



Oversight and Governance

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Performance, Finance and Customer Focus Overview and Scrutiny Committee

Wednesday 1 December 2021

2.00 pm

Council House

Members:

Councillor Penberthy, Chair

Councillor Jordan, Vice Chair

Councillors Collins, Dann, Derrick, James, Lowry, Stevens and Stoneman (and one Conservative vacancy).

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.

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Tracey Lee

Chief Executive

Performance, Finance and Customer Focus Overview and Scrutiny Committee

1. Apologies

To receive apologies for non-attendance submitted by Councillors.

2. Declarations of Interest

Councillors will be asked to make any declarations of interest in respect of items on the agenda.

3. Minutes

(Pages 1 - 10)

To confirm the minutes of the meeting held on 22 September 2021.

4. Chair's Urgent Business

To receive reports on business which in the opinion of the Chair, should be brought forward for urgent consideration.

5. Policy Brief

(Pages 11 - 14)

6. Finance and Capital Monitoring Report September 2021

(Pages 15 - 28)

7. Corporate Plan Performance Report Q2 2021/ 22 - to follow

8. Bereavement Services Update

(Pages 29 - 34)

9. Environment Bill Update - verbal

10. Tracking Decisions

(Pages 35 - 38)

11. Work Programme

(Pages 39 - 42)

12. Exempt Business

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 to exclude the press and public from the meeting for the following item(s) of business on the grounds that it (they) involve the likely disclosure of exempt information as defined in paragraph(s) 3 of Part I of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000

PART II (PRIVATE MEETING)

AGENDA

MEMBERS OF THE PUBLIC TO NOTE

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

13. Commercial Waste Services

(Pages 43 - 46)

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Performance, Finance and Customer Focus Overview and Scrutiny Committee

Wednesday 22 September 2021

PRESENT:

Councillor Penberthy, in the Chair.

Councillor Jordan, Vice Chair.

Councillors Collins, Dann, Derrick, James, Lowry, Stevens and Stoneman.

Apologies for absence: Councillor Burden.

Also in attendance: Councillor Jonathan Dreaan (Cabinet Member for Transport), Mike Artherton (Group Manager – Parking, Marine and Garage Services), Councillor Nick Kelly (The Leader), Brendan Arnold (Strategic Director for Finance), Andrew Loton (Head of Governance, Risk and Performance), Andy Ralphs (Strategic Director of Customer and Corporate Services) and Helen Rickman (Democratic Advisor).

The meeting started at 2.00 pm and finished at 4.35 pm.

Note: At a future meeting, the Panel 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.

11. **Declarations of Interest**

The following declaration of interest was made in accordance with the code of conduct:

Member	Subject	Reason	Interest
Councillor Stoneman	Minute 15 – Controlled Parking Zones Update	His father is a Civil Enforcement Manager employed by Plymouth City Council	Personal

12. **Minutes**

The Committee agreed that the minutes of the meeting held on 21 July 2021 are a correct record.

13. **Chair's Urgent Business**

There were no items of Chair's urgent business.

14. Policy Brief

Members were advised that no officer was in attendance for this item due to apologies submitted however any questions would be forwarded on as appropriate and responded to.

Members raised the following questions:

- had officers bid for the £1.6m of funding associated with the National Disability Strategy launched by the Government?
- had the council been involved in supporting bids between faith groups and the Government associated with the £1m Faith New Deal Pilot Fund?

Members noted the update provided in the agenda pack.

15. Controlled Parking Zones Update - To Follow

Councillor Jonathan Drear (Cabinet Member for Transport) and Mike Artherton (Group Manager – Parking, Marine and Garage Services) presented the Controlled Parking Zones Update and highlighted the following:

- (a) as contained within the report, the flow chart provided set out the process followed by officers when casework was raised regarding parking issues. Stage two of the flow chart was introduced in 2018 to allow the team to build historical data with parking records. Stages 1 – 5 was the listening, developing and proposal stages;
- (b) in current CPZ areas, healthcare assistants and business permits were available;
- (c) one of the challenges encountered with regards to CPZ was engagement from residents, specifically trying to get an outcome that everyone agreed upon. Sometimes the numbers needed to progress through the CPZ process were not met meaning plans could not be taken forward;
- (d) officers were still trying to assess the impact of Covid 19 with regards to people's habits, specifically were they working from home more/ commuting more – both having an impact on parking and controlled parking zones;
- (e) Plymouth had 54 CPZ with three legacy one hour zones, and three legacy two hour zones – the current policy introduced in 2018 introduced a minimum of three hour zones;
- (f) the report prepared set out the background to CPZ, the challenges identified alongside the background of support that the team had been able to provide over numerous wards as well as an outline suggestion of areas of discussion for the committee.

The Committee discussed the following key issues:

- (g) with regards to capacity, it was acknowledged that the team had worked in a different way in the last 18 months due to the pandemic, however there were still areas of the city that still experienced commuter parking issues. It was queried what was the capacity of the team to look at CPZ currently requested as well as new applications, especially considering different areas' parking issues may have changed during the pandemic;
- (h) when officers considered the implementation of CPZ, were they also looking at the potential overspill (displacement) of parking problems in neighbouring streets and the impact the CPZ may have overall and not just for the street/s applied for?
- (i) did the update take into consideration manifesto commitment 71 (*"we recognise that residential parking is an issue so we will provide funds and work with communities to create additional neighbourhood car parking spaces to be reconfigured in areas to allow diagonal and perpendicular parking"*) ? – had cost implications been considered? When would officers be in a position to commence and complete this manifesto commitment?
- (j) what sort of accountability and checking system was there with regards to the approval of business parking permits? It was considered by some Peverell ward residents that people were applying and being automatically approved for business parking permits who shouldn't be eligible, or for social/ leisure use?
- (k) it was questioned how manifesto commitment 62 (*"to assist residents living near the dockyard to park near their homes by encouraging Babcock and the Royal Navy to provide more onsite parking"*) was to be completed, how it fitted in with larger employers and their travel to work schemes, and that it didn't fit in with the Council's climate change agenda to reduce commuter parking and encourage the use of sustainable transport?
- (l) was there a commitment to look at the travel to work scheme of several large employers in the city to ease the pressure on residential parking issues in communities across the city?
- (m) how many motorcycles (2 wheels) were using residential parking permits and had paid for it? Were officers in a position to progress manifesto commitment 63 (*"we will exempt all motorcycles, 2 wheels, from having to have a residential parking permit, currently £30 per annum"*) as under the old system, vehicle types were not asked for on application. Was the new system, whereby vehicle type was specifically monitored, properly advertised on the Council's website? It was considered that this commitment couldn't be met until everyone with a permit under the old system, had applied under the new system – was there a timescale or costs for this? When could this manifesto commitment be implemented?

