



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>

Notice of call-in for non-urgent decisions must be given to the Democratic Support Unit by 4.30 pm on Wednesday 15 February 2023. 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 non-urgent cabinet decisions detailed below may be implemented on Thursday 16 February 2023 if they are not called-in. The urgent and non-key council officer decisions may be implemented immediately.

Delegated Decisions

1. Councillor Richard Bingley, Leader of the Council:

- 1.1. Urgent Key Decision - Home Upgrade Grant 2 **(Pages 1 - 12)**
- 1.2. Approval of Procurement of a Central Management System for lighting **(Pages 13 - 50)**
- 1.3. DELL Children's Centre - Asbestos Strip **(Pages 51 - 70)**

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

- 2.1. Woolwell to The George Transport Scheme: Phase 1, 2 and 3 Project Orders **(Pages 71 - 82)**
- 2.2. Contract Award: Mayflower Street Phases 3&4 (Final), Highway Improvements **(Pages 83 - 96)**

EXECUTIVE DECISION

made by a Cabinet Member



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

Executive Decision Reference Number – L22 22/23


Decision			
1	Title of decision: Home Upgrade Grant 2		
2	Decision maker: Councillor Richard Bingley, Leader of the Council		
3	Report author and contact details: Paul Elliott – Low Carbon City Manager (Paul.elliott@plymouth.gov.uk)		
4	Decision to be taken: <ul style="list-style-type: none"> Allocates £3,376,610 for the project into the Capital Programme funded by a grant from BEIS Home Upgrade Grant Phase 1. Delegate's authority to Section 151 officer and Chief Executive to sign the MoU. Delegate authority to the Service Director for Strategic Planning & Infrastructure to spend the allocated funds and enter into further agreements in relation to it where they would not already have authority to award it within the scheme of delegation. 		
5	Reasons for decision: To allow for the delivery of energy efficiency upgrades of 160 off gas homes experiencing fuel poverty in Plymouth.		
6	Alternative options considered and rejected: This would be ignoring an opportunity to deliver energy efficiency upgrade programmes to vulnerable households with external funds. The project has the capacity to improve the living conditions and health of some of the most vulnerable households in the city. The project has the capacity to further improve the living conditions and health of some of the most vulnerable households in the city. The Council successfully bid for these funds and as such should use them. The funds can only be used for the purposes outlined above.		
7	Financial implications and risks: This is continuation funding for the existing Home Upgrade Grant 1 project. The project is fully externally funded, including all associated revenue costs and so there are no financial implications to The Council. As this is continuation funding it will support an existing project which already has the resources in place to deliver.		
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	Per the Constitution, a key decision is one which: in the case of capital projects and contract awards, results in a new
		No	
		x	

				commitment to spend and/or save in excess of £3million in total
			x	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1 million
			x	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
	If yes, date of publication of the notice in the Forward Plan of Key Decisions	Please see section 11.		
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 is an excellent fit with the strategic objectives of The Council. Social inequalities will be reduced by the provision of efficient heating and efficiency measures to social housing households experiencing fuel poverty. This not only provides a much healthier, warmer, and comfortable environment for the householder, it also reduces the annual energy bill ensuring vulnerable households income is maximised. The retrofitted energy efficiency measures will help to reduce the carbon emissions of the city, contributing to the delivery of the Joint Local Plan and Climate Emergency Action Plan.		
10	Please specify any direct environmental implications of the decision (carbon impact)	The project will aim to improve all households to an EPC rating of C with the measures installed. This improvement will realize extensive Carbon emission and fuel bill savings		

Urgent decisions

11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes	x	(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No		(If no, go to section 13a)
12a	Reason for urgency:	In order to receive the funding the signed Memorandum of Understanding needs to be returned to BEIS by 27/01/2023		
12b	Scrutiny Chair Signature:	Approved via email	Date	7 February 2023
	Scrutiny Committee name:	Chair of Growth and Infrastructure Overview and Scrutiny Committee		

	Print Name:	Councillor John Riley		
Consultation				
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes	<input checked="" type="checkbox"/>	
		No	<input type="checkbox"/>	(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Rebecca Smith, Cabinet Member for Strategic Planning, Homes and Communities Councillor James Stoneman, Cabinet Member for Climate Change and Governance		
I3c	Date Cabinet member consulted	Mandate for bid (attached) obtained from Cllr Smith in November 2022 Cllr Stoneman briefed on 09.01.23		
I4	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes	<input type="checkbox"/>	If yes, please discuss with the Monitoring Officer
		No	<input checked="" type="checkbox"/>	
I5	Which Corporate Management Team member has been consulted?	Name	Anthony Payne	
		Job title	Strategic Director Place	
		Date consulted	20 January 2023	
Sign-off				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS100 22/23	
		Finance (mandatory)	pl.22.23.256	
		Legal (mandatory)	MS/23.01.23/RSN39 648	
		Human Resources (if applicable)	N/A	
		Corporate property (if applicable)	N/A	
		Procurement (if applicable)	N/A	
Appendices				
I7	Ref.	Title of appendix		
	A	Project Mandate		
	B	Briefing Report		
	C	EIA		

Confidential/exempt information									
18a	Do you need to include any confidential/exempt information?	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)					
		No	X						
			Exemption Paragraph Number						
			1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:								
Background Papers									
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.								
Title of background paper(s)			Exemption Paragraph Number						
			1	2	3	4	5	6	7
Cabinet Member Signature									
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.								
Signature					Date of decision		8 February 2023		
Print Name		Councillor Richard Bingley, Leader of Plymouth City Council							

EXECUTIVE DECISION BRIEFING NOTE

Home Upgrade Grant 2 (HUG) Programme



This briefing note provides context for the accompanying Executive Decision regarding the Home Upgrade Grant (HUG) programme.

Scheme Summary

PCC is allocating £3,376,610 to the capital programme following an award of continuation funding from Government to deliver the Home Upgrade Grant (HUG) programme. An additional 160 homes experiencing fuel poverty will be improved in Plymouth. The scheme will help to tackle the prevalence of fuel poverty across the 13,500 households in the city who are currently experiencing it. Low-income households in Plymouth will see their energy bills reduced by up to £300 a year. The continuation funding adds to the initial £2.2m awarded to The Council last year.

REVENUE IMPLICATIONS

All required revenue spend associated with this project will come from the externally awarded funds. There is no impact on Council funds.

RISKS

The risk element in receiving the grant is low:

- This is continuation funding. The structures and processes for delivery are already in place and working.
- The demand for the service is high, with a considerable pipeline of households requiring assistance already building up.

RECOMMENDATION

It is recommended that the Leader:

- Allocates £3,376,610 for the project into the Capital Programme funded by a grant from BEIS Home Upgrade Grant Phase 1.
- Delegate's authority to Section 151 officer and Chief Executive to sign the MoU.
- Delegate authority to the Service Director for Strategic Planning & Infrastructure to spend the allocated funds and enter into further agreements in relation to it.

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PROJECT MANDATE



HOME UPGRADE GRANT PHASE 2

WHAT			
Proposals	The Low Carbon Team are proposing to bid into the Home Upgrade Grant Fund being held by the government department BEIS. Although renamed, this funding opportunity is essentially the next phase of the Sustainable Warmth fund which the team is already delivering.		
Project Proposer	Paul Elliott	Approximate Cost	£3m
Is the project on the 'Priority List'	No, however this project will help contribute to the Council's declaration to be net carbon zero by 2030 and is a new action in response to the declared climate emergency.		

