



Oversight and Governance

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

Please ask for Jamie Sheldon
T 01752 668000
E Senior Governance Advisor
democraticsupport@plymouth.gov.uk
www.plymouth.gov.uk
Published 05 March 2021

CITY COUNCIL

Monday 15 March 2021
2.00 pm
Virtual Meeting

Members:

Councillor Mavin, Chair

Councillor Winter, Vice Chair

Councillors Allen, Mrs Aspinall, Ball, Mrs Beer, Bowyer, Mrs Bowyer, Mrs Bridgeman, Buchan, Carson, Churchill, Coker, Cook, Corvid, Dann, Darcy, Sam Davey, Deacon, Derrick, Downie, Drear, Evans OBE, Goslin, Haydon, Hendy, James, Mrs Johnson, Jordan, Kelly, Laing, Michael Leaves, Samantha Leaves, Loveridge, Lowry, McDonald, Morris, Murphy, Neil, Nicholson, Parker-Delaz-Ajete, Penberthy, Mrs Pengelly, Rennie, Riley, Singh, Pete Smith, Rebecca Smith, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Ms Watkin, Wheeler and Wigans.

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

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

City Council

Agenda

1. Apologies

To receive apologies for absence submitted by councillors.

2. Minutes

(Pages 1 - 4)

To approve and sign the minutes of the meeting held on 22 February 2021 as a correct record.

3. Declarations of Interest

(Pages 5 - 6)

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.

4. Appointments to Committees, Outside Bodies etc

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

5. Announcements

(a) To receive announcements from the Lord Mayor, Chief Executive, Service Director for Finance or Head of Legal Services;

(b) To receive announcements from the Leader, Cabinet Members or Committee Chairs.

6. Questions by the Public

To receive questions from and provide answers to the public in relation to matters which are about something the council is responsible for or something that directly affects people in the city, in accordance with Part B, paragraph 11 of the Constitution.

Questions, of no longer than 50 words, can be submitted to the Democratic Support Unit, Plymouth City Council, Ballard House, West Hoe Road, Plymouth, PL1 3BJ, or email to democraticsupport@plymouth.gov.uk. Any questions must be received at least five complete working days before the meeting.

7. Lord Mayoralty 2021/22

(Pages 7 - 10)

8. Organisational Design - Senior Management Arrangements

(Pages 11 - 18)

9. Motions on notice

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

10. Urgent Key Decision to be Reported

(Pages 19 - 24)

11. Questions by Councillors

Questions to the Leader, Cabinet Members and Committee Chairs covering aspects for their areas of responsibility or concern by councillors in accordance with Part B, paragraph 12 of the constitution.

This page is intentionally left blank

City Council

Monday 22 February 2021

PRESENT:

Councillor Mavin, in the Chair.

Councillor Winter, Vice Chair.

Councillors Allen, Mrs Aspinall, Ball, Mrs Beer, Bowyer, Mrs Bowyer, Mrs Bridgeman, Buchan, Carson, Churchill, Coker, Cook, Corvid, Dann, Darcy, Sam Davey, Deacon, Derrick, Downie, Drean, Evans OBE, Goslin, Haydon, Hendy, James, Mrs Johnson, Jordan, Kelly, Laing, Michael Leaves, Samantha Leaves, Loveridge, Lowry, McDonald, Morris, Murphy, Neil, Nicholson, Parker-Delaz-Ajete, Penberthy, Mrs Pengelly, Rennie, Riley, Singh, Pete Smith, Rebecca Smith, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Ms Watkin, Wheeler and Wiggins.

The meeting started at 2.00 pm and finished at 6.11 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.

76. **Minutes**

The minutes of the meetings held on 25 January 2021 were agreed as a true and accurate record subject to –

An amendment to Page 15 as Councillor Mrs Johnson was showing as having voted twice and on

Page 12, Councillor Carson was showing as having voted twice and Councillor Ball's vote was not recorded on this item.