- (n) what safety measures were in place to prevent someone renewing a parking permit if they were no longer entitled?
- (o) when considering CPZ and the impact on residential parking and car use, were officers also reaching out to bus companies and employers to look at bus timetables and routes? It was considered that one reason why some residents weren't using buses was because the timetable meant that they would arrive 5 minutes later than their shift started – if this could be considered and amended then it would support more sustainable travel and the impact on CPZ in the city;
- (p) how did the profit and loss system currently work with regards to CPZ and what was being done to ensure its profitability or that operational costs were covered? Was the Cabinet aware of the full financial implications of the CPZ scheme? It was requested that information would be provided to Members regarding the impact of people working at home, and the number of manifesto commitments which had an impact on the scheme, should be reflected in the review;
- (q) would officers consider amalgamating controlled parking zones which were currently stretched or being shared? If there were gaps between these zones how quickly could these be dealt with? What resources were there available to make quick fixes?

The Committee agreed:

1. to request that that a written response would be provided to Members on the results of the review of the of the charging for CPZ and costs and timescales associated with it, as well as costings and timescales relating to parking manifesto pledges and the implications of those on the CPZ policy and budget;
2. to note the Controlled Parking Zones Update report.

Order of Business

The order of business on the agenda was changed in order to facilitate good meeting management.

16. Tracking Decisions

The Chair provided an update on recommendations linked to the previous meeting, from 21 July 2021.

An update to minute 8 'Policy Brief Update' was provided to Members via email and read:

1. figures regarding government funding received by the Council linked to the Move On Fund would be provided to Members; *Funding was received however the actual figure was not known as this went directly to the Social Housing*

provider;

2. clarification as to whether the Council had submitted a response to the 'Domestic Abuse support within a safe accommodation: statutory guidance and regulations consultation' by the close date of 27 July 2021 would be provided to Members. *The Council had submitted a response however the actual response was not available as it was submitted online.*

The Chair requested that in the future, Officers completing consultation responses should keep a copy of their response so these were available for consideration; this was especially important now that a lot of Government consultation sought an online return.

With regards to minute 6 'Finance Monitoring Report Month 2' which read:

'The Performance, Finance and Customer Focus Overview and Scrutiny Panel noted the report and agreed to recommend that future financial reports would specifically include risks in the budget and what might cause them to happen in order to enable better scrutiny and promote transparency'

It was considered that this would be addressed later in the meeting during the Financial Monitoring Report July 2021 item.

17. **Finance Monitoring Report - July 2021**

Councillor Nick Kelly (The Leader), and Brendan Arnold (Strategic Director for Finance) presented the Finance Monitoring Report – July 2021 to Members.

Key points highlighted to Members included:

- (a) the figures within the report would fluctuate over the course of the remaining months however it was hoped that they would travel in the right direction to balance the budget which was the key objective;
- (b) overall, in terms of the variants total, the Council had moved from a £1.276m overspend to a £1.446m overspend – this was highlighted as going in the wrong direction. Within the CCS directorate (Corporate and Customer Services Directorate) it had moved from £1.382m overspend to a £1.498m overspend. The Business Support Review, which fell under this directorate, had slipped by one month due to the impact of covid and this had had an adverse effect upon the timings/ savings. Within the overspend, there were other savings targets likely to be delivered later than planned, and included a legacy of £949,000 and the facility management saving target of £550,000. The Management Team continued to monitor the savings targets closely and assurance was given that the directorate was moving in the right direction; the August finance report included a positive significant move in the figures provided;
- (c) Members were aware of the unprecedented financial pressures on the Council's finances due to the Covid 19 pandemic; those pressures still

remained as infection rates in the city were above the regional and national averages. There was a commitment to continue to show the position of the additional costs and income lost due to Covid 19 which was currently showing a drawdown against grants of approximately £15.5m; these were set out in section b of the report. A full disclosure of revenue savings targets was included in appendix a of the report;

- (d) against the directorate total savings target of £4.571m, there was £2.266m worth of savings on track which was just shy of the 50% target the Council was aspiring to achieve by the end of the year;
- (e) it was considered that the Council had now seen the peak of the element of forecast overspend described by the Leader. Officers were now preparing the period 5 financial report which would arrive for further discussion by scrutiny in the future. It was expected that there would be a very significant reduction in the variants described, and this followed on from the work linked to the management of the CCS finances. Officers were working hard with the directorate to mitigate the overspend identified.

Members raised the following key areas of questioning:

- (f) with regards to the Childrens Services Directorate and the addition to the department's budget of £3m raised at the Council's budget setting meeting, as well as the added one off payment of £7.914m covid relief grant from Government, what actions was the Leader taking to address the Childrens Services Budget? Could the Leader share if he had a plan b and what that was?
- (g) it was highlighted that Cabinet had completed 22 of the 86 manifesto commitments; how much had the completion of those pledges cost and where was this reflected in the budget?
- (h) it was considered that there was greater financial information included in the June financial report submitted to Council than the Finance Monitoring Report submitted to scrutiny. How did the Council have such an improved financial position in the Place directorate, yet still seem to demonstrate £1.5m of pressure?
- (i) did the Council have any action plans to mitigate the overspend and risk in both the People and Children's Directorates budgets?
- (j) in the spirit of openness and transparency, could future finance monitoring reports be jargon free, user friendly with information supplied in a format and with language used that would be clearly understood by the general public?
- (k) the report implied that £1.498m overspend in the budget was due to legacy targets not yet realised – it was questioned what impact the failure to make savings last year effected this year's budget and the ongoing effect for next year?

- (l) the Home to School Transport Plan was previously reported in the last financial year as being on target to be delivered, however this was not yet delivered in this financial year – why had it not yet been delivered?
- (m) what was the cost impact on the budget of the manifesto commitments that were still to be delivered this financial year?

It was discussed that more detailed information relating to specific manifesto commitments may need to be considered at future scrutiny meetings in a part 2 (private) session due to their commercial sensitivity or confidentiality.

The Committee agreed –

1. that a written response detailing the breakdown of the financial information regarding how much the completion of 22 of the 86 manifesto commitments costed would be provided to Members;
2. a briefing note would be provided by the Service Director for Finance to detail the difference in financial pressures and projected overspend, specifically in the Place Directorate, between period 3 and period 4 of the financial monitoring reports;
3. that future finance monitoring reports provided would be jargon free, with a plain and simple narrative to enable them to be better understood;
4. a written response would be provided clarifying why the Home to School Transport Plan was not yet delivered in this financial year when it was previously reported that it was on target for delivery;
5. the next Finance Monitoring Report submitted to the Performance, Finance and Customer Focus Overview and Scrutiny Panel would include reference to and details of risks in the budget, specifically with regards to the red and amber columns (plans worked on for delivery/ planned internal or external actions required to deliver), in order to allow scrutiny to better understand the extent of the risk and mitigating actions. Any increase in borrowing requirements and the impact on capital funds would also be specifically referred to;
6. a written response would be provided to Members detailing the cost, impact on the budget and potential mitigating actions of manifesto commitments still to be delivered in this financial year (2021/22);
7. risks associated with, and budget implications for manifesto commitments planned to be delivered in 2022/23, and 2023/24 (in order to inform the Medium Term Financial Plan) would be included as part of the budget scrutiny paperwork planned for January 2022;
8. to note the current revenue monitoring position in the Finance Monitoring Report – July 2021.