Why	
Need / Outcomes / Benefits	<p>The project will aim to provide the following benefits:</p> <ul style="list-style-type: none"> • Deliver energy efficiency measures to approx. 160 homes by March 2025 • Improve the housing conditions of 160 vulnerable/fuel poor households • Reduce the energy costs of 160 vulnerable/ fuel poor households • Reduce the carbon emissions from 160 households, contributing to the Council's net zero target

When	
Timescale	The competition closes on 18th November 2022 and we are proposing to submit a bid by then. Notification of successful bids is expected early in the new year , with projects commencing on 1 st April 2023, and completing March 2025
Timescale constraint	No real constraints – other than the short bidding deadlines.

How	
How do you propose to fund this project	The project would be 100% externally funded by BEIS. This would include both capital and revenue grant.
VAT Constraints	none
Bidding Constraints	none
Confirmation of commencement of Equalities Impact Assessment	Yes – we have the existing EIA for the current Sustainable Warmth Fund and will review to ensure they are still appropriate.

Approval	
<p>Cabinet Member</p> <p>I endorse the development of this project and agree that it meets Plymouth Plan and or Corporate Plan priorities.</p>	<p>Service Director</p> <p>I endorse the development of this project and confirm that the resources to develop this project can be covered within existing service revenue budgets.</p>
Name : Rebecca Smith	Name Paul Barnard
Portfolio: Strategic Planning Homes & Communities	Department SP&I
Either email dated	Either email dated
<p>Or signed</p> 	<p>Or signed</p> 
Date 14/11/2022	Date 14/11/2022

EQUALITY IMPACT ASSESSMENT

Home Upgrade Grant 2



STAGE 1: WHAT IS BEING ASSESSED AND BY WHOM?

What is being assessed - including a brief description of aims and objectives?	PCC is allocating £3,376,610 to the capital programme following an award of continuation funding from Government to deliver the Home Upgrade Grant (HUG) programme. An additional 160 homes experiencing fuel poverty will be improved in Plymouth. The scheme will help to tackle the prevalence of fuel poverty across the 13,500 households in the city who are currently experiencing it. Low-income households in Plymouth will see their energy bills reduced by up to £300 a year. The continuation funding adds to the initial £2.2m awarded to The Council last year.
Author	Paul Elliott
Department and service	Low Carbon City Team
Date of assessment	1 st February 2023

STAGE 2: EVIDENCE AND IMPACT

Protected characteristics (Equality Act)	Evidence and information (eg data and feedback)	Any adverse impact See guidance on how to make judgement	Actions	Timescale and who is responsible
Age	The average age in Plymouth (39.0 yrs.) is about the same as the rest of England (39.3 yrs.), but less than the South West (41.6yrs). Of the 16 SW authorities we have the third lowest % of older people (75), the sixth highest % of working age people and the fifth highest % of children and young people (under 18).	No adverse impacts anticipated	None	N/A

	<p>Under 18s account for 19.8% of our population within this 17.5 % are under 16. As of March 2013, there are estimated to be 479 (6.9 %) young people aged between 16 and 18 who are NEET.</p> <p>The proportion of the working age population (16-64) is higher (66.1%) than regionally (62.8%) and nationally (64.7%).</p>			
Disability	<p>A total of 31,164 people (from 28.5 per cent of households) declared themselves as having a long-term health problem or disability (national figure 25.7 per cent of households), compared with the total number of people with disabilities in UK (11,600,000).</p>	No adverse impacts anticipated	None	N/A
Faith/religion or belief	<ul style="list-style-type: none"> • Christianity: 148,917 people (58.1 %), decreased from 73.6 % since 2001. • Islam: 2,078 people (0.8 %), doubled from 0.4 % since 2001. • Buddhism: 881 people (0.3 %), increased from 0.2 % since 2001. • Hinduism: 567 people (0.2 %) described their religion as Hindu, increased from 0.1 % since 2001. • Judaism: 168 people (0.1 %), decreased from 181 people since 2001. • Sikhism: 89 people (less than 0.1 %), increased from 56 people since 2001. <p>84,326 (32.9%) % of the Plymouth population stated they had no religion.</p>	No adverse impacts anticipated	None	N/A
Gender - including marriage, pregnancy and maternity	<p>Overall 50.6 % of our population are women and 49.4 % are men: this reflects the national figure of 50.8 % women and 49.2 % men.</p> <p>There were 3,280 births in 2011. Birth-rate trends have been on the increase since 2001, but since 2010 the number of births has stabilised.</p> <p>Of those aged 16 and over, 90,765 people (42.9%) are married. 5,190 (2.5 %) are separated and still legally married or legally in a same-sex civil partnership.</p> <p>In Plymouth in 2014 average hourly earnings for women (£10.00) were 93 % of average hourly male earnings (£11.82).</p>	No adverse impacts anticipated	None	N/A

	In Plymouth in 2005, women working full time earned only 81 % of average hourly fulltime male earnings. By 2010 this gap had closed and women were earning 90 %. In 2014 the gap had slightly widened. Across the South West region in 2014 women working full-time only earn 86 % of average full-time hourly male earnings, and for the UK as a whole the figure is 90%.			
Gender reassignment	It is estimated that there may be 10,000 transgender people in the UK. There were 26 referrals from Plymouth made to the Newton Abbott clinic, in 2013/14. The average age for presentation for reassignment of male-to-females is 40-49. For female-to-male the age group is 20-29.	No adverse impacts anticipated	None	N/A
Race	<p>92.9% of Plymouth’s population identify themselves as White British. 7.1% identify themselves as Black and Minority Ethnic (BME) with White Other (2.7%), Chinese (0.5%) and Other Asian (0.5%) the most common ethnic groups. Our recorded BME population rose from 3% in 2001 to 6.7% in 2011, and therefore has more than doubled since the 2001 census.</p> <p>Recent census data suggests we have at least 43 main languages spoken in the city, showing Polish, Chinese and Kurdish as the top three.</p> <p>Four neighbourhoods have a population of school age children where 20% or more are from a BME background. They are City Centre (38%), Greenbank and University (32.3 %), Stonehouse (29.9%) and East End (23.4%). There are 1867 school children (over 5 years old) that speak English as an additional other language.</p> <p>The 2001 Census records that there were 4328 people from the A8 and A2 Accession Countries resident in the City. Of these 2332 recorded their country of birth as Poland, with 57 % arriving between March 2006 and 2008.</p>	No adverse impacts anticipated	None	N/A
Sexual orientation - including civil partnership	There is no precise local data on numbers of Lesbian, Gay and Bi-sexual (LGB) people in Plymouth, but nationally the government have estimated this to be between 5 – 7% and Stonewall agree with this estimation given in 2005. This would mean that for Plymouth the figure is approximately 12,500 to 17,500 people aged over 16 in Plymouth are LGB.	No adverse impacts anticipated	None	N/A

STAGE 3: ARE THERE ANY IMPLICATIONS FOR THE FOLLOWING? IF SO, PLEASE RECORD ACTIONS TO BE TAKEN

Local priorities	Implications	Timescale and who is responsible
Reduce the gap in average hourly pay between men and women by 2020.	None	N/A
Increase the number of hate crime incidents reported and maintain good satisfaction rates in dealing with racist, disablist, homophobic, transphobic and faith, religion and belief incidents by 2020.	None	N/A
Good relations between different communities (community cohesion)	None	N/A
Human rights Please refer to guidance	None	N/A