77. **Declarations of Interest**

The following declarations of interest were made by councillors in accordance with the code of conduct in respect of items under consideration at the meeting –

Name	Item Number	Reason	Interest
Councillor Bill Stevens	6	Employed by Devon and Cornwall Police	Private Interest
Councillor Kate Taylor	6	Partner is employed by Devon and Cornwall police	Private Interest
Councillor Ian Darcy	6	Employed by Devon and Cornwall Police	Private Interest

78. **Announcements**

The Director of Public Health provided an update on the current situation with regards to the COVID-19 pandemic:

- Since the last meeting rates had fallen. Current rates in Plymouth were 50 per 100,000 per week, 75 per 100,000 per week South West average and 121 per 100,000 per week England average.
- Plymouth's rates were in the bottom 5% of all local authority areas.
- Lowest levels that had been reached in winter months with the current lockdown levels, expected that a natural plateau had now been reached.
- Devon CCG had reported good progress with the vaccination program and plans were underway for the 65-70 and under 65s with underlying conditions.
- Over 95% of over 70s had been vaccinated.
- Data was showing that the vaccines were successful in reducing the effects of COVID19, even from the first injection, but this does take time to build immunity.
- The Prime Minister would announce plans for the upcoming months at 7pm on Monday 22 February 2021 with tests that must be met in order to continue easing lockdown restrictions.
- Although it was positive that we were moving towards restrictions being lifted and more people were being vaccinated every day, restrictions were still in place and people must remember to follow the hands, face and space guidance.
- Schools should be returning on 8th March 2021.
- Teams were working on optimising movement of people through vaccination centres safely.
- The launch a community champions programme to ensure that communities were getting the information on vaccinations that they need, tackling misinformation.
- Production of a vaccination toolkit for Councillor's with clear information for signposting.

79. **Questions by the Public**

There was one question from members of the public:

The following question was submitted by Mr Gregg Roger Black and answered by Councillor Tudor Evans OBE, Leader of the Council:

Question: Rail connectivity is very important to Plymouth, does the Leader support Devon County Council in reopening the line between Bere Alston and Oakhampton to Exeter as an alternative to the line past Dawlish? This would be an

Answer:
We, as part of the Peninsula Rail Task Force, support the northern route as an additional line but the Peninsula Rail Task Force's number one priority is and always has been a resilient main line between Plymouth and Exeter that is also able to serve communities in Torbay and South Devon. Government must first commit to funding all the phases of work identified by Network Rail to make the existing coastal route more resilient. Phase 2 is under construction as we speak.

<p>alternative if there is another storm that damages the line like in 2014.</p>	<p>Longer Term, not only as rising sea levels continue to threaten the resilience of the coastal route but also the need to provide more train paths to meet rising demand in what will be an increasingly populated part of South Devon, a southern alternative route behind Dawlish becomes the preferred alternative main line route. Longer distance express services, not required to stop at any of the intermediate stations along the coast between Newton Abbot and Exeter, can use this alternative to avoid delays travelling behind stopping services and at the same time improve reliability and reduce journey times to Exeter and beyond into the bargain.</p>
--	--

80. **Revenue and Capital Budget and Proposed Council Tax Levels For 2021/22**

At the start of the debate Councillor Evans OBE (Leader of the Council) proposed, Councillor Kelly (Leader of the Opposition) seconded and Council agreed that in accordance with Part B, Council Procedure Rule 14.6 of the Constitution, Rule of Debate 4.2 (in Appendix one) (which limits speeches to five minutes) was suspended for this item in relation to the speeches by the Leader and the Leader of the Opposition.

Councillor Evans OBE, Leader of the Council, introduced the Revenue and Capital Budget and Proposed Council Tax Levels for 2021/22 report as amended this was seconded by Councillor Lowry, Cabinet Member for Finance.

Councillor Evans OBE (Leader of the Council) and Councillor Kelly (Leader of the Opposition) gave speeches on their perspectives regarding the Revenue and Capital Budget and Proposed Council Tax Levels for 2021/22.

Following debate, with contributions from Councillors Neil, Dann, Laing, Peter Smith, Haydon, Kate Taylor, Deacon, Stevens, Gosling, Nicholson, Derrick, Beer, Singh, Jordan, Drear, Lowry, Coker, James, Johnson, Darcy and Bridgeman.