18. **Corporate Plan Performance Report Quarter One 2021/22**

Councillor Nick Kelly (The Leader) and Andrew Loton (Head of Governance, Risk and Performance) presented the Corporate Plan Performance Report Quarter One 2021/22 to Members.

The following key points were highlighted:

- (a) the report covered the period April to June 2021 and could be used by the committee to help develop their work programme by identifying areas for further scrutiny;
- (b) key areas of good performance included:
- there was an improvement on the percentage of streets graded as acceptable identified by street audits carried out by the highways team;
 - the Council was continuing to improve target spend in the PL postcode including, in quarter one, the procurement of good and services from 1188 suppliers;
 - there was improved performance on new corporate indicator carriageway defects completed on time to 98.8%;
 - the Council was achieving its target for homelessness prevention however homelessness in general was still a persistent pressure with high numbers of households still in temporary bed and breakfast or temporary accommodation;
 - there was an improvement on the resolution of stage 1 complaints; in quarter one 93% were resolved within expected timescales;
 - the Council was achieving its target for the trajectory for collection of council tax;
- (c) key areas of performance challenges included:
- an increase in the average number of rough sleepers each week;
 - sickness levels in quarter one had crept up however were now on target.

The following key areas of questioning and concerns were highlighted:

- (d) pressures in homelessness and rough sleepers were highlighted in the report, how and where did those pressures reflect in the risks in the current budget delivery – what was the effect on the current revenue budget?

- (e) page 15 and 16 of the agenda set out the performance data for children, young people and adults protected – these numbers were increasing month on month and failing to meet targets. The Council was looking after more children and they were feeling less safe and secure in the Council's service – this was of concern;
- (f) the current administration had made seven manifesto commitments about housing – in terms of performance of building new homes, how was the council going to deal with current issues associated with the supply of material and skilled labour?
- (g) could the Leader provide assurance that the Stoggy Lane project for housing would continue and be brought forward in a timely manner?
- (h) Plymouth City Council had recently won Council of the Year, therefore was it time to consider tougher targets so continuous development could be achieved?

The committee agreed –

1. to recommend that performance issues highlighted in the Corporate Plan Performance Report with an associated budget pressure should also appear in the Financial Monitoring Report;
2. to note the Corporate Plan Quarter One Performance Report.

19. **Work Programme**

The Committee considered their work programme and agreed the following:

- Trade Waste – to be a small task and finish group, potentially in part 2 (private) due to its commercially sensitive nature;
- Gambling Policy – to be a small task and finish group to discuss changes in the policy and the impact on Plymouth and the potential impact on mental health, addiction;
- Leisure Services – to be a small task and finish group starting in part 2 (private) with a selection of Councillors joining an officer group – then moving in to part 1 to discuss implications and delivery;
- Environment Bill Update – to be scheduled for December meeting to discuss how the Bill would affect the waste strategy and what financial impact it would have upon the Council;
- Business Support Review Update to move to March meeting;
- People Strategy Update – the strategy and update on the action plan to be circulated to Councillors, potential issues to be discussed at the following formal scrutiny meeting under 'work programme' if further scrutiny is

required;

- Member Development Update to be moved to March meeting;
- Equality and Diversity Update to be moved to March meeting;
- Bereavement Services Update to be considered at the December meeting.

Performance, Finance and Customer Focus Overview and Scrutiny Committee



Date of meeting:	01 December 2021
Title of Report:	PFCF Policy Brief
Lead Member:	Councillor Nick Kelly (Leader and Cabinet Member Finance and Performance)
Lead Strategic Director:	Andy Ralphs (Strategic Director of Customer and Corporate Services)
Author:	Alan Knott (Policy Advisor)
Contact Email:	Alan.Knott@Plymouth.gov.uk
Your Reference:	PFCF PB 01 22021
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

To provide Performance, Finance and Customer Focus Overview and Scrutiny Committee with the latest national picture in respect of policy announcements and legislation.

Recommendations and Reasons

For Scrutiny to consider the information provided in regard to their role and future agenda items.

Alternative options considered and rejected

N/A

Relevance to the Corporate Plan and/or the Plymouth Plan

Delivery of the Corporate Plan and Plymouth Plan needs to take account of emerging policy and the legislative picture.

Implications for the Medium Term Financial Plan and Resource Implications:

N/A

Carbon Footprint (Environmental) Implications:

N/A

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.*

N/A

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	PFCF Policy Brief – 01 Dec 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	N/A	Leg	N/A	Mon Off	N/A	HR	N/A	Asset s	N/A	Strat Proc	N/A
Approved by: Giles Perritt, Assistance Chief Executive											
Date approved: Dec 2021											

POLICY BRIEF

Performance, Finance and Customer Focus Overview Scrutiny Committee

01 December 2021



GOVERNMENT POLICY, LEGISLATIVE ANNOUNCEMENTS AND NEWS

Government

Autumn Budget and Spending Review 2021

The Chancellor of the Exchequer, Rt Hon Rishi Sunak MP, presented his Autumn Budget and Spending Review (SR21) to Parliament on Wednesday 27 October. Mr Sunak confirmed that core spending power for councils is estimated to increase by an average of 3% in real-terms each year over the SR21 period. The Chancellor is providing councils with £4.8 billion of new grant funding over the SR21 period for social care and other services. Headline announcements for Plymouth include:

- £19.9 million expansion of the George Park and Ride site in Plymouth through the Levelling Up fund - one of only six in the south west to be announced.
- Up to £50,000 to develop early-stage proposals to reinstate passenger rail links between Tavistock and Plymouth through the Restoring Your Railway 'Ideas Fund'.
- Up to £90 million for new Community Forests in England - including in Plymouth and South Devon.

The Chancellor's speech can be found [here](#).

Plans to drive levelling up agenda

The Ministry of Housing, Communities and Local Government has become the Department for Levelling Up, Housing and Communities. The change in name reflects the continuing focus the Government is placing on its flagship Levelling Up agenda.

£200 million boost to help level up communities across the UK

The Government has announced the successful bids for the UK Community Renewal Fund. The two successful bids for Plymouth are the Plymouth Sound National Marine Park (£655,873) and Stonehouse Union (£542,893).

Local Government

Council financial sustainability and the section 114 regime

The Department for Levelling Up, Housing and Communities (DLUHC) has published a government response to the Housing, Communities and Local Government Committee's report on local authority financial sustainability and the section 114 regime published on 19 July 2021.

The report includes responses to a number of recommendations on social care, funding, COVID-19, commercial investment and audit and control.

Housing and Homelessness

Funding allocated to local areas via the Brownfield Land Release Fund (BLRF)

The Department for Levelling Up, Housing and Communities has announced that almost £58m from the £75m Brownfield Land Release Fund (BLRF) has been allocated to 53 councils to develop brownfield land into housing. The £75m BLRF includes £25m for self and custom build projects, of which £5m has already been allocated. Councils are being encouraged to bid for the remaining share of £20m. Plymouth has received £177,000 for Victoria place.