EXECUTIVE DECISION

made by a Cabinet Member



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

Executive Decision Reference Number – L21 22/23

Decision	
1	Title of decision: Approval of Procurement of a Central Management System for lighting
2	Decision maker (Cabinet member name and portfolio title): Councillor Richard Bingley, Leader of the Council
3	Report author and contact details: Philip Bellamy – Engineering Manager Phil.Bellamy@plymouth.gov.uk 01752306947
4	<p>Decision to be taken</p> <p>4.1 To approve the Business Case, as at Appendix I, for the procurement and installation of a Central Management System to enable the Council to deliver a variable profiling lighting strategy across the city.</p> <p>4.2 Allocates £1.000m for the project into the Capital Programme funded by Service Borrowing</p> <p>4.3 To approve the commencement of a procurement process for a Central Management System.</p> <p>4.4 To delegate to the Service Director for Street Services the authority to:</p> <ul style="list-style-type: none"> i. approve the final procurement route where it is not already delegated in the scheme of delegation; and ii. award the resulting contract where they would not already have authority to award it within the scheme of delegation.
5	<p>Reasons for decision:</p> <p>The introduction of the system will allow the Council an opportunity to save a significant amount of energy and carbon emissions. In turn the Council will be able to reduce its costs, contributing towards the savings required both for the 23/24 financial year and, if possible, in the current financial year.</p> <p>The significant energy savings from a full system installation are listed in Appendix B, the Business Case, at Section 2 of the document. It should be noted that energy consumption from lighting is a substantial part of an organisation's total energy liability. The energy used is obviously proportionate to Co2 emissions.</p>

6	<p>Alternative options considered and rejected:</p> <p>The alternative option:</p> <p>1) Retain existing switching – Photo-Electric Cells are used at present – these switch at 35:18 lux and operate on a dusk to dawn arrangement</p> <p>Reason for rejection – Based on the use of the current switching the Council is profiled to exceed its revenue allocation by £800,000.00 a year due to increase in energy costs. It also does not allow the Council to have the ability to control lighting in order to contribute towards its ambitions to around reduction in Co2 emissions.</p> <p>2) Switch off Lighting</p> <p>Reason for rejection – Risk to public health and safety. It will result in unlit roads giving rise to a possible hazard for motorists and pedestrians alike. It will result in unlit pathways, reducing the safety of individuals who are on foot and making hazards difficult to see.</p>																				
7	<p>Financial implications and risks:</p> <p>By making this decision, in service support for flexing energy price rises dependant on future energy costs - £1.5M of the investment supported by existing capital allocation, derived from DFT Challenge fund (set in 21/22 budget – rolled to 22/23)</p> <p>£1M support from Service Borrowing</p> <p><u>Risk</u></p> <p>Procurement/Installation Delay: Reduce in year saving potential</p>																				
8	<table border="1"> <thead> <tr> <th data-bbox="225 1048 758 1144">Is the decision a Key Decision? (please contact Democratic Support for further advice)</th> <th data-bbox="758 1048 853 1144">Yes</th> <th data-bbox="853 1048 965 1144">No</th> <th data-bbox="965 1048 1495 1144">Per the Constitution, a key decision is one which:</th> </tr> </thead> <tbody> <tr> <td data-bbox="225 1144 758 1312"></td> <td data-bbox="758 1144 853 1312"></td> <td data-bbox="853 1144 965 1312">x</td> <td data-bbox="965 1144 1495 1312">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</td> </tr> <tr> <td data-bbox="225 1312 758 1458"></td> <td data-bbox="758 1312 853 1458"></td> <td data-bbox="853 1312 965 1458">x</td> <td data-bbox="965 1312 1495 1458">in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million</td> </tr> <tr> <td data-bbox="225 1458 758 1603"></td> <td data-bbox="758 1458 853 1603"></td> <td data-bbox="853 1458 965 1603">x</td> <td data-bbox="965 1458 1495 1603">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.</td> </tr> <tr> <td data-bbox="225 1603 758 1742">If yes, date of publication of the notice in the Forward Plan of Key Decisions</td> <td colspan="3" data-bbox="758 1603 1495 1742"></td> </tr> </tbody> </table>	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.	If yes, date of publication of the notice in the Forward Plan of Key Decisions			
Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:																		
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		x	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.																		
If yes, date of publication of the notice in the Forward Plan of Key Decisions																					
9	<p>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:</p> <p>GR07/5 Supporting the development of resilient, efficient local energy markets through the identification and promotion of local opportunities for SMART energy infrastructure that helps to balance local supply and demand.</p> <p>INT6: Developing and promoting our contribution to managing climate change and sea level rise through</p>																				

		continuing to pursue ambitious carbon reduction emission targets (net-zero by 2030) and proactive natural network management, and putting in place infrastructure to enable businesses to make the transition to a low carbon economy		
10	Please specify any direct environmental implications of the decision (carbon impact)	The procurement of the system allows the Council the opportunity to achieve a reduction on energy utilisation, reduction of Light Pollution and reduction of carbon emissions.		
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 (democraticsupport@plymouth.gov.uk) 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		
		No	x	(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?			
13c	Date Cabinet member consulted			
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	x	
15	Which Corporate Management	Name	Philip Robinson	

	Team member has been consulted?	Job title	Service Director for Street Services					
		Date consulted	11 th October 2022					
Sign-off								
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS97 22/23					
		Finance (mandatory)	PL22.23.326					
		Legal (mandatory)	EJ/38851/6..12.22(2)					
		Human Resources (if applicable)	N/A					
		Corporate property (if applicable)	N/A					
		Procurement (if applicable)	HG/PS/662/ED/122					
Appendices								
17	Ref.	Title of appendix						
	A	Briefing report for publication						
	B	Capital Business Case						
	C	EIA						
Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)				
		No	x					
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							


Background Papers

- 19** Please list all unpublished, background papers relevant to the decision in the table below.
Background papers are 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. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.

Title of background paper(s)	Exemption Paragraph Number						
	1	2	3	4	5	6	7

Cabinet Member Signature

- 20** I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.

Signature		Date of decision	8 February 2023
Print Name	Councillor Richard Bingley, Leader of Plymouth City Council		

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Briefing Paper Central Management System – street lighting



Background

CMS (Central Management System) technologies are the most effective way of reducing the ongoing costs of a lighting service, meeting the challenge of rising energy prices whilst improving the quality of light and implementing a sustainable and flexible control to this asset. When a CMS is utilised in conjunction with Light Emitting Diodes (LED's) and CMS it can also reduce the requirement for regular planned and reactive maintenance, therefore potentially providing further revenue savings.

Many Local Authorities have already adopted or are moving towards such an arrangement, this includes our immediate neighbours (Cornwall, Devon and Exeter) as well as scalable city comparisons – (Bristol & Milton Keynes) it is reported that 85% of all local authorities now dim their street lighting installations.

This strategy must however be based upon consideration of many variables.

As part of the business case for Capital Funding for procurement and installation of a CMS officers produced a Business Case as attached (Appendix B). This Business Case provides estimated headline savings for adopting CMS and variable lighting regimes in the Plymouth City area, detailed in Section 2. This was based upon a realistic approach to lighting levels required across the city to ensure the network is lit to the relevant standards. Further details of the assumptions made to produce the savings and payback options in this report can be found in Section 5 of the Business Case.

Recommendation and Reasons

Based on the advantages outlined in the Business Case Capital Funding has been allocated. It is considered that a CMS would allow the Council to, as well as realising the energy emissions and costs benefits, provide the opportunity for the Council to deliver the following benefits:

- Providing a safer and sustainable highway network
- Reducing the rate of failure for critical assets and improve its resilience
- Improve public perception and satisfaction with the highway network

If the Council were to decide not to proceed with this proposal there would be several risks that would need to be closely managed and maintained. These include:

- Revenue allocation insufficient to cover energy costs
- Opportunity to substantially reduce CO² emissions missed
- Links to 'SMART CITY' advantage not maximised (Clean Air, Road Sensors, Traffic Counts etc.)
- Traffic & Crime reduction opportunity not realised.

