

# Cabinet

**Tuesday 21 October 2014**

## **PRESENT:**

Councillor Evans, in the Chair.

Councillor Peter Smith, Vice Chair.

Councillors Coker, Lowry, McDonald, Penberthy, Jon Taylor, Tuffin and Vincent.

Also in attendance: Anthony Payne (Strategic Director for Place), Mike Artherton (Parking and Marine Manager), Stephen Bashford (Enterprise and Inward Investment Manager), Patrick Bowes (Urban Enterprise Project Manager), Richard Cole (Engineering Manager), David Draffan (Assistant Director for Economic Development), Darin Halifax (City of Service Chief Officer), Jane Hunt (Economic Development Officer), David List (General Manager, Tamar Bridge and Torpoint Ferry), Fiona Scapens (Regeneration Manager) and Nicola Kirby (Democratic Support Officer).

Apologies for absence: Tracey Lee (Chief Executive), Carole Burgoyne (Strategic Director for People) and Kelechi Nnoaham (Director of Public Health).

The meeting started at 2.00 pm and finished at 2.50 pm.

*Note: At a future meeting, the Cabinet 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.*

### 51. **WELCOME**

The Chair welcomed officers from the Tamar Bridge and Torpoint Ferry Joint Committee to this meeting.

### 52. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by councillors in accordance with the code of conduct in relation to items under consideration at this meeting.

### 53. **MINUTES**

Agreed the minutes of the meeting held on 2 September 2014.

### 54. **QUESTIONS FROM THE PUBLIC**

There were no questions submitted from members of the public for this meeting.

### 55. **CHAIR'S URGENT BUSINESS**

There were no items of urgent business.

56. **COUNCILLOR JON TAYLOR**

The Chair welcomed Councillor Jon Taylor, the newly appointed Cabinet Member for Transformation and Change to this, his first meeting of Cabinet.

57. **TAMAR BRIDGE AND TORPOINT FERRY JOINT COMMITTEE: BRIDGE OFFICE DEVELOPMENT**

Anthony Payne (Strategic Director for Place) submitted a written report asking Cabinet to endorse the proposal for the Tamar Bridge office development and to recommend that the project was added to the capital programme with a budget of £3.33 million. The proposal had been referred from the Tamar Bridge and Torpoint Ferry Joint Committee (TBTFJC) on 12 September 2014, following consideration of a report and the business case.

The report indicated that -

- (a) the project was designed to meet operational and customer service requirements, enable an effective response to incidents and emergencies, and provide suitable facilities for the management of the bridge and associated infrastructure;
- (b) the terms of reference for the TBTFJC required each Cabinet (Plymouth City and Cornwall Councils) to approve major items of capital expenditure as part the capital programme and recommend a budget provision to Council.

Minute 20 of the Tamar Bridge and Torpoint Ferry Joint Committee of 12 September 2014 was also submitted.

Councillor Coker (Cabinet Member for Transport) introduced the proposals and advised that –

- (c) the bridge and ferry service was operated and maintained jointly by the City and Cornwall Councils, was self-financing with funding from toll income, with powers from the Tamar Bridge and Torpoint Ferry Act;
- (d) the bridge was a key part of the regional and national road network infrastructure;
- (e) the proposals would replace the existing portcabins, address health and safety matters, improve toilet facilities, provide disabled access, provide renewable energy production and address access problems for heavy goods vehicles and coaches.

David List (General Manager, Tamar Bridge and Torpoint Ferry) and Richard Cole (Engineering Manager) also attended the meeting for this item.

Cabinet Members were also advised that –

- (f) the proposals would be submitted to Cornwall's Cabinet and Council in due course;
- (g) the bridge and ferries were operated as a single business and without toll income to fund the operation, approximately £10million revenue funding would be required annually (based on 2013/14 figures) which could require at least a ten per cent increase in Council tax.
- (h) a bid was being submitted to the Heritage Lottery Fund for an education / interpretation centre and Network Rail would be encouraged to participate in the project.

Alternative options considered and reasons for the decision –

As set out in the report.

Agreed that the proposal is endorsed and the City Council is Recommended to add the Tamar Bridge Office Development to the Tamar Bridge and Torpoint Ferry Joint Committee's capital programme with a budget of £3.33million.

58. **CITIES OF SERVICE**

Tracey Lee (Chief Executive) submitted a written report seeking approval of the Cities of Service Plan.

The report indicated that -

- (a) following an invitation to bid for funding for volunteering projects, Plymouth had been successful in receiving funding over two years to deliver two specific projects: Energy Champions and Grow, Share, Cook;
- (b) a service plan had been developed with Nesta (the UK's innovation foundation).

Councillor Penberthy (Cabinet Member for Co-operatives, Housing and Community Safety) introduced the proposals and indicated that –

- (c) volunteers would be encouraged to get involved to make a measurable and noticeable difference;
- (d) following approval, the action plan would go live on the Council's website on the 'Our Plymouth' webpage.