New duties for councils to provide support in safe accommodation for domestic abuse victims

New regulations and guidance set out the level of support councils are required to provide including:

- A clear expectation that expert specialist support is provided to victims in safe accommodation that best supports their needs, whether in refuges or other safe housing.
- Guidance that states B&Bs or mixed homeless hostels are not the right place for victims to recover from abuse.
- Councils will support to victims to stay in their own homes, if the perpetrator has left and the home can be made safe

Councils will have to work with partners such as police and local domestic abuse charities and publish strategies on how they will provide support to victims who need safe accommodation by January 2022. A National Expert Steering Group led by the Minister with responsibility for homelessness and domestic abuse

and the Domestic Abuse Commissioner will monitor the progress of authorities in implementing these changes.

[£65 million support package for vulnerable renters](#)

Vulnerable renters struggling due to the impact of the pandemic will be helped by a £65 million support package. The funding will be given to councils to support low-income earners in rent arrears in their area.

[Government announces support for rough sleepers over winter](#)

Rough sleepers will be helped into safe and warm accommodation and treatment services for drug and alcohol dependency this winter, supported by an extra £66 million the Department for Levelling Up, Housing and Communities announced today. [Plymouth has been awarded £165,500 via the Rough Sleeping Drug & Alcohol Treatment Grant.]

[Support enforcing the Minimum Energy Efficiency Standard \(MEES\) Regulations.](#)

£4.3 million of extra funding from the Department for Business Energy and Industrial Strategy (BEIS) is designed to support an extra 100,000 engagements with the most difficult to reach landlords with the worst performing properties. The money will support measures to raise awareness of the rules and free property surveys, as well as enhanced and targeted mail reminders and translation services to reach those not currently complying. Plymouth is one of the 59 local authorities who were successful and have been allocated funding.

Finance and Welfare

[Local government income compensation scheme for lost sales, fees and charges](#)

Guidance for local authorities on how to access the local government income compensation scheme for lost sales, fees and charges as a result of COVID-19.

[Chancellor sets new standards for environmental reporting to weed out greenwashing and support transition to a greener financial system](#)

The Chancellor has introduced new requirements for businesses to set out their green credentials to potential investors. The rules will also apply to pension schemes, investment products and asset managers and owners and are part of the Government's reforms to create a greener financial system. [Greening Finance: A Roadmap to Sustainable](#) has been published.

[The Department for Education \(DfE\) cost of school uniform guidance.](#)

The Education (Guidance about Costs of School Uniform) Bill has been amended and new guidance published requiring schools to make uniform affordable for all. Schools are required to make uniform affordable and parents get the best value for money.

[Adult personal social services: specific revenue funding and grant allocations - 2021 to 2022](#)

A letter on routine annual social care funding to local authorities for the financial year 2021 to 2022 states that Plymouth has been allocated £184,010 via a Local Reform and Community Voices 2021 to 2022 grant and £347,945 War Pensions via a Disregard Grant 2021 to 2022.

Environment

[Environment Act becomes law](#)

The new legislation will improve air and water quality, tackle waste, increase recycling, halt the decline of species, and improve our natural environment. These changes will be driven by new legally binding environmental targets, and enforced by a new, independent Office for Environmental Protection (OEP), which will hold government and public bodies to account on their environmental obligations.

[Free workshops for elected members on investing in walking and cycling infrastructure and projects](#)

The Department for Transport (DfT) is offering a programme of free workshops between November 2021 and January 2022, for elected members and combined authority mayors in England (outside London) on investing in walking and cycling infrastructure and projects to make neighbourhoods more liveable. The workshops will be delivered by Sustrans and Healthy Streets.

Performance, Finance and Customer Focus Overview and Scrutiny Committee



Date of meeting:	01 December 2021
Title of Report:	Finance and Capital Monitoring Report September 2021
Lead Member:	Councillor Nick Kelly (Leader)
Lead Strategic Director:	Brendan Arnold (Service Director for Finance)
Author:	David Northey - Head of Integrated Finance Hannah West – Finance Business Partner
Contact Email:	David.northey@plymouth.gov.uk
Your Reference:	Fin/djn/2021(06)
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

This report sets out the revenue finance monitoring position and the capital position of the Council to the end of the financial year 2021/22, as at the end of September 2021.

Recommendations and Reasons

That scrutiny note the report.

Alternative options considered and rejected

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

Relevance to the Corporate Plan and/or the Plymouth Plan

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

Implications for the Medium Term Financial Plan and Resource Implications:

Robust and accurate financial monitoring underpins the Council's Medium Term Financial Plan (MTFP). The Council's MTFP is updated regularly based on on-going monitoring information, both on a local and national context. Any adverse variations from the annual budget will place pressure on the MTFP going forward and require additional savings to be generated in future years.

Financial Risks

This is the monitoring position as at the end of September 2021. As with all financial information there are associated risks as we move through the year. These are set out in the report, and in particular within the savings chart. All efforts will be made to bring the financial position back to a balanced outturn at the year end.

Carbon Footprint (Environmental) Implications:

No impacts directly arising from this report.

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

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

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	2021/22 Savings status							

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.

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	1	2	3	4	5	6	7

Sign off:

Fin	pl.21. 22.14 3	Leg	MS/2/ 01.11. 21	Mon Off		HR		Assets		Strat Proc	
Originating Senior Leadership Team member: Brendan Arnold (Service Director for Finance)											
Please confirm the Strategic Director(s) has agreed the report? Yes											
Date agreed: 26/10/2021											
Cabinet Member approval: Councillor Nick Kelly (Leader)											
Date approved: 26/10/2021											

SECTION A: EXECUTIVE SUMMARY**Table 1: End of year revenue forecast**

	Budget £m	Net Forecast Outturn £m	Variance £m
Total General Fund Budget	195.568	196.297	0.729

The forecast revenue outturn after the application of Covid grants and council mitigating actions is currently estimated at £0.729m over budget, which is a variance of +0.37% against the net budget (+0.14% against the gross budget). This is a reduction of £0.216m from the last report (period 5).

This is the September monitoring report for 2021/22 and it should be noted that the financial position will fluctuate as we move through the year. Officers and Members will work closely to manage the finances towards a balanced position by the end of the year.

Within this position the following headline financial issues are reported:

1. The pandemic continues to have a major impact on our financial resources, with a potential drawdown of £16.562m against the currently available grants. The impact of COVID-19 will continue in this financial year but in this forecast the additional costs identified are offset by grant and so there is a nil impact on the forecast variance.
2. Key budget pressures:
 - a) £0.765m reported within Customer & Corporate Services Directorate. This has improved by £0.420m in the last month owing to (a) continued management of staff vacancies and (b) a further saving in the treasury area.
3. Key favourable variances:
 - a) The Office of the Director of Public Health (ODPH) is still reporting an underspend of £0.094m.