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CAPITAL INVESTMENT BUSINESS CASE

Central Management System (Lighting) – 2023



EXECUTIVE SUMMARY

The Executive Summary is a short summary of the Business Case and should be the last section you complete, this will enable you to 'cut and paste' key details from relevant sections. The summary is a 'snapshot' of the business case which will need to tell the story and sell the proposal.

Proposal: Introduction of a Street Lighting Profiling Regime

Creating a Variable Profiling lighting strategy offers Plymouth City Council an opportunity to save a significant amount of energy and carbon emissions, BMJ have carried out detailed survey across the UK to study the effects of adoption on strategy, comparing Traffic Collision and Crime Data sourced from police data across 62 local authorities.

The data indicates an overall reduction on traffic collisions, interestingly, a reduction of Burglary, Robbery, Vehicle and Violence is evidenced when such profiling is adopted.

The argument is so pressing, especially if reduction of energy usage, CO² emission and Light Pollution is augmented into the reasoning, that many Local Authorities have already adopted or are moving towards such an arrangement, this includes our immediate neighbours (Cornwall, Devon and Exeter) as well as scalable city comparisons – (Bristol & Milton Keynes) it is reported that 85% of all local authorities now dim their street lighting installations.

This strategy must however be based upon consideration of many variables which detailed below, these considerations are laid out in BS5489, ILP:TR27, as well as DFT Transport Analysis Guidance (TAG)

There are four types of lighting requirements for street lighting within this consideration:- residential, commercial, retail and Main Road Networks.

The purpose of carrying out an assessment is to support the proposed dimming profiles that are to be applied and endorse the regime that is then selected for the variable lighting levels. It is recommended in TR25 that the profile regime is reflected across all classifications of roads, to this end, a review of ADT has been averaged across all road types to generate a picture of traffic movement without turning our street lighting installation 'off'

This approach has been benchmarked against industry standards and has been reviewed by an industry expert, Matthew Lugg OBE- Head of Profession at WSP (President of the Chartered Institute of Highways and Transportation CIHT (2018-2019)). And supported by Devon & Cornwall Police

The system is based on 'Open Protocol' communication arrangement which enables other applications to the CMS system, including Emergency Services adaptation during emergencies, Monitoring of Air Quality, Road Temperature Sensors for Gritting optimisation, Traffic Data Capture, V2X communication for semi-autonomous future proofing to be added at a future date and this is linked to our TCF2 initiative

SECTION I: PROJECT DETAIL

Project Value (indicate capital or revenue)	£2.500M Challenge Fund = £1.5M Service Borrowing = £1M	Contingency (show as £ and % of project value)	£100k
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Programme	Highways Maintenance	Directorate	Place
Portfolio Holder	Cllr Jonathan Drean	Service Director	Phillip Robinson (Street Services)
Senior Responsible Officer (client)	Philip Robinson	Project Manager	Phil Bellamy
Address and Post Code	Plymouth City	Ward	Citywide

I. INTRODUCTION AND OVERVIEW

LED (Light Emitting Diodes) and CMS (Central Management System) technologies are the most effective way of reducing the ongoing costs of a lighting service, meeting the challenge of rising energy prices whilst improving the quality of light and implementing a sustainable and flexible control to this asset. In addition to a significant reduction in energy consumption and carbon emissions, LED's and CMS when utilised in tandem, can also reduce the requirement for regular planned and reactive maintenance, therefore potentially providing further revenue savings.

Installing a CMS at either the point of LED installation, or retrospectively, will future proof the asset and ensure that it can be adapted at little cost to meet future challenges and changes in standards. It is also consistent with many of the principals of the 'Smart Cities' agenda - energy efficient, connected, integrated and intelligent.

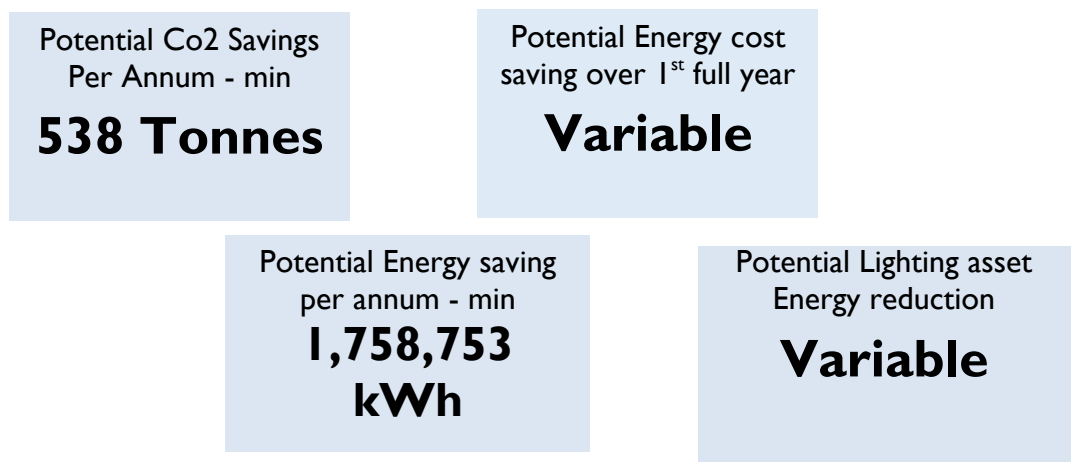
This report provides estimated headline savings for adopting CMS and variable lighting regimes in the Plymouth City area, detailed in Section 2.

In order to illustrate the savings presented below, the inventory held within Mayrise asset management system has been filtered to focus upon the Urbis Ampera LED street lighting element only. Lamp types that are generally associated with Subways and Sign Lights were removed, and any discrepancies from standard wattages were re-categorised to ensure consistency.

A realistic approach has been taken on the lighting levels required to appropriately light the Plymouth City network to the relevant standards, however, it is anticipated that additional savings could be introduced with dynamic dimming, weekend traffic profiling, reassessment of lighting level classification and new LED canopies. Further details of the assumptions made to produce the savings and payback options in this report can be found in Section 5.

2. SAVINGS AND PAYBACK OPTIONS

The following potential savings have been calculated based upon the variable lighting strategy found in Section 3, along with the assumptions detailed in Section 5.



These saving illustrations are based on standard dimming profiles and can be increased should local policy decide

The impact of the areas of special consideration (Section 3.3) have not been taken into account for this projection, however, savings could be further enhanced through Dynamic Dimming as detailed in section 3.2 below

The tables below detail the assessed energy consumption from the existing Urbis Ampera inventory and the implementation of a three-stage dimming profile.

Existing Urbis Ampera Inventory calculation

Lamp type	Energy rating	Consumption PA / Per Unit	Total Units	Total Consumption PA	Total Energy Cost (Year 1)	CRC Tonnes
Ampera Midi 16x 26W	26 W	107 kWh	18143	1,937,818 kWh	£293,579	544.53
Ampera Midi 16x 21W	21 W	86 kWh	32	2,761 kWh	£418	0.78
Ampera Midi 24x 30W	30 W	123 kWh	725	89,349 kWh	£13,536	25.11
Ampera Midi 24x 40W	40 W	164 kWh	1000	164,320 kWh	£24,894	46.17
Ampera Midi 24x 29W	29 W	119 kWh	649	77,317 kWh	£11,713	21.73
Ampera Midi 32x 49W	49 W	201 kWh	45	9,058 kWh	£1,372	2.55
Ampera Midi 32x 65W	65 W	267 kWh	3923	1,047,519 kWh	£158,699	294.35
Ampera Midi 48x 73W	73 W	300 kWh	37	11,096 kWh	£1,681	3.12
Ampera Midi 48x 97W	97 W	398 kWh	2751	1,096,207 kWh	£166,075	308.03
Ampera Midi 64x 96W	96 W	394 kWh	46	18,141 kWh	£2,748	5.10
Ampera Midi 64x 102W	102 W	419 kWh	196	82,127 kWh	£12,442	23.08
Ampera Maxi 96x 106W	106 W	435 kWh	10	4,354 kWh	£660	1.22
Ampera Maxi 96x 158W	158 W	649 kWh	21	13,630 kWh	£2,065	3.83
Totals:		3,664 kWh	27578	4,553,697 kWh	£689,885	1279.59