Council agreed to -

1. approve the proposed net revenue budget requirement for 2021/22 of £195.568m;
2. approve an increase to the council tax levels for 2021/22 by one point nine nine percent (1.99%)
 - 2a. approve an increase to the Adult Social Care precept for 2021/22 by three percent (3.00%) and;
 - 2b. approve a contribution of £1.367m from reserves in order to balance the 2021/22 Council Budget.
3. approve the capital budget of £778.671m for 2020 to 2025 (Appendix B6);
4. note that the precept to the Council issued by the Police and Crime Commissioner for Devon, Cornwall and the Isles of Scilly in accordance with Section 40 of the Local

Government Finance Act 1992 for each category of dwellings in the Council's area, will be confirmed at the meeting;

5. note that the Devon and Somerset Fire and Rescue Authority precept will be confirmed for 2021/22 at the meeting;
6. note the Section 151 Officer's statement on the Budget as set out in section 2 of this report;
7. approve the annual Treasury Management Strategy and Capital Financing Strategy 2021/22 (incorporating the authorised limits, operational boundaries and prudential indicators) as submitted (Appendices B8 and B7);
8. note the response to the recommendations made by the Budget Scrutiny Select Committee and the Cabinet response to those recommendations (Appendix B9);
9. approve the use of flexible capital receipts to fund The Way We Work Programme;
10. delegate responsibility for any technical accounting changes which may arise after the budget to the Section 151 Officer in consultation with the Leader and Portfolio Holder for Finance.

For (30)

Councillors Allen, Mrs Aspinall, Buchan, Corvid, Coker, Dann, Darcy, Derrick, Davey, Evans OBE, Haydon, Gosling, Hendy, Laing, Lowry, McDonald, Morris, Murphy, Neil, Parker-Delaz-Ajete, Penberthy, Rennie, Peter Smith, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Wheeler, Winter (DLM).

Against (2)

Councillors Ball and Singh.

Abstain (23)

Councillors Beer, Bowyer, Mrs Bowyer, Mrs Bridgeman, Carson, Churchill, Cook, Darcy, Deacon, Downie, Drean, James, Jordan, Johnson, Kelly, Michael Leaves, Samantha Leaves, Loveridge, Nicholson, Pengelly, Rebecca Smith, Watkin, Wiggins.

Absent/Did Not Vote (2)

Councillors Riley and Lord Mayor – Councillor Mavin.

DECLARING INTERESTS – QUESTIONS TO ASK YOURSELF

What matters are being discussed?

**D
P
I**

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)

**P
r
i
v
a
t
e

I
n
t
e
r
e
s
t**

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

**C
a
b
i
n
e
t**

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.

This page is intentionally left blank

City Council



Date of meeting: 15 March 2021
Title of Report: **Lord Mayoralty 2021/22**
Lead Member: Councillor Peter Smith (Deputy Leader)
Lead Strategic Director: Giles Perritt (Assistant Chief Executive)
Author: Helen Prendergast (Democratic Advisor)
Contact Email: Tel: 0172 305155
helen.prendergast@plymouth.gov.uk
Your Reference: LM2021/22
Key Decision: No
Confidentiality: Part I - Official

Purpose of Report

The purpose of this report is to propose the Lord Mayor for 2021/22 on recommendation from the Lord Mayor Selection Committee, as per Article 5 of the Council's Constitution.

The Committee met on 26 February 2021 and unanimously agreed to recommend Councillor Mrs Terri Beer for the Office of Lord Mayor for 2021/22.

Recommendations and Reasons

The City Council approves the recommendation from the Lord Mayor Selection Committee to appoint Councillor Mrs Terri Beer as Lord Mayor for 2021/22.

Reason: Councillor Mrs Terri Beer had been nominated and recommended by the Selection Committee.

Alternative options considered and rejected

None. The Lord Mayor is appointed annually by Council in accordance with the Council's Constitution.

Relevance to the Corporate Plan and/or the Plymouth Plan

The Office of Lord Mayor provides support across all of the Council's areas of work and in particular with regard to Plymouth being a welcoming city, given the Lord Mayor's role as First Citizen of Plymouth.

Implications for the Medium Term Financial Plan and Resource Implications:

Remuneration for roles of Lord Mayor and Deputy Lord Mayor are already built into the budget and form part of the Members' Allowance Scheme, as set out in Appendix One of the Constitution.

Carbon Footprint (Environmental) Implications:

Not applicable.

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.

None.