SECTION B: Directorate Review**Table 2: End of year revenue forecast by Directorate**

Directorate	Budget £m	Forecast £m	COVID offset £m	Forecast Net Variance £m	Status
Executive Office	5.429	5.565	(0.116)	0.020	over
Customer and Corporate Services	44.031	45.859	(1.063)	0.765	over
Children's Directorate	53.074	60.988	(7.914)	0.000	on budget
People Directorate	89.441	93.018	(3.577)	0.000	on budget
ODPH	(0.537)	(0.572)	(0.059)	(0.094)	under
Place Directorate	24.976	28.848	(3.833)	0.038	over
Corporate Items	(20.846)	(37.409)	16.562	0.000	on budget
Total	195.568	196.297	0.000	0.729	over

1. Executive Office

- 1.1 The Executive Office is reporting a small overspend due to printing costs. COVID-19 related pressures have also increased due to costs associated with court activity and resourcing.

2. Customer and Corporate Services Directorate

- 2.1 The Customer and Corporate Services Directorate is forecasting an over spend of £0.765m. This has reduced from £1.185m last month due to vacancies and actions taken within the Treasury Management function. Work will continue to adopt mitigating actions and the position will continue to be closely monitored moving forward.

3. Children's Directorate

- 3.1 The directorate is forecasting a breakeven position for the year, after identifying COVID-19 related costs of £7.914m for the year, offset by applying equivalent grant.

4. People Directorate

- 4.1 The People Directorate is forecasting a breakeven position for the year.

5. Office of the Director of Public Health (ODPH)

- 5.1 Public Protection Service, within Public Health, is continuing to report an under spend of £0.094m as a result of continuing management reviews of all expenditure.

6. Place Directorate

- 6.1 The directorate is reporting an over spend of £0.038m which is a worsening position from the month 5 under spend of £0.139m. This is due to income targets being impacted on following delegated decisions signed off in June 2021. Service areas are doing what they can to mitigate.

6.2 COVID-19 related additional spend and income foregone totals £3.833m. The majority of this continues to relate to loss of car parking income. Although significant increased costs are still showing in Street Scene and Waste.

7. **Corporate Items**

7.1 The overall position shows a nil variation.

7.2 COVID-19 financial support continues to be held here, and is being used to offset pressures that have arisen across all Directorates as a result of the pandemic; currently these are forecast to a total of £16.562m.

Appendix A 2021/22 Savings status (I) Summary

	Total	Achieved savings	on track for delivery	Working on for delivery	Planned, internal/external actions required to deliver
	£m	£m	£m	£m	£m
Children's	4.001	1.644	1.179	1.178	0.000
People	3.160	0.300	2.860	0.000	0.000
ODPH	0.028	0.028	0.000	0.000	0.000
Customer & Corporate	4.571	0.000	2.266	0.019	2.286
Place	1.035	0.080	0.105	0.292	0.558
Corporate Items	1.050	1.015	0.000	0.000	0.035
2021/22 Savings	13.845	3.067	6.410	1.489	2.879

Appendix A 2021/22 Savings status (2) Detail

Directorate / Plans	Target Savings	Achieved savings	Plans on track for delivery	Plans worked on for delivery	Planned, internal/external actions required to deliver
	£m	£m	£m	£m	£m
Children					
EPS step up	0.152			0.152	
Home to School Transport	0.179			0.179	
AST	0.500	0.100	0.292	0.108	
Fostering	0.670	0.189	0.242	0.239	
Troubled Families	0.650	0.317	0.333		
Placement Review	1.400	1.038	0.312	0.050	
Management Actions	0.450			0.450	
Children - Savings	4.001	1.644	1.179	1.178	0.000
People					
Care Package Reviews (SC)	0.775		0.775		
Direct Payment Reviews (SC)	0.250		0.250		
Increased FCP Income (SC)	0.100		0.100		
Commissioned Contracts (SC)	0.250		0.250		
Grant Maximisation (CC)	0.200	0.200			
Management Actions (CC)	0.050	0.050			
Income Targets (CC)	0.050	0.050			
One Off Savings 2020/21 (SC)	1.485		1.485		
People - savings	3.160	0.300	2.860	0.000	0.000
ODPH					

Additional Income	0.008	0.008			
Additional Income #2	0.020	0.020			
ODPH - savings	0.028	0.028	0.000	0.000	0.000
Customer, Corporate Services and Executive Office					
Efficiency	0.949				0.949
FM review	0.550				0.550
Business support	1.200		0.434		0.766
ICT	1.000		1.000		
CEX; Legal services	0.100		0.100		
Coroner	0.040			0.019	0.021
Training	0.153		0.153		
Capitalise Capital Team	0.050		0.050		
Internal Audit	0.016		0.016		
Departmental	0.513		0.513		
Customer & Corporate Services and Executive Office savings	4.571	0.000	2.266	0.019	2.286
Place					
Regeneration Property Fund	0.500				0.500
Concessionary Fares	0.080	0.080			
Weston Mill, bulky & trade waste income	0.208			0.180	0.028
Resident Parking	0.060		0.060		
On/Off parking	0.065			0.035	0.030
Fees and charges including Mt. Edgcumbe	0.122		0.045	0.077	
Place savings	1.035	0.080	0.105	0.292	0.558
Corporate					
Schools PFI - adjustments	1.015	1.015			
Income target not allocated	0.035				0.035
Corporate savings	1.050	1.015	0.000	0.000	0.035
Overall Total savings	13.845	3.067	6.410	1.489	2.879

SECTION C: Capital Finance Report Quarter 2 2021/22

The five year capital budget 2021-2026 is currently forecasted at £647.591 as at 30 September 2021. The capital budget has been adjusted to take into account the new approvals or changes to the capital programme and to adjust the future funding assumptions shown in table 1.

Current Capital Resources

Table 1 The Capital budget consists of the following elements:

Description	£m
Approved Capital Programme 2021-2026	344.716
Future Funding Assumptions *	302.875
Total Revised Capital Budget for Approval (2021-2026)	647.591

* Estimate of funding to be received to finance future capital projects (funding see Table 2c)

The approved capital budget (representing forecast resources) is made up of two elements. One is the Capital Programme representing projects that have been approved and the other is future funding assumptions which are estimates of capital funding the Council is likely to receive in the future.

Capital Programme

Project officers prepare detailed business cases, which are reviewed by finance officers and then are agreed by CCIB member before going to the Leader to sign the executive decision. Once the Leader (or Section 151 Officer for projects under £200k) has approved the project it is added to the Capital Programme for delivery.

Future Funding Assumptions

The current estimate of future capital funding for the next five years 2021-2026 is £302.875 (see table 2c).

The Future Funding Assumptions are made up of external funding including both ring-fenced and un-ringfenced grants, S106 and other external contributions. The capital programme is funded by 37% of external funding and there is a further £227.801m of future external funding to be added to the capital programme over the next five years.

Bidding for further external capital funding is strongly encouraged during the preparation of business cases for new projects.

Tables 2a and 3 below shows the revised capital programme for the period 2021-2026, as at 30 September 2021.

