

Place and Corporate Overview and Scrutiny Committee

Wednesday 31 January 2018

PRESENT:

Councillor Bowie, in the Chair.

Councillor Ball, Vice Chair.

Councillors Mrs Aspinall (Substitute for Councillor Sam Davey), Carson, Fletcher, Fry, Morris, Penberthy, Stevens (Substitute for Councillor Mavin) and Storer.

Apologies for absence: Councillors Sam Davey and Mavin.

Also in attendance: Simon Arthurs (Senior Financial Analyst), Councillor Darcy (Cabinet Member for Finance/IT), Andrew Hardingham (Interim Joint Strategic Director for Transformation and Change), Ruth Harrell (Director of Public Health), Rachel Hind (Licensing Service Manager), Peter Honeywell (Transformation Architecture Manager), Ross Jago (Lead Officer), Helen Prendergast (Democratic Adviser) and Councillor Riley (Cabinet Member for HR/Democracy and Governance/Licensing).

The meeting started at 2.00 pm and finished at 4.30 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.

48. **Declarations of Interest**

There were no declarations made by Councillors in accordance with the code of conduct.

49. **Chair's Urgent Business**

There were no items of Chair's urgent business.

50. **Adoption of the New Hackney Carriage and Private Hire Licensing Policy**

Councillor Riley (Cabinet Member for HR/Democracy and Governance/Licensing), Ruth Harrell (Director of Public Health) and Rachel Hind (Licensing Service Manager) presented this report which highlighted the following key areas –

- (a) the Council adopted its first Hackney Carriage and Private Hire Licensing Policy in 2008 which set out the licensing framework required to regulate hackney carriage and private hire services;

- (b) the Council's Hackney Carriage and Private Hire Licensing Policy was framed by virtue of the powers granted to the Council by Town and Police Clauses Act 1847, the Plymouth City Council Act 1985 and the Plymouth City Council Act 1987;
- (c) the draft Taxi Policy and associated documents were published on the website between 3 October and 27 November 2017; drivers, vehicle proprietors and operators were all invited participate in the consultation.

The key areas of questioning from Members related to-

- (d) whether a communication would be sent to all GPs to ensure they were fully aware of the requirements for issuing a lifetime medical exemption;
- (e) whether officers would continue to have reasonable discretion in implementing the policy;
- (f) clarification on whether a Council livery would be introduced for hackney carriage vehicles;
- (g) whether drivers were able to access manual handling courses on a regular basis (for the loading and unloading of wheelchairs);
- (h) concerns regarding the use of e-cigarettes or similar devices by drivers within the vehicles at any time.

The Committee recommended to Cabinet -

- (1) to adopt the new Hackney Carriage and Private Hire Licensing Policy (attached at Appendix A);
- (2) to adopt the conditions and guidance (attached at Appendix B);
- (3) to delegate to the Taxi Licensing Committee the authority to review and where necessary amend the conditions and guidance documents;
- (4) that in order to maintain a pleasant environment for all passengers, the use of e-cigarettes or similar devices within the vehicle is prohibited at any time;
- (5) to provide regular training on the lifting and securing of wheelchairs for drivers.

51. **Back Office Services Transition to Delt (Payroll and Pensions)**

Councillor Darcy (Cabinet Member for Finance/IT), Andrew Hardingham (Interim Joint Strategic Director for Transformation and Change), Peter Honeywell (Transformation Architecture Manager) and Simon Arthurs (Senior Financial Analyst) presented the report which outlined the proposal for the transition of Payroll and Pensions to Delt Services.

The key areas of questioning from Members related to –

- (a) concerns that the Trade Union Recognition Agreement had not been achieved prior to the progression of the business case and development of the service specification;
- (b) concerns regarding the avoidance of disenfranchising non-affiliated staff currently employed by Delt Shared Services;
- (c) the shareholders, Board of Directors and management structure of Delt Shared Services;
- (d) concerns regarding the current low level of resilience across the critical skills required to deliver these services and how this issue would be addressed once the services had been transferred;
- (e) how the transition of Payroll and Pensions to Delt Shared Services could achieve savings for the authority;
- (f) the measures being put in place to invest in a new platform, in order to be able to deliver these services through Delt Shared Services;
- (g) consistency of recommendations within the report to accurately reflect the authorisation of delegation from a Committee to an officer in consultation with the respective Cabinet Member;
- (h) the incorrect reference to the scrutiny committee responsible for considering this report contained within the Internal Audit report;
- (i) whether schools gaining academy status would be classified as commercial opportunities and if so, would this put pressure on the 20% cap on commercial work that could be undertaken (commercial work could account for a maximum of 20% of the total revenue for Delt Shared Services).

The Committee agreed to recommend to Cabinet –

- (I) approval of the business case to migrate Systems Support teams within the Service Centre and Print and Document Services (PADS) to Delt is delegated to the Portfolio Holder for Finance/IT;

- (2) approval of the business case for the migration of Payroll and Pension Services to Delt;
- (3) to delegate authority to Peter Honeywell (Programme Manager) for the future of shared services, to negotiate and agree the detailed terms of the contract with Delt;
- (4) that an update report on the progress of a Trade Union Recognition between Delt Shared Services Ltd and the three Trade Union organisations representative within PCC (Unison, GMB and Unite) be provided to the Place and Overview Scrutiny Committee on 7 March 2018;
- (5) that recommendations within the report were consistent and that delegations made by a Committee are to Officers in consultation with respective Cabinet Members.