Appendices

*Add rows as required to box below

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	Minute of Selection Committee 26.02.2021							

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) <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.20. 21.24 9	Leg	MS/1/ 01.03. 21	Mon Off		HR		Assets		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: 04/03/2020											
Cabinet Member approval: Councillor Peter Smith (Deputy Leader) via email											
Date approved: 4 March 2021											

Lord Mayoralty 2021/22**City Council: 15 March 2021****Lord Mayor Selection Committee (Minute 4)
(26 February 2021)**

The Committee sought nominations for the Lord Mayoralty 2021/22. Having been nominated by Councillor Kelly and seconded by Councillor James, it was agreed unanimously to extend a cordial invitation to Councillor Mrs Terri Beer to accept the Office of Lord Mayor for the following municipal year.

Councillors waited upon Councillor Mrs Terri Beer who, on arrival, expressed her appreciation at the nomination which she was delighted to accept.

Agreed that it is unanimously recommended to City Council that it approves the appointment of Councillor Mrs Terri Beer as Lord Mayor for the 2021/22 municipal year.

This page is intentionally left blank

Date of meeting:	15 March 2021
Title of Report:	Organisational Design – Senior Management Arrangements
Lead Member:	Councillor Tudor Evans OBE (Leader)
Lead Strategic Director:	Tracey Lee (Chief Executive)
Author:	Andy Ralphs (Strategic Director of Customer and Corporate Services)
Contact Email:	andy.ralphs@plymouth.gov.uk
Your Reference:	
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

The report sets out proposals to make amendments to the Senior Management structure and officer accountabilities for Plymouth City Council. It seeks to build on the improvements in customer services as we move into a new phase of developing the Council's operating model, the delivery of the digital plan and future customer experience strategy.

Recommendations and Reasons

It is recommended that Council:

1. Approves the creation of the role of Service Director for Digital and Customer Experience, and the deletion of the role of Service Director for Customer Services and Service Centre
2. Approves the addition of responsibilities for the Service Centre and the administration of revenues and benefits to the Service Director for Finance.
3. Delegates the Chief Officer Appointments Panel to undertake further activity in relation to the changes.

Alternative options considered and rejected

To retain the Service Director of Customer Services role and create an additional Chief Digital Officer role.

Do nothing – this would not support the future strategic direction of the Council or the future skills and leadership capabilities the Council requires.

Relevance to the Corporate Plan and/or the Plymouth Plan

The proposals in the report are designed to best support delivery of the Plymouth Plan and Corporate Plan and Digital Plan 2020-2023.

Implications for the Medium Term Financial Plan and Resource Implications:

Established Chief Officer salaries are accounted for within the Medium Term Financial Plan.

Where roles have changed there will be consideration of whether or not this impacts on the salaries currently paid with referral to an independent job evaluation process if required.

No changes will be made to current salaries without reference to the Chief Officer Appointment Panel.

Carbon Footprint (Environmental) Implications:

It is the responsibility of all senior officers to ensure we develop and deliver our plans for both ensuring the Council is carbon neutral by 2030 and leading the City in carbon reduction. Digital will be a significant contributor to enable the Council and City to work, connect and behave differently in the future.

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.*

Improved access to and availability of services in ways that meet the customer's requirements ensures wider access to services for groups that can be marginalised.

Appendices

**Add rows as required to box below*

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	Current structure chart							
B	Proposed structure chart							
C	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)						
	<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
Report to Full Council 16 March 2020							

Sign off:

Fin	PL.20. 21.25 5	Leg	3631 0/AC/ 5/3/2 1	Mon Off		HR	AM05 0321	Asset s		Strat Proc	
Originating Senior Leadership Team member: Andy Ralphs, Strategic Director Customer & Corporate Services											
Please confirm the Strategic Director(s) has agreed the report? Yes											
Date agreed: 04/03/2021											
Cabinet Member approval: Councillor Tudor Evans OBE (Leader)											
Date approved: 05/03/2021											

This page is intentionally left blank

I. INTRODUCTION

A report was presented to Council on 16 March 2020, which set out a small number of proposals to amend the Senior Management structure for Plymouth City Council to meet existing and future drivers for change. The report included proposals in relation to the Customer and Corporate Services Directorate, for which some additional changes are now proposed. The Directorate encompasses activities including Finance, Procurement, Capital Projects, FM, Human Resources and Organisational Development, Libraries, Customer Services, Service Centre, Business Change and Digital.

