



Oversight and Governance

Chief Executive's Department

Plymouth City Council

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Delegated Decisions

Delegated Executive/Officer Decisions

Delegated Executive and Officer decisions are published every Wednesday and are available at the following link - <https://tinyurl.com/ms6umor>

Cabinet decisions subject to call-in are published at the following link - <http://tinyurl.com/yddrql6>

Please note – urgent decisions and non-key Council Officer decisions cannot be called in. Copies of the decisions together with background reports are available for viewing as follows:

- on the Council's Intranet Site at <https://modgov/mgDelegatedDecisions.aspx>
- on the Council's website at <https://tinyurl.com/jhnax4e>

The decision detailed below may be implemented immediately.

Delegated Decisions

I. Council Officer Decision - Paul Barnard, Service Director for Strategic Planning and Infrastructure:

I.1. Contract Award: Mayflower Street, Phase I, Highway Improvements

(Pages 1 - 14)

EXECUTIVE DECISION

made by a Council Officer



REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL COUNCIL OFFICER

Executive Decision Reference Number – COD18 22/23


Decision	
1	Title of decision: Contract Award: Mayflower Street, Phase I, Highway Improvements
2	Decision maker (Council Officer name and job title): Paul Barnard, Service Director for Strategic Planning and Infrastructure
3	Report author and contact details: Karen Renshaw, Senior Project Manager, Strategic Projects Team, HR & OD – Karen.renshaw@plymouth.gov.uk
4a	Decision to be taken: To Appoint South West Highways as the principal contractor for Phase I of the Mayflower Street Highway Improvement scheme. The contract sum is is £29,216.
4b	Reference number of original executive decision or date of original committee meeting where delegation was made: L43 19/20
5	<p>Reasons for decision:</p> <p>The Term Maintenance Contract (TMC) provides specifically for the delivery of transport projects in addition to the core highway maintenance activities and has already been through a competitive tendering assessment process.</p> <p>Using the TMC provides the optimum route for efficient and early delivery by securing early contractor involvement to assist in the development of the design, local knowledge and close working arrangements that the TMC Contractor has established with the Council's Highways Department.</p> <p>The Bill of Quantities for the construction costs have been subject to scrutiny and challenge by PCC Quantity Surveyor.</p>
6	<p>Alternative options considered and rejected:</p> <p>To carry out a formal tendering process or through the use of an appropriate framework which would add delay to any appointment and impact on the potential delivery of the works and the funding deadlines.</p>
7	<p>Financial implications and risks:</p> <p>Capital</p> <p>The scheme is funded through Transforming Cities Fund and local match funding.</p> <p>Revenue</p> <p>The opportunity will be taken to replace lighting columns (funded through Highways maintenance). The carriageway will be resurfaced and relined as part of the works. Overall the scheme is expected to be revenue neutral.</p>

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:
			x	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 £1million
			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.
8b	If yes, date of publication of the notice in the Forward Plan of Key Decisions	N/A		
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:	The project fully meet the corporate plan priorities below : <ul style="list-style-type: none"> • A green, sustainable city that cares about the environment; • Create and varied, efficient, sustainable transport; • Network. 		
10	Please specify any direct environmental implications of the decision (carbon impact)	The construction of the scheme will directly lead to carbon emissions like any other construction project. However, materials will be reused where possible e.g. existing granite kerbs and paving etc. The project focuses on improving public transport provision to encourage people to reduce car use		

Urgent decisions

11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support for advice)
		No	x	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair signature:		Date	
	Scrutiny Committee name:			
	Print Name:			

Consultation			
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes	<input checked="" type="checkbox"/>
		No	<input type="checkbox"/>
		(If no go to section 14)	
13b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Jonathan Drean, Cabinet Member for Transport	
13c	Date Cabinet member consulted	04 November 2022	
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
		If yes, please discuss with the Monitoring Officer	
15	Which Corporate Management Team member has been consulted?	Name	Anthony Payne
		Job title	Strategic Director for Place
		Date consulted	04 November 2022
Sign-off			
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS68 22/23
		Finance (mandatory)	pl.22.23.268.
		Legal (mandatory)	MS/07.11.22
		Human Resources (if applicable)	N/A
		Corporate property (if applicable)	N/A
		Procurement (if applicable)	SN/PS/657/ED/1122
Appendices			
17	Ref.	Title of appendix	
	A	Briefing report for publication	
	B	Equalities Impact Assessment	
Confidential/exempt information			
18a	Do you need to include any confidential/exempt information?	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
		If yes, prepare a second, confidential ('Part II') briefing report and 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 in 18b below.	
		Exemption Paragraph Number	