Variable Lighting Strategy Calculation

Lamp type	Light at 100%		Light at 70%		Light at 50%		Consumption / Unit	Total Units	Total Consumption PA	CRC Tonnes
	Energy rating	Burnin g Hours	Energy rating	Burnin g Hours	Energy rating	Burnin g Hours				
LED - 16	26 kWh	458	18 kWh	1,095	13 kWh	2,555	65 kWh	18175	1,182,320 kWh	332.23
LED - 24	40 kWh	458	28 kWh	1,095	20 kWh	2,555	100 kWh	2374	237,590 kWh	66.76
LED - 32	65 kWh	458	46 kWh	1,095	33 kWh	2,555	163 kWh	3968	645,316 kWh	181.33
LED - 48	94 kWh	458	66 kWh	1,095	47 kWh	2,555	235 kWh	2788	655,704 kWh	184.25
LED - 99W	102 kWh	458	71 kWh	1,095	51 kWh	2,555	255 kWh	242	61,759 kWh	17.35
LED - 132W	158 kWh	458	111 kWh	1,095	79 kWh	2,555	395 kWh	31	12,255 kWh	3.44
Total								27578	2,794,944 kWh	785.38

3. VARIABLE LIGHTING STRATEGY

3.1. DIMMING PROFILES

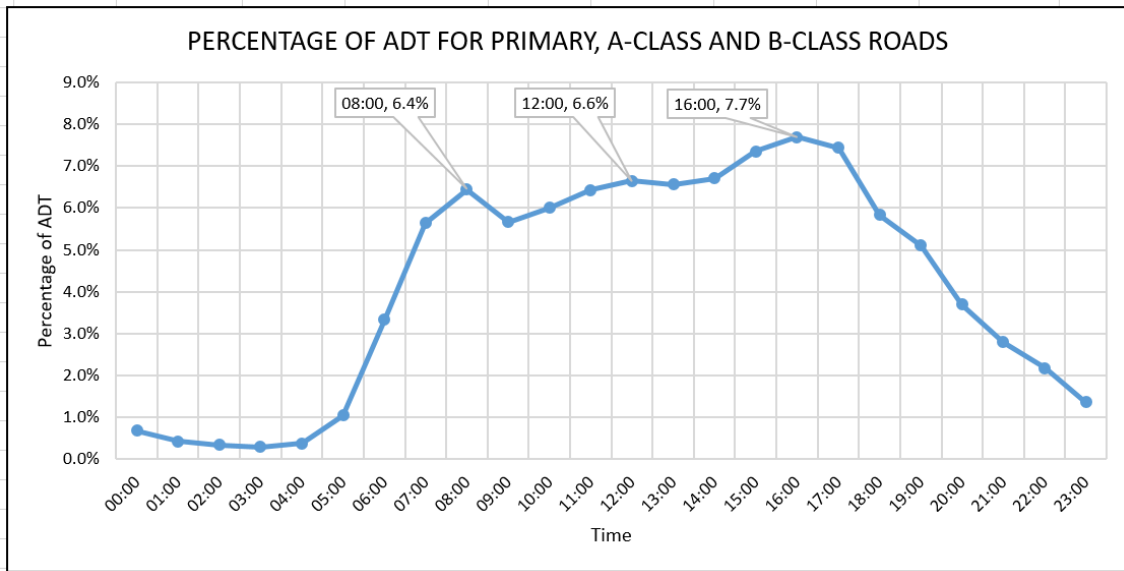
Creating a variable lighting strategy (profiling) offers Plymouth City Council an opportunity to save a significant amount of energy and carbon, however, this strategy must be based upon considerations of variables which include:

- Hourly traffic flow of vehicles per day with a consideration of Average Daily Traffic count (ADT)
- Traffic Calming / Conflict areas that require higher lighting levels
- Crime data
- Accident data

Two types of lighting street lighting are considered, residential areas and traffic routes.

The purpose of carrying out an assessment is to support the proposed profiles that are to be applied and would endorse the regime that is then selected for the variable lighting levels. It is recommended in TR25 that the regime is reflected across all classifications of roads, to this end, a review of ADT has been averaged across all road types to generate a picture of traffic movement:

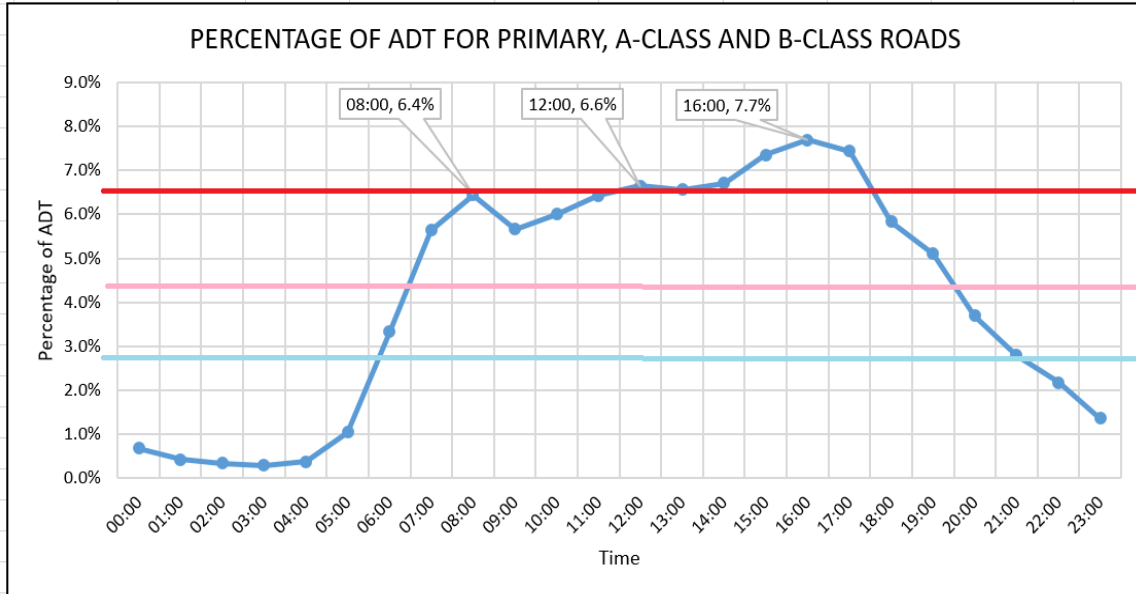
Plymouth Average Daily Traffic



Based upon Plymouth City’s average road of an ADT of 23323, peak at 08.00 is 1505 ADT, light reduction threshold is 1,000 ADT and a further reduction level at 652 ADT (this would need to be assessed and stated in our LA policy).

A baseline of peak traffic flow is set at the lowest peak flow level 6.4%, using this the first and second thresholds can be created (as can be seen in the graph below), allowing for dimming point selection.