2. CURRENT POSITION

Following the approval of proposals in the report of 16 March 2020, the Council has been responding to the challenges created by the Covid-19 pandemic. During this time implementation of the changes has been based on what was needed at the time to deal with the lockdowns and service impacts caused by the pandemic. With the route ahead now clearer, now is the time to complete the implementation of structures in the Customer and Corporate Services Directorate.

Changes that have occurred include the Service Director for HR and Organisational Development taking responsibility for Facilities Management and Capital Projects from the 1 September 2020 and the appointment of a new Service Director for Finance, in November 2020. The Service Director for Finance is the Council's statutory Section 151 Officer.

In December 2020 the post of Service Director for Customer Services and the Service Centre became vacant. This allowed a further opportunity to review the priorities and challenges for the Council and how it delivers its future operating model. This includes the delivery of the Council's Digital Plan 2020-2024, the ongoing delivery of business change, and the requirement to continuously develop customer experience. Ownership for our customer experience is a shared responsibility for staff across the Council. Defining and achieving a level of consistency across Council services requires senior and dedicated leadership which is why these proposals include a new Service Director level role with this accountability. The role of the Strategic Director for Customer and Corporate Services is to align our Customer, Digital, Accommodation, People and Financial plans and strategies to maximise return on these assets that all Council services depend upon.

In addition there is a compelling need to drive forward the benefits of Digital. The City has recently attracted £3M of full fibre investment (LFFN) awarded by Department of Culture, Media and Sport. This is delivering significant gigabit broadband capability to public sector assets which will enable the Council and partners to continue to respond to customer demand for innovative digital services working alongside traditional channels for service delivery. In addition, City Fibre announced a £50M private investment into the City bringing full fibre to businesses and households across the City.

This investment opens up a number of opportunities for employment, innovation and potential income streams for the City as a whole and therefore requires a significant amount of leadership, capacity and expertise to maximise those investments that are not currently in place. The Council also has an extensive digital plan to deliver over the next three years which will require new skills and capabilities that take us forward for the future and make sure that we have a digital inclusion approach to ensure all our customers are able to access our services.

Existing arrangements for Digital and Business Change activity are currently being managed on temporary arrangements which are not sustainable in the longer term. In line with the vast majority of local authorities there is now an identified requirement to have a Service Director or equivalent responsible for customer experience, digital services and cross cutting business change activity.

3. PROPOSALS

Customer and Corporate Services Directorate

It is proposed that the vacant role of Service Director of Customer Service and Service Centre is deleted.

It is proposed that a new role is created: Service Director for Digital and Customer Experience. The postholder will lead on Digital, Business Change, Customer Experience and Corporate Customer Service functions for the Council.

In addition and in response to the impacts that Covid-19 will have on the collection of Council Tax, increased management of bad debt and the demand on benefits it is also proposed that the Service Centre and Revenues and Benefits departments move under the remit of the Service Director for Finance. This will ensure the financial implications and complex legislative changes are dealt with through one set of line management rather than two.

4. COUNCIL PROCEDURE

Initial consultation on these proposals has taken place with those likely to be impacted. Subject to Council agreeing this approach, further individual consultation will take place with directly affected Chief Officers and other post holders to ensure they are fully informed of the proposed next steps and have the opportunity to raise any further comments or questions.

Trade union colleagues will also be updated with the opportunity to respond to the proposals and support their members.

The Chief Officer Appointments Panel will consider any further responses from the consultation carried out in respect of these proposals as they relate to Chief Officers.

Any other roles will be consulted on by management representatives in line with existing arrangements relating to those on NJC terms and conditions. Other processes, for example those relating to any future recruitment and selection, will also be undertaken in line with existing arrangements.