Additions to the capital programme during the quarter

During the quarter the new approvals are as follows:

Project	£
Fredrick Street	65,000
Langage Development South Phase 2	40,000
Plymouth International Medical & Technology Park	240,000
Oceansgate Phase 2 Direct Development	27,655
Tree Planting 2021/22	63,300
TCF T2 Mobility Hubs	95,674
Millbay Boulevard	109,088
Minor Traffic Signals	2,000
Disabled Facilities (incl Care & Repair works)	2,813,781
Plymouth Care Limited	30,000
Disabled Facilities (external contribution)	131,857
Total	3,618,355

The capital programme is delivering some major projects across the city and it has won large grant funding bids for these projects. Some of the notable projects:

- Future High Streets Fund grant - £12.047m
- National Marine Park - National Heritage Lottery Fund award £9.6m
- The Eclipse project - £1.887m
- Forder Valley Link Road – £41.191m
- Forder Valley Interchange - £7.336m
- Transforming Cities Fund – £51.244m
- Brunel Plaza redevelopment of Plymouth Train Station – £26.224m
- Highway maintenance and essential engineering – £19.198m
- Plymouth Crematorium - £13.001m

Revised Capital Programme

Table 2a Capital Programme by Directorate

Directorate	2021/22	2022/23	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m	£m	£m
People	9.612	10.895	3.716	0.132	0.132	24.487
Place - Economic Development	41.417	58.998	20.372	0.115	0.080	120.982
Place – Strategic Planning and Infrastructure	61.811	68.788	4.910	0.527	0	136.036
Place – Street Services	25.082	11.329	3.963	2.017	0	42.391
Customer & Corporate Services	6.648	1.802	0	0	0	8.450
Public Health	12.370	0	0	0	0	12.370
Total	156.940	151.812	32.961	2.791	0.212	344.716
Financed by:						
Capital Receipts	1.918	5.637	6.128	0.619	0.080	14.383
Grant funding	52.614	56.680	2.226	0.132	0.132	111.784
Corporate funded borrowing	48.746	32.627	8.028	2.040	0	91.441
Service dept. supported borrowing	44.933	49.236	15.219	0	0	109.388
SI06 & CIL	6.428	7.629	1.360	0	0	15.417
Other contributions	2.301	0.003	0	0	0	2.303
Total Financing	156.940	151.812	32.961	2.791	0.212	344.716

Table 2b Funding of the 2021-26 Capital Programme

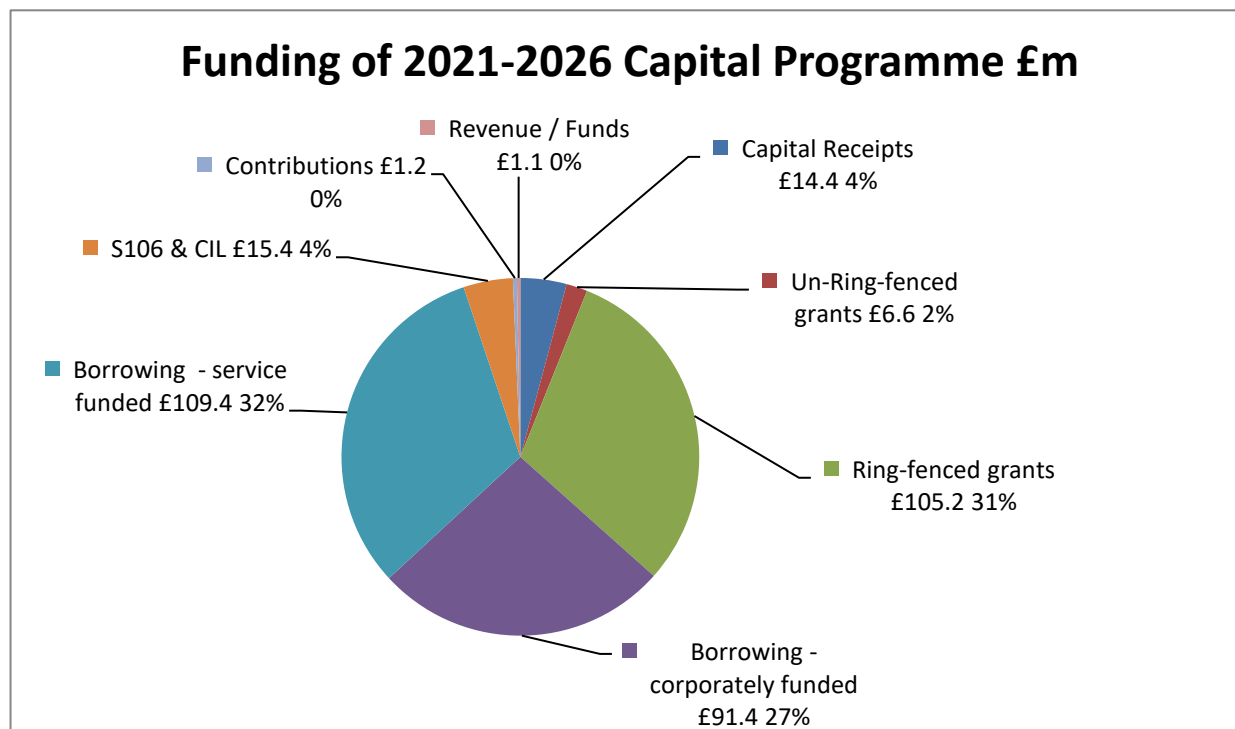


Table 2c Future Funding Assumptions

Future Funding Estimates	2021/22	2022/23	2023/24	2024/25	2025/26	Total
	£m	£m	£m	£m	£m	£m
Service borrowing & external loans	26.250	30.850	2.120	5.000	5.000	69.220
Grants	11.794	28.302	24.221	30.416	105.094	199.827
S106 and CIL	4.275	3.831	4.121	4.064	3.922	20.212
Other sources	2.881	6.851	1.278	1.325	1.280	13.616
Total	45.199	69.835	31.740	40.806	115.296	302.875

Covid 19

The effect from Covid 19 has slowed the capital programme delivery. Since April 2021, the restrictions have been slowly lifting and capital projects have been getting back to work even with the additional safety requirements of social distancing.

The economy has been getting back to work but we have seen an increase in the cost of raw materials and labour which may affect some of the capital projects.