Plymouth base lines of traffic flow



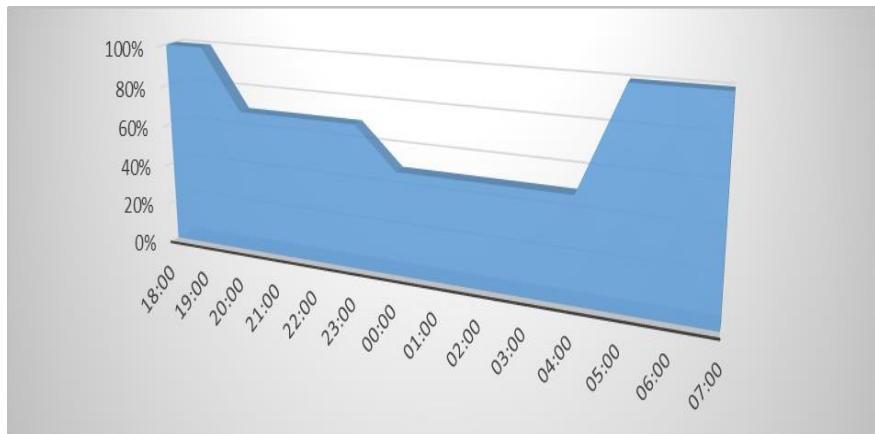
For the savings calculation found in Section 2 above, a three-step dimming profile was created. This profile broadly follows Plymouth’s primary ADT data and allows for slight movement in the predicted traffic peaks. This regime has been adopted on similar networks and comparable roads throughout the country.

The profile consists of the following stages:

- **Stage one** - 100% light output between 05:00 – 20:00 during the hours of darkness
- **Stage two** - Dim to 70% light output between 20:00 – 22:00
- **Stage three** - Dim to 50% light output between 22:00 – 05:00

Stage one: lights the road to the desired lighting class through times of peak traffic and pedestrian movement.

Stages two & three: drops the lighting level by one lighting class as the traffic flows recede, this is determined by traffic volumes and risk assessed to ensure compliance to the lighting standards found in BS5489.



Traffic Route Lighting Classes

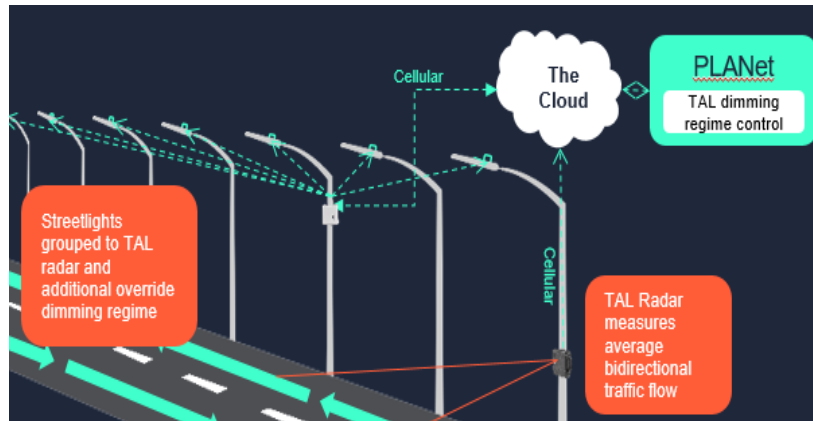
Traffic Lighting Class	cd - m2	U _o	U _l	TI	SR
M3 – Stage 1	1	0.4	0.6	15	0.5
M4 – Stage 2	0.75	0.4	0.6	15	0.5
M5 – Stage 3	5	0.4	0.4	15	0.5

Subsidiary Road Lighting Classes

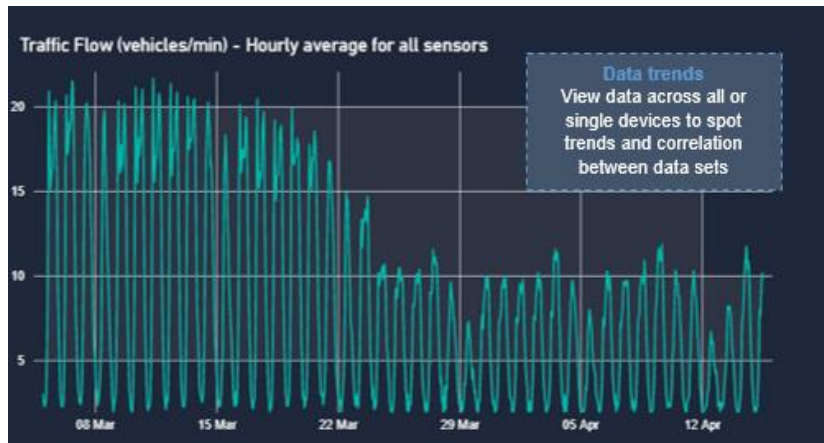
Subsidiary Lighting Class	EAV (Lux)	EMIN (Lux)
P3 – Stage 1	7.5	1.5
P4 – Stage 2	5	1
P5 – Stage 3	3	0.6

3.2. DYNAMIC DIMMING

Real time dynamic dimming could be used to further enhance the saving produced by the standard staged dimming. As demonstrated above, traffic flow is a key element of determining a lighting class and therefore the amount of light required. Traffic Counters monitoring live traffic flows allows the CMS to autonomously dim lighting on the road being monitored to the appropriate level to suit, meaning that energy savings are maximised, and the right amount of light is in the right place at the right time.



As can be seen in the traffic flow graphic, a dynamic system is able to react to changes as soon as they occur. This allows the system to react to real time situations. It also adds flexibility to creating a static regime as it can take advantage of real traffic patterns that can be dramatically different over weekend and holiday periods.



3.3. AREAS OF SPECIAL CONSIDERATION

Traffic calming / Conflict Areas

Where there are areas of traffic calming 'build outs' or traffic calming arrangements there is a requirement not to reduce the lighting levels below P4. In respect to Zebra Crossings, PCC follow a policy to offer 'Positive Lighting' at these positions and have their own lighting source at point (Limitation 1)

Accident data

A review of traffic accident data is being carried out and an accident cluster report has been generated by the Authorities Road Traffic Safety team. The report shows all the A, B and C classified roads plotted accidents during the hours of darkness where street lighting is present, this analysis may limit the opportunity to offer profiles at locations where high accident rates are identified (Limitation 2)

The report looks at statistics over a 5-year period. Roads with 1 or more fatal accidents are shown and we have now received a written report detailing reasons that the accidents occurred.

Crime data

Plymouth City Centre and Shopping Centres show the highest crime rates, and profiling regimes set in these areas will take into account this data, CCTV coverage and the pedestrian routes to car parks and main public transport terminals will also be reviewed. Consideration should also be given

to the lighting in areas that are open late at night such as pubs, clubs and restaurants etc. this is another limiting factor on chosen dimming regimes. Data will be further analysed with the assistance of the Community Connections Strategic Manager (David Ryland (Limitation 3))

4. BENEFITS

4.1. FUTURE PROOFED WITH CMS

The standard benefits of CMS (such as variable dimming, variable switching of burning hours, fault reporting and monitoring) are widely publicised, however it is the flexibility and, in our experience, reliability of the systems that has made CMS a key tool in managing the lighting asset.

When installed ongoing changes and adaptations to the lighting policy can be implemented at no further cost. For example, dimming and switching regimes can be implemented or altered post the initial installation of the system. This allows the user to adapt to ongoing challenges such as budgetary constraints and rising energy prices by remotely reprogramming the dimming and switching regimes of the lighting points, from a web-based portal.