5. FINANCIAL INFORMATION

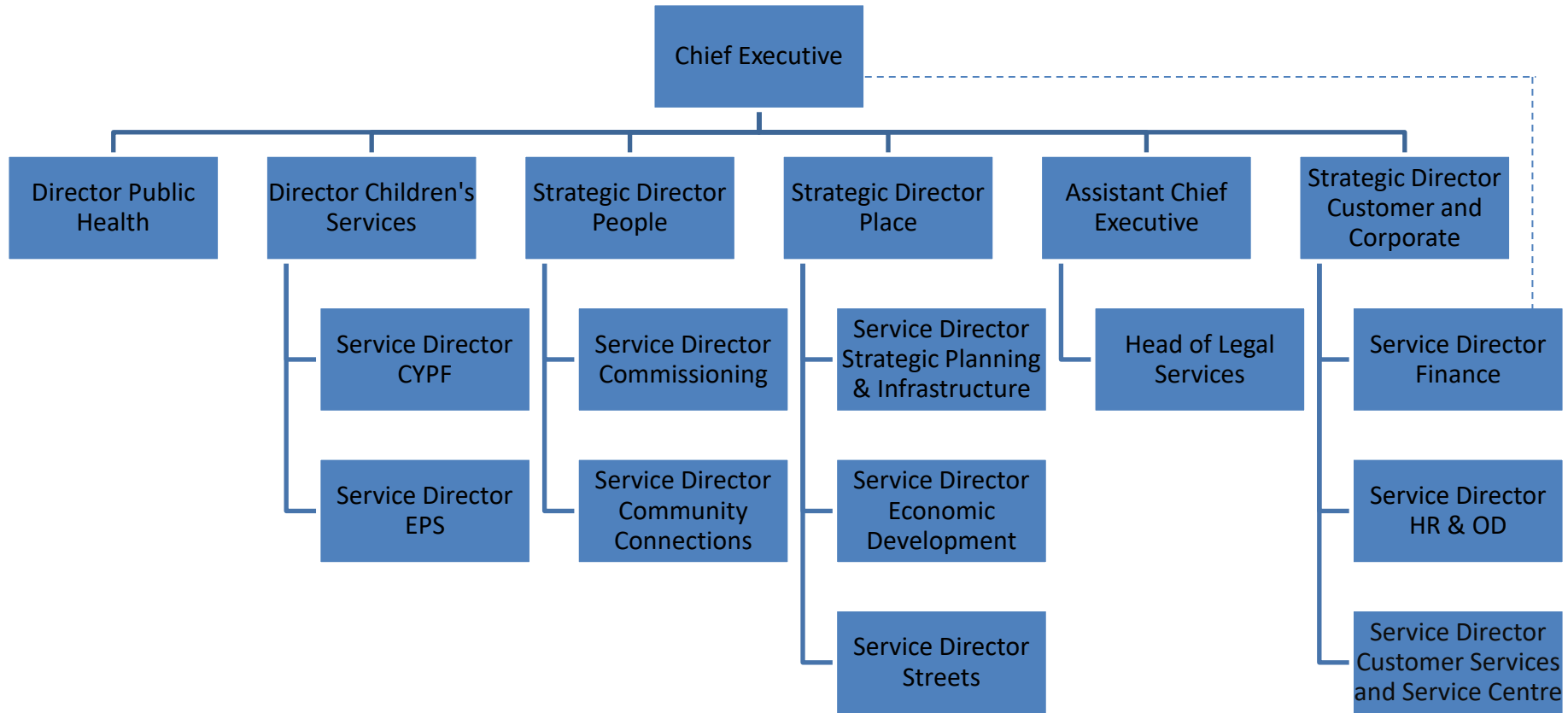
There will be no increase in the Chief Officer establishment from this proposal. Chief Officer and other salaries are accounted for within the budget agreed by Council in February 2021.

New role profiles and wider pay bands were introduced for Chief Officers with effect from 1 October 2019. Where roles have changed there will be consideration of whether or not this impacts on the pay rate with referral to an independent job evaluation process if required. No changes will be made to current salaries without reference to the Chief Officer Appointments Panel.