Darin Halifax (City of Service Chief Officer) attended the meeting for this item and advised that –

- (e) volunteers were asked to register their interests on the website;

- (f) food would be delivered to food banks from today and 110 disadvantaged families would be assisted with deliveries to their doorsteps 26 times a year from 1 December 2014;
- (g) he would be providing a quarterly report on progress to Nesta and would also report back to Cabinet.

Cabinet Members thanked all those who had provided funding for the projects (Nesta, Public Health, Plymouth Energy Community, Families for the Future and the Family Intervention Project) and also the local growers.

Alternative options considered and reasons for the decision –

As set out in the report.

Agreed the Cities of Service Plan.

59. **NEW COMMUNITY AND ECONOMIC DEVELOPMENT TRUST AT FORMER WHITLEIGH CARE HOME**

Anthony Payne (Strategic Director for Place) submitted a written report seeking approval for the transfer of the Whitleigh Care Home premises to the Four Greens Community Trust, the new Community and Economic Development Trust, initially on a 35 year lease.

The report indicated that the premises would be developed as the headquarters for the new trust and would provide a mixture of business units to support business start-ups and growth along with a range of community uses, with the potential to create over 65 new jobs.

Councillor Penberthy (Cabinet Member for Co-operatives, Housing and Community Safety) introduced the proposals and advised that -

- (a) the establishment of the trust had been the result of work with people across four neighbourhoods: Whitleigh, Honicknowle, Ernesettle and Manadon;
- (b) 11 sites had been earmarked for the new Community and Economic Development Trust;
- (c) the social enterprise investment fund was supporting the recruitment of a business development manager.

Stephen Bashford (Enterprise and Inward Investment Manager), Patrick Bowes (Urban Enterprise Project Manager), Jane Hunt (Economic Development Officer), David Draffan (Assistant Director for Economic Development) and Fiona Scapens (Regeneration Manager) attended the meeting for this item.

The Chair thanked Councillor Jon Taylor for his work as lead member on the project and Cabinet Members were advised that –

- (d) the project would deliver a hub for Whitleigh and would allow the trust to deliver services across the north of the city;
- (e) there was an opportunity to channel public health funding into the neighbourhoods;
- (f) although 136 residents were members of the trust across the four neighbourhoods, people in the north of the city were encouraged to get involved and become members;
- (g) the trust had now been registered as a Community Interest Company within 12 months of the original Steering Group, using the inspiration from the Wolseley and Millfields Community and Economic Development Trusts;
- (h) the next step was to formulate business enterprise ideas to help sustain the trust.

Alternative options considered and reasons for the decision –

As set out in the report.

Agreed -

- (1) that a combination of revenue support (including income generating activities and investment opportunities) will be used to support the CEDT to the point where it becomes a sustainable economic asset, owned and managed by the local community;
- (2) the transfer of the former Whitleigh Care Home to the Four Greens Community Trust by way of a lease for a period of 35 years at a peppercorn rental, subject to the Strategic Director of Place in consultation with the Cabinet Member for Cooperatives, Housing and Community Safety, having agreed a detailed business case by no later than March 2015 and subject to capital approval;
- (3) that two councillors are nominated to the Board of the Four Greens Community and Economic Development Trust at the next meeting of the City Council;
- (4) that officers, members of the Steering Group and the Directors on the Board are thanked for their time and work which has achieved this significant progress in such a short period of time.

60. **PARKING PENALTY CHARGE NOTICE PROCESSING AND IT CONTRACT AWARD**

Anthony Payne (Strategic Director for Place) submitted a written report indicating that the current contract for Penalty Charge Notice processing and associated IT support would expire on 31 October 2014 and seeking approval to award a new contract to the preferred supplier following a competitive procurement process for these services.

A separate report, containing commercially sensitive information was also submitted and was referred to in minute 62 below.

Mike Artherton (Parking and Marine Manager) attended the meeting for this item.

Councillor Coker (Cabinet Member for Transport) introduced the proposals for a new contract to be awarded to commence on 1 November 2014 with anticipated savings of £110,000.

Alternative options considered and reasons for the decision –

As set out in the report.

Agreed the award of the contract to Imperial Civil Enforcement Solutions to commence on 1 November 2014 for a period of five years (with an option to extend for a further two years), to provide all services associated with -

- (1) Penalty Charge Notice processing, informal representations and IT support; and
- (2) formal representations of Penalty Charge Notices.

61. **EXEMPT BUSINESS**

Agreed that under Section 100(A)(4) of the Local Government Act, 1972, the press and public are excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

62. **PARKING PENALTY CHARGE NOTICE PROCESSING AND IT CONTRACT AWARD (E3)**

With reference to minute 60 above, Anthony Payne (Strategic Director for Place) submitted a further confidential report on the tender submission for Penalty Charge Notice processing and associated IT support which contained commercially sensitive information.