3% Hinduism: 0.2% Judaism: 0.1% Sikhism: <0.1% No religion: 32.9%	No adverse impact The project will be accessible to all faiths, religions and beliefs.	N/A	N/A
Gender - including marriage, pregnancy and maternity	Overall 50.6% of our population are women; this reflects the national figure of 50.8%. There will be no gender barrier to being involved in this project.	No adverse impact, there will be no barriers to involvement based on gender.	N/A	N/A
Gender Reassignment	Access to being involved	No adverse impact,	N/A	N/A

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Actions	Timescale and who is responsible?
	in the project will not be limited by gender reassignment.	there will be no barriers to involvement based on gender reassignment.		
Race	White (all): 96.1% Mixed (all): 1.3% Asian (all): 1.5% Black (all): 0.7% Other: 0.4% The project will be open to all to participate regardless of race.	No adverse impact, the project will be open to all to participate regardless of race.	N/A	N/A
Sexual Orientation -including Civil Partnership	The project will be open to all to participate regardless of sexual orientation.	No adverse impact, the project will be open to all to participate regardless of sexual orientation.	N/A	N/A

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 inequality gap, particularly in health between communities.	The project will work closely with Public Health to target groups who are non-users of natural spaces, identify barriers and work together to remove them	This is a 3 year project from September 2019 to August 2022 led by the Natural Infrastructure Projects and Partnerships Team.

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?
	<p>so encouraging a more diverse use of these spaces for health and wellbeing. A monitoring and evaluation framework developed with Public Health will enable us to assess the impact of the project on health and wellbeing.</p> <p>All natural spaces improved as part of the project will remain free open access for all and improvements will actively encourage walking, cycling, play and sports activities for all abilities.</p>	
Good relations between different communities (community cohesion).	The project will encourage input from all user-groups as well as engage non-users to develop mechanisms for more diverse engagement and decision making in parks and greenspaces. The design of new infrastructure will embed areas for social play, and communal seating/picnic/meeting areas.	This is a 3 year project from September 2019 to August 2022 led by the Natural Infrastructure Projects and Partnerships Team.
Human Rights	<p>This service recognises Article 14 of Human Rights Act – The right to receive Equal Treatment and prohibits discrimination including sex, race, religion and economic and social status in conjunction with the Equalities Act which includes age and disability.</p> <p>All staff and service users will be treated fairly and that their human rights will be respected.</p> <p>No adverse impact on human rights has been identified.</p>	N/A

STAGE 4: The Principles of Fairness	
Principles	Comment
People should be able to access opportunity whatever their circumstances	The use and enjoyment of the city’s parks and greenspaces is open to all.
The city should give priority to those in greatest need when it allocates resources	The project will be open to all and will give equal weight to the information provided to it by all members of society. The project will target non-users to support them to use greenspaces and have a say in how they are designed and maintained. It will also develop their capacity to engage in decision making. Improvements will take into account the needs of all users and promote equality of access.
Things that make the biggest difference to people’s lives should get priority when deciding where resources go	The project will ensure that the people of Plymouth will have access to high quality natural spaces, play and sports benefitting from the associated health and social benefits and positively impacting on climate change challenges that the city faces
The way things are done in the city matters just as much as what is done	The project will actively provide opportunity for local stakeholders to contribute to the design of sites and develop new co-stewardship management structures.
Unfairness which takes time to remove needs policies for the long term	Access to and enjoyment of parks and greenspaces is open to all and is fair for all.
Preventing inequalities is more effective than trying to eliminate them	The project will work on the premise of preventing inequality within communities by providing opportunity for all to be involved and targeting those people currently not engaged.
Services should be provided ‘with’ people, not ‘for’ them	Input from the community will be vital in the delivery of this project in order to ensure improvements meet their needs. The project aims to develop co-stewardship structures that can be sustained beyond the life of the project.
The needs of future and current generations should be balanced when making decisions.	The project aims to work with nature, ensuring activities and materials have the lowest possible environmental impact and carbon footprint; enhancing biodiversity and improving air quality. The project aims to improve the attitudes and behaviours of people towards nature, encouraging a wider understanding of the benefits of caring for nature for current and future generations.

STAGE 4: Publication			
Director, Assistant Director/Head of Service approving EqIA.		Date	

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