Table 3: Capital Programme by Delivery Outcome

Primary Outcome of Projects	£m
Securing Growth in the City Centre/Waterfront	17.137
Securing Growth in Derriford and the Northern Corridor	42.040
Securing Growth in the Eastern Corridor	3.687
Delivering More/Better Housing	27.342
Ensuring Essential City Infrastructure	85.782
Improving Neighbourhoods and Community Infrastructure	5.424
Ensuring Good Quality School Places	0.868
Growing the Economy	56.019
Delivering Oceansgate	4.202
Connecting the City	32.491
Celebrating Mayflower	1.150
Delivering The Box	0.936
Transforming Services	67.638
Total	344.716

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Performance, Finance and Customer Focus Overview and Scrutiny Committee



Date of meeting:	01 December 2021
Title of Report:	Bereavement service update
Lead Member:	Councillor Chris Penberthy
Lead Strategic Director:	Ruth Harrell (Director of Public Health)
Author:	Karen Jennings
Contact Email:	Karen.jennings@plymouth.gov.uk
Your Reference:	n/a
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

Bereavement Service briefing paper to update scrutiny

Recommendations and Reasons

That Scrutiny committee note the content of the briefing paper

Alternative options considered and rejected

N/A

Relevance to the Corporate Plan and/or the Plymouth Plan

The Bereavement service strives to provide a quality service to get the basics right first time

Implications for the Medium Term Financial Plan and Resource Implications:

All financial implications are covered within existing MTFP and budget models.

Financial Risks

Briefing report only.

Carbon Footprint (Environmental) Implications:

N/A

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.

[Click here to enter text.](#)

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	Briefing report title							
B	Equalities Impact Assessment (if applicable)							



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	djn.21 .22.18 0	Leg	MS/1/ 22.11. 21	Mon Off		HR		Asset s		Strat Proc	
Originating Senior Leadership Team member: Ruth Harrell											
Please confirm the Strategic Director(s) has agreed the report? Yes											
											
Date agreed: 19/11/2021											
Cabinet Member approval: 											
Date approved: 22/11/2021											

Bereavement Service update briefing paper for Scrutiny Committee

Introduction

PCC manages two crematoria as well as 4 cemeteries and is responsible for maintenance of 4 closed churchyards within the city.

Customer service is key because we are supporting families through their bereavement. Saying goodbye to loved ones is a key part of mourning; and our relationship with families does not end there as families may choose an ongoing link with our facilities through burial or memorialisation. Our staff, with support from St Luke's hospice and the compassionate city initiative are trained to enable us to identify people who may be struggling and offer appropriate support.

Following the fire in Dec 2019 Efford crematorium was closed for repairs and reopened in April 2020 which enabled the service to meet demand at a time that it was at its greatest during the pandemic.

The Bereavement Service has worked through very challenging times during COVID restrictions. We have sought to maintain our customer focus, supporting people to grieve but balanced that with the need to keep people safe. Part of the initial response to the pandemic included planning for the worst case scenario which included our services.

The service has continued to serve our customers by following the government guidelines, by risk assessing our sites and implementing COVID secure safe systems of work for our visitors and staff.

This has enabled families to pay their last respects to their loved ones, to grieve and to have closure working within the constraints that the pandemic has created.

Examples of the ways in which the service has had to adapt during these times have included:

Restricted numbers; Numbers of those attending funerals have been as low as 10 per funeral rising to 20 & 25 when restrictions were eased
It is now possible to accommodate 40 mourners at our Efford Chapel and 70 mourners at our Weston Mill Chapel.

There have been many funerals during these times where families have chosen to use outdoor spaces to accommodate a greater number of mourners. We have facilitated this safely where possible, including broadcasting the services into the grounds (including a screen at Weston Mill in addition to speakers at both sites).

Webcasting of funerals; In March 2020 a decision was made that the city council would provide its webcasting of funerals service free of charge to all families. There has been excellent feedback from customers particularly those affected by travel restrictions and who were unable to fly back to the UK for close family member's funerals including for example, a lady living in New York who lost her father and let us know that the webcasting service helped her to feel as if she was part of the service.
Increased cleaning of facilities; it has been a requirement that cleaning has increased and ventilation improved. This has required additional staff to enable the turnaround time of the chapel to be maintained.

The pandemic has presented the service with many challenges however we have continued to provide all of our services by meeting customers at a distance in the grounds during the time that our office was closed and by channel shifting sales of memorials and renewals on line.

Demand for funeral services has been met throughout with no delay to waiting times.

Costs

It should be noted that the fees charged for cremations were not increased in 2020/21, in line with the then portfolio holder decision given that we were entering a pandemic with an expectation of increased deaths.

Additional costs, such as free webcasting, have been covered by various Covid19 grants.

The service played its part in Excess Deaths management plans for the city. This was a particular focus in the early stages of the pandemic when the likely impact of the disease was less well understood and therefore there was a need to plan for the worst case scenario. This process, which involved stakeholders such as Coroners, Registration service and Funeral Directors across the city, highlighted the excellent relationships amongst our stakeholders,

The Future crematoria

Plymouth is a growing city and our current crematory equipment is nearly twenty years old with increasing maintenance costs and high energy consumption. We need to replace the equipment soon but because state-of-the-art technology needs more space, we need to move to a new location.

The proposed new facility will create bigger and better ceremony rooms, modern offices and the brand new equipment for the behind the scenes crematorium operation.

Progress at the new site has been made during the summer with completion of Phase 2 Enabling Works programme which has progressed the Statutory Utilities and Access Road works this includes the internal spine road. Also grounds work continues with major cut and fill across the site to bring the ground to the required levels.

Highways work has been completed with the forming of the new junction into the site.

The next stage is to move to Phase 3 enabling works this is expected to include external drainage, Groundworks, Laying Incoming Services and formation of the initial hedge banks. In addition early procurement of long lead-in items including steelwork, gulam, stonework and copper roofing.

[Plymouth's new crematorium | PLYMOUTH.GOV.UK](https://plymouth.gov.uk/news/2021/07/21/plymouths-new-crematorium)

You may like to view the latest drone footage of the New site on the link below:

<https://youtu.be/Uu8LEO7mVE0>

Volunteering/Social Enterprising

The pre contract phase of the Bereavement centre project includes an employment skills and social enterprise scheme. Working closely with staff from Keir's a successful volunteering programme has

been established with monthly volunteer groups assisting at both Efford & Weston Mill cemeteries enhancing the work of our grounds staff.



Keir volunteers working in the high profile burial plot area – Weston Mill Cemetery

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Performance, Finance and Customer Focus Overview and Scrutiny Committee – Tracking Decisions 2021/22

Minute No.	Resolution	Target Date, Officer Responsible and Progress
Minute 6 Finance Monitoring Report Month 2 21 July 2021	The Performance, Finance and Customer Services Overview and Scrutiny Panel noted the report and agreed to recommend that future financial reports would specifically include risks in the budget and what might cause them to happen in order to enable better scrutiny and promote transparency	Date: September 2021 Progress: This recommendation was highlighted to officers for their action.
Minute 8 Policy Brief 21 July 2021	It was agreed that – <ol style="list-style-type: none"> 1. figures regarding government funding received by the Council linked to the Move On Fund would be provided to Members; 2. clarification as to whether the Council had submitted a response to the ‘Domestic Abuse support within a safe accommodation: statutory guidance and regulations consultation’ by the close date of 27 July 2021 would be provided to Members. 	Date: September 2021 Progress: Complete – response emailed to Members.
Minute 14 Policy Brief 22 September 2021	Members raised the following questions: <ul style="list-style-type: none"> • had officers bid for the £1.6m of funding associated with the National Disability Strategy launched by the Government? • had the council been involved in supporting bids between faith groups and the Government associated with the £1m Faith New Deal Pilot Fund? 	Date: October 2021 Progress: Both questions were forwarded on – awaiting response.