6. PROPOSED TIMETABLE

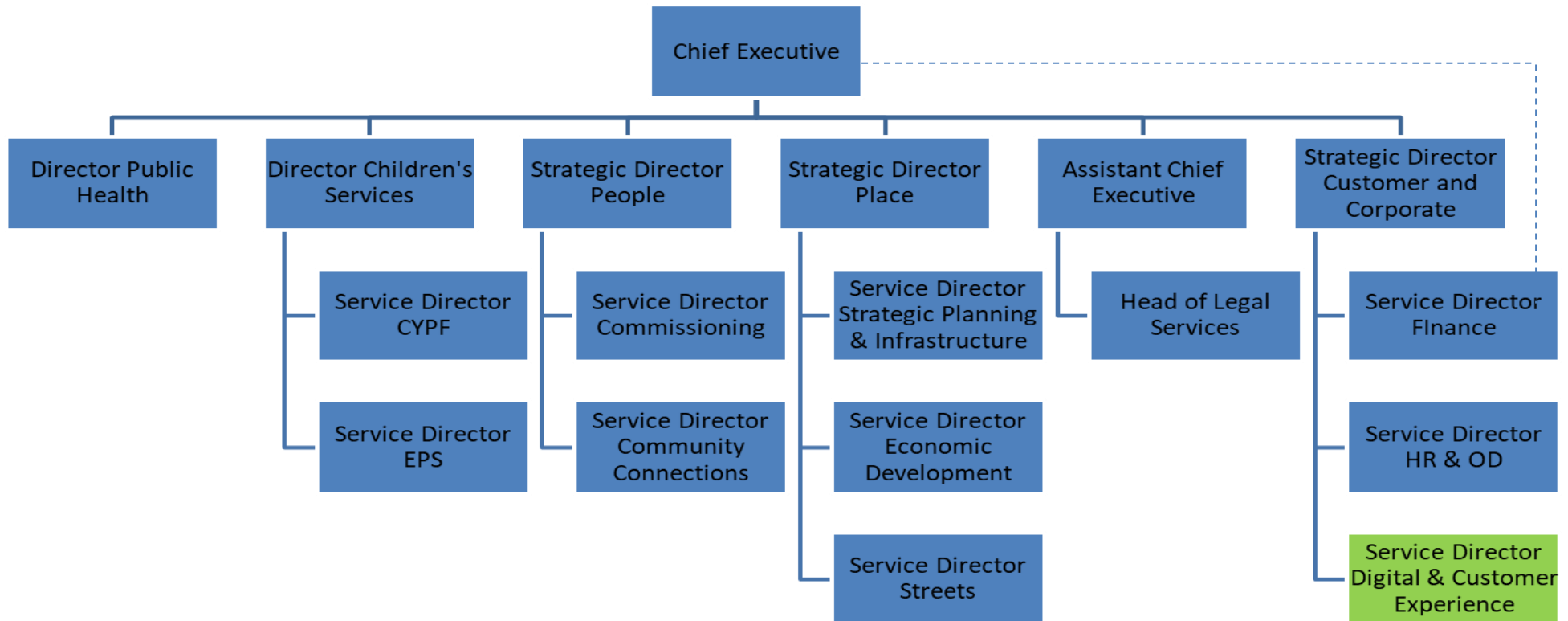
If the proposals are approved by Council on 15 March 2021 it is anticipated that Members of the Chief Officer Appointment Panel which is scheduled to meet on 26 March 2021 will commence work required to implement this activity.

Appendix A – Current structure



Note: There is a dotted line of responsibility for the Service Director Finance to the Chief Executive for the statutory accountabilities and responsibilities of the Section 151 Officer.

Appendix B – Proposed structure



Note: There is a dotted line of responsibility for the Service Director Finance to the Chief Executive for the statutory accountabilities and responsibilities of the Section 151 Officer.

City Council



Date of meeting:	15 March 2021
Title of Report:	Urgent Key Decisions
Lead Member:	Councillor Tudor Evans OBE (Leader)
Lead Strategic Director:	Giles Perritt (Assistant Chief Executive)
Author:	Andrew Loton (Head of Governance, Performance and Risk)
Contact Email:	Andrew.loton@Plymouth.gov.uk
Your Reference:	I5M2021AL
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

Per section 4.5 of Part C and section 14 of Part F of the Constitution, urgent key decisions are required to be reported to the next ordinary Council meeting after they were taken. The report sets out the following urgent key decision taken by the Leader and Cabinet Members:

- 29 January 2021: Local Authority Additional Restriction Grant Guidance.

Recommendations and Reasons

Recommendation: That Council note the urgent key decision taken by the Leader, Councillor Tudor Evans OBE, and published on the date noted.

Reason: Council is required to note urgent key decisions taken as stated within the Constitution.

Alternative options considered and rejected

No alternative options given the Constitutional requirement to report the Urgent Key Decisions to Council.