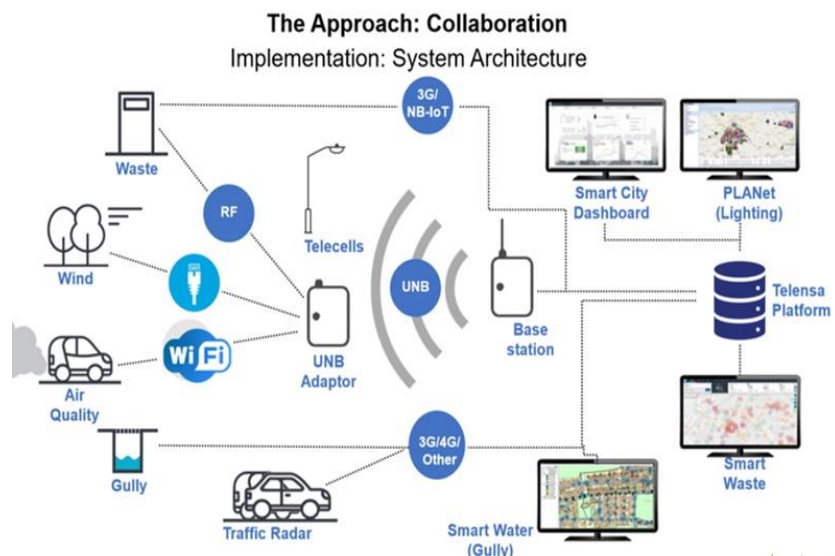
Whilst the dimming and switching changes should be undertaken via a documented, risk based process, and in line with the standards and industry guidance, the flexibility of the system provides protection from the unknown in that it can allow for emergencies, as the lights can remotely be turned back up to full output. Dimming trials can be implemented in an area, and if the results are not favourable, then the system can revert to normal operation with zero costs incurred from the trial.

4.2. CMS SENSOR INTERGRATION

Increasingly, Central Management Systems are being adapted to provide platforms for Smart City sensors and systems. In some cases, the existing CMS communications networks can be utilised to transmit small amounts of data, however with large amounts, CMS providers are supplying hubs that act as the infrastructure that will support applications benefiting the wider Highways service. Projects across the country are trialling various technologies including gully, wind speed and waste bin monitoring.

The street lighting asset is well placed to install robust air quality sensors, allowing Plymouth City to not only monitor air quality gaining valuable information, but also study the effects of traffic calming and mitigation measures, ensuring that any preventative actions can demonstrate tangible results. With the CMS backhaul capabilities in place, this would allow sensors to be easily deployed and moved to areas of most interest, some of the benefits of air quality sensors are:

- Enables cities to gather and share hyper-local air quality for the first time
- Cities can target areas where air quality matters: e.g. outside universities, schools, hospitals and at busy junctions
- Detailed enough to correlate with traffic data and health outcomes



- Highly valuable data for monetisation

Smart highways deployment



Street lighting



Traffic adaptive lighting



Waste



Air quality



Drainage

4.3. ENERGY AND ENVIRONMENT

The significant energy savings from a full CMS installation are listed above in Section 2 of this report, and it should be noted that energy consumption from lighting is a substantial part of an organisation's total energy liability. The energy used is obviously proportionate to Co2 emissions; a key target for reduction for us all.

The trimming of burning hours and dimming can provide significant savings in energy if adopted. When applied correctly and using a Central Management System, this will not have a detrimental impact on the safety of road users and pedestrians. The adoption of dimming regimes across the industry is now commonplace, and industry guidance (such as the ILP 'Guidance on the application of adaptive lighting within the public realm' (PLG 08)), underpins the acceptance that it forms an integral part of today's lighting strategy and promotes application of the correct criteria to ensure safety. The CMS can also adjust light levels as and when required to address the requirements of incidents, accidents and events.

A reduction in the light level of around 25% is not markedly visible to the eye as the uniformity of the lighting design is not affected, meaning that the identification of objects, shapes and characteristics of the highway are unimpeded. Additionally, the second phase of dimming would not drop the lighting levels below the permissible limits of BS 5489 (as highlighted in Section 3 above), providing the appropriate levels on the highway for traffic or pedestrian activity.

4.4. MAINTENANCE & NETWORK

The improved reliability of LED lanterns promotes a number of improvements and efficiencies for budgets, maintenance teams and road users alike. These include:

- **Reduced Maintenance costs:** With no lamps to cyclically change, the routine lamp change will not exist, and in addition to this direct savings, other routine maintenance activities (such as clean and electrical test) can be combined in one visit to introduce further efficiencies. Scouting at night for outages can also be replaced by the CMS identifying faults.
- **Traffic Management savings:** For the reduction in both routine and reactive maintenance activities, the subsequent requirement for Traffic Management will be proportionately reduced.
- **Less Network disruption:** The less activities taking place, and less TM on the network, means less disruption for road users.
- **Safety implications:** The reliability and clarity of the light reduces a number of risks associated with this area of the service. A reduction in visits means that we are sending people into the highway less, less exposure to working with electricity and at height, and less interaction with road users and pedestrians. Keeping light levels to the BS5489 will ensure that lighting is suitable for the volume of road users and pedestrians.
- **Perception of service:** Frustrations from interrupted journeys, and dark patches in the road, can have a negative impact on the user experience of the service. Less outages and disruption on the network, will assist in this respect and also enhance Key Performance Indicators.

4.5. SOCIAL

A well designed, modern lighting installation can do much to enhance the confidence in people when transiting the network at night. The colour rendering ability and clarity provided by LED's increase the ability of CCTV to record facial recognition and assist in reducing the fear of crime. The improved reliability of the assets can give surety to users when using public transport and contributing to the night-time economy, that there will not be dark spots and the overall feel would be one of security.

5. ASSUMPTIONS

There are a number of assumptions that have been made in order to produce the figures detailed in Section 2, these include but are not limited to:

- The projection does not include lamp types that are indicative of sign lights or subway fittings
- Standard burning hours for the South Western area have been used
- The existing Switching Regime has been taken as 35/18 Lux
- The starting energy price used for the models was 16p per kilowatt hour now running at 31p per kilowatt hour
- The energy projection is based upon 3% increase per annum
- Inflation has been based at 3% per annum
- All savings would start once the installation is completed; part year savings are dependent upon timely submissions of changes to the energy supplier.

The Request

This business case requests to add £2.500M to the Capital Highways Programme over the next five years, utilising existing Challenge Funding of £1.500M and £1.000M Service Borrowing

Summary

Overall this business case outlines the advantages for the council to invest in its local infrastructure and ensure that the council's objective of being a welcoming city is realised. There are several benefits that this capital bid would bring to the city of Plymouth which include:

- Providing a safer and sustainable highway network
- Reducing the rate of failure for critical assets and improve its resilience
- Improve public perception and satisfaction with the highway network
- Reduce the burden on the revenue budget
- Get better value for money
- Better collaboration with supply chain
- Supporting Climate Agenda

If the council were to decide not to proceed with this proposal there would be several risks that would need to be closely managed and maintained. These include:

- Revenue allocation insufficient to cover energy costs
- Opportunity to substantially reduce CO² emissions missed
- Links to 'SMART CITY' advantage not maximised (Clean Air, Road Sensors, Traffic Counts etc.)
- Traffic & Crime reduction opportunity

Why is this your preferred option: (Provide a brief explanation why this option is preferred) and (Explain why this is a good capital investment and how this would be an advantage for the Council) and (explain how the preferred option is the right balance between the risks and benefits identified below).

Preferred Option

This preferred option looks to install a city wide CMS arrangement, offering a cost effective, proven system to control, limit and maximise efficiency of the street lighting installation

Benefit

The benefits of this business case have been developed using the PESTLE Analysis which is summarised below:

Political Benefits:

The proposed business also supports the following council objectives:

An efficient transport networks

A green, sustainable city that cares about the environment

People feel safe in Plymouth

A welcoming city

Economic Benefits:

The capital investment put forward in this business case utilises asset management principles which seeks to optimise the process of measurement and control of the street lighting installation over their whole design life. This ensures capital investment can be targeted on value for money long-term planned activities that prevent expensive unnecessary levels of light on empty and light traffic counted highways, alleviating the pressure on revenue budgets. This approach not only maximises value for money but also manages risks maintaining a safe, secure and accessible highway network for our all customers.