Performance, Finance and Customer Focus Overview and Scrutiny Committee – Tracking Decisions 2021/22

<p>Minute 15</p> <p>Controlled Parking Zones Update</p> <p>22 September 2021</p>	<p>The Committee agreed:</p> <p>1.to request that that a written response would be provided to Members on the results of the review of the of the charging for CPZ and costs and timescales associated with it, as well as costings and timescales relating to parking manifesto pledges and the implications of those on the CPZ policy and budget;</p> <p>2.to note the Controlled Parking Zones Update report.</p>	<p>Date: September 2021</p> <p>Progress: Ongoing – the review was ongoing and a response would be provided when the information requested was available.</p>
<p>Minute 17</p> <p>Finance Monitoring Report – July 2021</p> <p>22 September 2021</p>	<p>The Committee agreed –</p> <p>1. that a written response detailing the breakdown of the financial information regarding how much the completion of 22 of the 86 manifesto pledges costed would be provided to Members;</p> <p>2.a briefing note would be provided by the Service Director for Finance to detail the difference in financial pressures and projected overspend, specifically in the Place Directorate, between period 3 and period 4 of the financial monitoring reports;</p> <p>3. that future finance monitoring reports provided would be jargon free, with a plain and simple narrative to enable them to be better understood;</p> <p>4. a written response would be provided clarifying why the Home to School Transport Plan was not yet delivered in this financial year when it was previously reported that it was on target for delivery;</p> <p>5. the next Finance Monitoring Report submitted to the Performance, Finance and Customer Focus Overview and Scrutiny Panel would include reference to and details of risks in the budget, specifically with regards to the red and amber columns (plans worked on for delivery/ planned internal or external actions required to deliver), in order to allow scrutiny to better understand the extent of</p>	<p>Date: September 2021</p> <p>Progress: recommendations were forwarded and a response was emailed to committee members.</p>

Performance, Finance and Customer Focus Overview and Scrutiny Committee – Tracking Decisions 2021/22

	<p>the risk and mitigating actions. Any increase in borrowing requirements and the impact on capital funds would also be specifically referred to;</p> <p>6.a written response would be provided to Members detailing the cost, impact on the budget and potential mitigating actions of manifesto commitments still to be delivered in this financial year (2021/22);</p> <p>7. risks associated with, and budget implications for manifesto commitments planned to be delivered in 2022/23, and 2023/24 (in order to inform the Medium Term Financial Plan) would be included as part of the budget scrutiny paperwork planned for January 2022;</p> <p>8. to note the current revenue monitoring position in the Finance Monitoring Report – July 2021.</p>	
<p>Minute 18</p> <p>Corporate Plan Performance Report Quarter One 2021/22</p> <p>22 September 2021</p>	<p>The committee agreed –</p> <p>1. to recommend that performance issues highlighted in the Corporate Plan Performance Report with an associated budget pressure should also appear in the Financial Monitoring Report;</p> <p>2. to note the Corporate Plan Quarter One Performance Report</p>	<p>Date: September 2021</p> <p>Progress: this recommendation was forwarded on to officers.</p>

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Performance, Finance and Customer Focus Overview and Scrutiny Committee

Draft Work Programme 2021-22



Please note that the work programme is a 'live' document and subject to change at short notice. The information in this work programme is intended to be of strategic relevance.

For general enquiries relating to the Council's Scrutiny function, including this Committee's work programme, please contact Helen Rickman, Democratic Adviser on 01752 398444.

Date of meeting	Agenda item	Prioritisation Score	Reason for Consideration	Responsible Cabinet Member /Officer
21 July 2021	Finance Monitoring Report Month 2		Progress update	The Leader/ Brendan Arnold
	The Year Ahead – The Leader and Cabinet Member Verbal Update		Overview of key priorities in the coming year and key decisions	The Leader/ Councillors Mrs Bridgeman, Deacon, Drean, Riley, Mrs Pengelly
	Safer Plymouth Update		Key priorities/ challenges/ work plan for consideration	Councillor Riley/ Jackie Kings
22 September 2021	Finance Monitoring Report – Month 4		To consider the revenue finance monitoring position of the council to the end of July 2021.	The Leader/ Brendan Arnold
	Corporate Plan Performance Report – month 4		To consider how the Council is performing against its priority performance indicators.	The Leader/ Rob Sowden
	Controlled Parking Zones		Report on current issues to be addressed and potential plans for the future	Councillor Jonathan Drean/ Mike Artherton

Date of meeting	Agenda item	Prioritisation Score	Reason for Consideration	Responsible Cabinet Member /Officer
1 December 2021	Finance Monitoring Report Month 6		To consider the revenue finance monitoring position of the council.	The Leader/Brendan Arnold
	Environment Bill Update		To discuss how the Bill would affect the waste strategy and what financial impact it would have upon the Council.	Councillor Maddi Bridgeman/ Phillip Robinson
	Corporate Plan Performance Report		To consider how the Council is performing against its priority performance indicators.	The Leader/ Andrew Loton
	Commercial Waste Services update		To consider a report on current services provided/ current issues	Councillor Maddi Bridgeman/ Philip Robinson
	Bereavement Services Update			Councillor Deacon/ Karen Jennings
2 March 2022	Finance Monitoring Report Month 9		To consider the revenue finance monitoring position of the council.	The Leader/ Brendan Arnold
	Corporate Plan Performance Report		To consider how the Council is performing against its priority performance indicators.	The Leader/ Rob Sowden
	Business Support Review			
	Member Development Update			
	Equality and Diversity Update			

Items to be scheduled but not yet allocated a date:

- Grass cutting – biodiversity detailed data report
- Commitment to have community use options for Pounds House
- Progress Report – Crematorium
- Digital Transformation and Inclusion
- Contact Centre
- Customer Services Strategy
- Libraries
- Commercial waste collection – how to increase it
- Homelessness – joint work with Health scrutiny including health and housing and support
- Community Policing
- Electric charging points
- Election Bill Implications
- Rough sleeping strategy
- Policing in Plymouth – current police resources.
- Parking/ electric vehicles/ charging points
- People Strategy – strategy and update on the action plan to be circulated to Councillors

Select Committee Reviews:

Trade Waste – small task and finish group

Gambling Policy – small task and finish group

Leisure Services – small task and finish group

Annex I – Scrutiny Prioritisation Tool

		Yes (=1)	Evidence
Public Interest	Is it an issue of concern to partners, stakeholders and/or the community?		
Ability	Could Scrutiny have an influence?		
Performance	Is this an area of underperformance?		
Extent	Does the topic affect people living, working or studying in more than one electoral ward of Plymouth?		
Replication	Will this be the only opportunity for public scrutiny?		

	Is the topic due planned to be the subject of an Executive Decision?		
		Total:	High/Medium/Low

Priority	Score
High	5-6
Medium	3-4
Low	1-2

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

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