Relevance to the Corporate Plan and/or the Plymouth Plan

The decisions taken within this report each support the vision and values within the Corporate Plan. Each decision would have a direct bearing on either the Growing City or Caring Council elements of the Plan.

Implications for the Medium Term Financial Plan and Resource Implications

The implications of each decision has been listed within the report.

Carbon Footprint (Environmental) Implications:

The implications of each decision have been detailed within individual report.

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.

Implications for each decision have been detailed within individual reports.

Appendices

*Add rows as required to box below

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	Urgent Key Decisions							

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) <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	akh.2 0.21.1 70	Leg	3630 9/AC/ 5/3/2 1.	Mon Off		HR		Assets		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: 05/03/2021											
Cabinet Member approval: Councillor Tudor Evans OBE (Leader)											
Date approved: 05/03/2021											

EXECUTIVE DECISION

made by a Cabinet Member




REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – L36 20/21

Decision			
1	Title of decision: Local Authority Additional Restrictions Grant Guidance		
2	Decision maker (Cabinet member name and portfolio title): Councillor Tudor Evans OBE (Leader of the Council)		
3	Report author and contact details: Amanda Ratsey (Head of Economy, Enterprise and Employment) Amanda.ratsey@plymouth.gov.uk		
4	Decision to be taken: 1. To adopt the guidance and criteria for the Discretionary fund as set out in the report 2. To delegate the administration of the Fund to the s151 Officer in consultation with the Leader and Service Director for Economic Development		
5	Reasons for decision: The government has made available additional funding to support business recovery following the third national lockdown due to Covid19. This scheme is Plymouth City Council's approach to delivering the fund, following the government guidance. This is one of a number of support programmes that have been provided by government. The funding allocated to Plymouth is £7.570 million which can be spent at the discretion of the Local Authority from November 2020 through to March 2022.		
6	Alternative options considered and rejected: To not implement the fund. This would prevent further financial support to businesses who have been ineligible for support from other schemes.		
7	Financial implications: The funding allocated to Plymouth is £7.570 million which can be spent at the discretion of the Local Authority from November 2020 through to March 2022. This is fully funded by government. The cost of administering this scheme is currently being absorbed by the Council.		
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No
			Per the Constitution, a key decision is one which: in the case of capital projects and contract awards, results in a new commitment to spend and/or save in

				excess of £3million in total
		X		in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1 million
		X		is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
	If yes, date of publication of the notice in the Forward Plan of Key Decisions			
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:		This decision supports the Growing Plymouth theme by ensuring impact on the economy from the Covid19 lockdown is minimised.	
10	Please specify any direct environmental implications of the decision (carbon impact)		None directly arising from the recommendation from this report	
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes	x	(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No		(If no, go to section 13a)
12a	Reason for urgency: The Government announced further funding to support businesses that are forced to close or severely impacted by the current nationally imposed restrictions. This funding covers the period 5 January to 15 February.			
12b	Scrutiny Chair Signature:	Councillor Darren Winter	Date	29/01/21
	Scrutiny Committee name:	Brexit, Infrastructure and Legislative Change		
	Print Name:	Councillor Darren Winter.		
Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes	x	
		No		(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision? Cllr Mark Lowry (Cabinet Member for Finance) Cllr Tudor Evans OBE (Leader)			
13c	Date Cabinet member consulted 28/01/21			

14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer				
		No	x					
15	Which Corporate Management Team member has been consulted?	Name		Brendan Arnold				
		Job title		Service Director for Finance				
		Date consulted		28/01/21				
Sign-off								
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)			DS87 20/21			
		Finance (mandatory)			ba.20.21.223			
		Legal (mandatory)			MS/28.01.21			
		Human Resources (if applicable)						
		Corporate property (if applicable)						
		Procurement (if applicable)						
Appendices								
17	Ref.	Title of appendix						
	A	Executive Decision Briefing Paper for Additional Restrictions Grant Guidance						
Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)				
		No	x					
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> 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. 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.						
Title of background paper(s)	Exemption Paragraph Number						
	1	2	3	4	5	6	7
Cabinet Member Signature							
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given 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. For further details please see the EIA attached.						
Signature			Date of decision	29/01/21			
Print Name	Councillor Tudor Evans OBE						