		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
Background Papers								
19	<p>Please list all unpublished, background papers relevant to the decision in the table below.</p> <p>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.</p>							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Council Officer Signature								
20	<p>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.</p>							
Signature				Date of decision	09 November 2022			
Print Name	Paul Barnard							

MAYFLOWER STREET HIGHWAY IMPROVEMENTS – PHASE I

Briefing Report for Executive Decision



Summary

The Mayflower Street Highway improvement scheme is part of a Transforming Cities Fund project funded by Department for Transport and Plymouth City Council which has been in development over the last year. The Mayflower Street scheme aims to improve the public transport infrastructure, improve bus journey times and reduce congestion and emissions. It is being designed in conjunction with Royal Parade improvement scheme which has similar objectives.

Mayflower Street will see bus stop capacity improvements, allowing for a number of bus services that serve the city centre to operate from Mayflower Street rather than Royal Parade, and will improve the flow of traffic in Mayflower Street.

The overall scheme will result in:

- New bus stopping area to accommodate extra space for dropping off passengers;
- Currently there are two bus stops and one shelter. The new scheme will have two bus shelters and bus stops with space for three buses;
- Kerb adjustment to widen the carriageway so that buses and cars can pass by when other buses have stopped;
- Street furniture to be removed if surplus and relocated where necessary;
- Disabled bay relocated;
- Existing paving will be used where possible.

The construction works will be split into phases which are as follows:

- Phase 1 – north side, on Mayflower Street East for kerb realignment
- Phase 2 – south side on Mayflower Street East for kerb realignment to create a new bus stopping area
- Phase 3 – central part of Mayflower Street and at Armada Way crossing area for kerb realignment and new bus shelters
- Phase 4 – Resurfacing and lining works for Mayflower Street
- Phase 5 – Relocation of disabled space

This contract award is to appoint South West Highways as principal contractor for Phase I of these works. Approval will be sought for further phases after January 2023 when the programme for diversion of services has been confirmed and other outstanding issues have been addressed.

Finance

This contract award is for Phase I of the scheme. The contract sum is £29,216. It will be funded from the Transforming Cities Fund.

Delivery timescales


The planned start date is 14 November, with a finish date of 7 December

Member and stakeholder engagement

Public and stakeholder consultation was carried out in September 2021. The results of the consultation is available at [Royal Parade and Mayflower Street Public Consultation | PLYMOUTH.GOV.UK](#) Local stakeholders have been kept updated through the City Centre company and direct communication with Plymouth City Council.

EQUALITY IMPACT ASSESSMENT – MAYFLOWER STREET HIGHWAY IMPROVEMENT SCHEME

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): This is the person completing the EIA template.	Karen Renshaw	Department and service:	Strategic Projects Team, HR&OD	Date of assessment:	01/11/22
Lead Officer: Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Philip Heseltine	Signature:		Approval date:	08/11/2022
Overview:	<p>Click here to enter text. The Royal Parade and Mayflower Street schemes aim to improve public transport in the city centre by making bus travel faster, easier and more reliable. They are part of a programme of investment through the Transforming Cities Fund (TCF) that collectively reduce congestion, improve air quality and help the city prosper by investing in infrastructure to improve public and sustainable transport connectivity on key commuter routes across the city. Further information on the TCF can be found using this link: https://www.plymouth.gov.uk/transformingcitiesfund.</p> <p>Mayflower Street will see bus stop capacity improvements allowing for a number of bus services, that currently serve the city centre, to operate from Mayflower Street and therefore take the pressure off Royal Parade. There is currently limited local bus provision north of the main shopping area (most are on Royal Parade in the south), and the road is conveniently located next to Plymouth coach station, and on the main pedestrian route from Plymouth train station and the city centre. In addition to the provision of new bus stops, the scheme will also provide additional carriageway space for buses to pass one another as they pull away from the stops, relieving a bottle neck and reducing delays.</p>				
Decision required:	Approve the Mayflower Street Highway Improvement Scheme – Phase I				

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

Potential external impacts: Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?	Yes	X	No	
Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?	Yes		No	X
Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section two)	Yes		No	
If you do not agree that a full equality impact assessment is required, please set out your justification for why not.				

SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department
Age	Plymouth <ul style="list-style-type: none"> 16.4 per cent of people in Plymouth are children aged under 15. 65.1 per cent are adults aged 15 to 64. 18.5 percent are adults aged 65 and over. 2.4 percent of the resident population are 85 and over. South West	No adverse impact		

	<ul style="list-style-type: none"> • 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64. • 22.3 per cent are aged 65 and over. <p>England</p> <ul style="list-style-type: none"> • 17.4 per cent of people are aged 0 to 14. • 64.2 per cent of people are aged 15 to 64. • 18.4 per cent of people are aged 65 and over. <p>(Data sourced from the 2021 Census)</p>			
<p>Disability</p>	<p>10 per cent of our population have their day-to-day activities limited a lot by a long-term health problem or disability (2011 Census).</p>	<p>On street car parking which is free for blue badge holders will be removed as part of this project</p>	<p>4 disabled spaces retained on / close to Mayflower Street</p> <p>Proposed that the disabled bay currently located on Mayflower Street will be relocated to street close to Mayflower Street and two existing disabled</p>	<p>Estimated completion date of scheme is April 2023</p>

			<p>spaces on unnamed street will be enlarged to meet current standards. This location is deemed to be safer than being located on Mayflower Street as it is located further away from traffic</p> <p>Car parking available at two nearby car parks</p> <p>Removing the on street parking will make way for a bus stopping area which will enable more bus services to stop at mayflower Street – bringing more accessibility to users to this area of town</p>	
Gender reassignment	<p>There are no official estimates for gender reassignment at either national or local level (awaiting 2021 Census data).</p> <p>However, in a study funded by the Home Office, the Gender Identity Research and Education Society (GIRES) estimate that between 300,000 and 500,000 people aged 16 or over in the UK are experiencing some degree of gender variance.</p>	No adverse impact		
Marriage and civil partnership	<p>There were 234,795 marriages in England and Wales in 2018.</p> <p>In 2020, there were 7,566 opposite-sex civil partnerships formed in England and Wales, of</p>	No adverse impact		

	<p>which 7,208 were registered in England and 358 were registered in Wales.</p> <p>There were 785 civil partnerships formed between same-sex couples in England and Wales in 2020, of which 745 were registered in England and 40 were registered in Wales.</p>			
Pregnancy and maternity	<p>There were 640,370 live births in England and Wales in 2019, a decrease of 2.5 per cent since 2018. The mid-year 2019 population estimates show that there were 2,590 births in Plymouth.</p> <p>The total fertility rate (TFR) for England and Wales decreased from 1.70 children per woman in 2018 to 1.65 children per woman in 2019.</p>	No adverse impact		
Race	<p>92.9 per cent of Plymouth's population identify themselves as White British. 7.1 per cent identify themselves as Black, Asian or Minority Ethnic.</p> <p>Census data suggests at least 43 main languages are spoken in the city, showing Polish, Chinese and Kurdish as the top three (2011 Census).</p>	No adverse impact		
Religion or belief	<p>Christianity is the biggest faith in the city with more than 58 per cent of the population (148,917). 32.9 per cent (84,326) of the Plymouth population stated they had no religion (2011 Census).</p> <p>Those who identified as Muslim were just under 1 per cent while Hindu, Buddhist,</p>	No adverse impact		

	Jewish or Sikh combined totalled less than 1 per cent (2011 Census).			
Sex	51 per cent of our population are women and 49 per cent are men (2021 Census).	No adverse impact		
Sexual orientation	There is no precise local data on sexual orientation in Plymouth (awaiting 2021 Census data).	No adverse impact		

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	No adverse impact		

SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
Celebrate diversity and ensure that Plymouth is a welcoming city.	No adverse impact – see disability section		
Pay equality for women, and staff with disabilities in our workforce.	No adverse impact		
Supporting our workforce through the implementation of Our People Strategy 2020 – 2024	No adverse impact		
Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner	No adverse impact		

organisations to achieve positive outcomes.			
Plymouth is a city where people from different backgrounds get along well.	No adverse impact		

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