Social Benefits:

This business case considers the social need of the city, by focusing on maintaining the lighting installation (those most critical for social needs) in a steady state condition and managing the MRN, Resilient Network and Residential Areas.

Technological Benefits:

The modelling used for the business case has utilised the councils Highways Asset Management system so that the information used is data-driven and can be robustly defended. Links to Smart City, 5G, Open Protocol, Data Capture and resilience are embedded in the forward planning and adoption of such technology

Legal Benefits:

By undertaking the capital work highlighted within this business case Plymouth City Council are continuing their statutory duty to maintain the highway whilst making use of proven technology to ensure the engineered solution is correctly offered. This business case also considers the Highways Code of Practice which advises a risk-based approach.

Environmental Benefits:

Plymouth City Council have currently declared a Climate Emergency and have made a pledge to become carbon neutral by 2030. Investing capital funding into the highway networks using a long-term programme will support this agenda by:

Ensuring future proofing activities are co-ordinated, resulting in less disruption on the network with associated extra journey times and emissions, is minimised

The opportunity of major CO² reduction activities are taken

The asset management approach will actively consider those highways that are susceptible to climate change; this will be reflected in the maintenance regimes adopted for such highways.

Option Analysis: (Provide an analysis of 'other' options which were considered and discounted, the options considered must be a 'do Nothing' and 'do minimum' and 'viable alternative' options. A SWOT – Strength, Benefit, Opportunity, Threat analysis could be attached as an appendix). Copy and paste table if you need options 4,5 and 6.			
Criteria	Option 1	Option 2	
Proposed Solution:	No further capital investment to secure CMS	City Wide CMS Installation	
List Benefits:	None	<p>Significant benefits arise including a decrease in carbon emissions and lower electricity consumption. These have been quantified above.</p> <p>Light pollution and central overhead savings are detailed</p> <p>Other qualitative benefits are broadly positive. Vehicle and pedestrian safety are assessed as having a positive impact, Dark Sky Association (IDA) – reduction of light pollution</p> <p>Provides higher protection to the Council against future energy cost rises</p>	
List Risk / Issues:	<p>Public Service 'buy in' political resistance to change of lighting policy</p> <p>Attempted litigation – seek secure review of PCC Lighting Policy</p> <p>Energy supplier changes charging mechanism</p> <p>Revenue allocation not sufficient to cover energy commitments</p>		
Cost:	£0	£2.500M	
Why did you discount this option	No future proof strategy, Long term impact on revenue, CO ² emissions unacceptable		

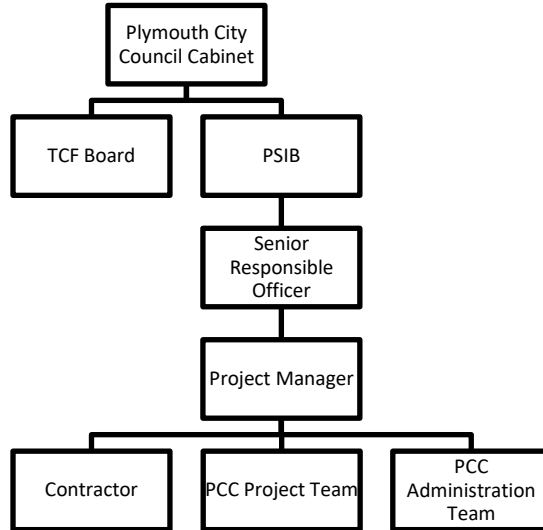
Strategic Case:	
Which Corporate Plan priorities does this project deliver?	an efficient transport network
	focus on prevention and early intervention
	a welcoming city
Explain how the project delivers or supports delivery of Joint Local Plan/Plymouth Plan Policies (include policy references)	<p>An Efficient Transport Network: By investing capital funding into the highway network, we are adding value to the network and improving its condition overall. In doing this we will be providing a safer, more robust and resilient highway network to support efficient travel across the city.</p>
	<p>Focus on Prevention and Early Intervention: The asset management approach that has been used to build this business case utilises the components of prevention and early intervention to apply best value for money treatments to the models.</p>
	<p>A Welcoming City: The highway network is used on a daily basis by all residents and those visiting the city. By adding value into the network through capital schemes the aesthetic of the city is improved and offers a more welcoming atmosphere.</p>
	<p>This project also supports the following policies in the Joint local Plan:</p>
	<p>SO12 - Delivering infrastructure and investment by allowing for a longer term data led programme of infrastructure investment</p> <p>SPT9 - Strategic principles for transport planning and strategy by supporting the existing transport network to support the move to genuine alternative ways to travel.</p>

Project Scope: *(To avoid scope creep and cost escalation it is important to have an agreed scope of what the project will and will not deliver. List below what is included and not included in the project 'budget'. Projects should be delivered within scope and budget, but should project change happen then the business case requires revisiting, updating and re-approval)*

In Scope	Out of Scope
Maintenance of Highway Assets	Creation of New Highway Assets

Project Governance: *How the project delivery is structured (amend inserted chart as appropriate)*
High Risk Projects will require a Project Board Chaired by Portfolio Holder

Low Risk Projects will require a structured Project Team reporting to Portfolio Holder



Milestones and Date:

Contract Award Date	Start On Site Date	Completion Date
1/2023	3/2023	1/12/2024

Who are the key customers and Stakeholders	Electorate Council	Which Partners are you working with	TBC
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SECTION 2: PROJECT RISK, OUTCOMES AND BENEFITS

Risk Register: *The Risk Register/Risk Log is a master document created during the early stages of a project. It includes information about each identified risk, level of risk, who owns it and what measures are in place to mitigate the risk).* **The Risk Register/Log must accompany the business case.**

Have you completed a Risk Register / Risk Log If so, include as Appendix I	No Not Included
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Outcomes and Benefits: List the outcomes and benefits expected from this project.
*(An **outcome** is the result of the change derived from using the project's deliverables. This section should describe the anticipated outcome)
 (A **benefit** is the measurable improvement resulting from an outcome that is perceived as an advantage. Benefits are the expected value to be delivered by the project, measurable whenever possible)*

Financial outcomes and benefits:	Non-financial outcomes and benefits:
Reduced risk from insurance cases due to targeted approach on critical assets. Reduced impact on long term financial requirement due to timely investment. Avoidance of costly critical asset failure and associated economic disruption	Enhanced public safety Improved critical transport infrastructure Greater resilience in highways assets Supporting sustainable transport Supporting Environmental aims such as assisting with the climate emergency

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SECTION 3: CONSULTATION

Does this business case need to go to CMT	Yes	Date business case approved by CMT <i>(if required)</i>	
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Have you engaged with Planning Department.		No
If so, summarise the planning requirements. <i>(If PP is required ensure you engage with planning prior to seeking approval of this Business Case)</i>		
Is the budget cost reflective of planning requirements		
Who is the Planning Officer you consulted with.		
Planning Consent Date	N/A	

Have you engaged with Building Control. <i>(If no, please state the reason)</i>		No Not Applicable
Is the Building Control pre-application registered		
What is the pre-application number		
Is this classed as a HRRB building	No	
Is this building classed as 'high risk'	No	
Who is the Building Control Case Officer	Select Case Officer Name	

Low Carbon

What is the anticipated impact of the proposal on carbon emission	This project will support the transition and uptake of more sustainable forms of transport such as public transport, walking and cycling by maximising lit environment. Also resultant Carbon Emission reduction is mapped in excess of 538 Tonnes per annum
How does it contribute to the Council Carbon neutral by 2030.	Opportunity to reengineer existing asset layout to reduce energy consumption and CO2 emissions.

Have you engaged with Procurement Service.		Yes
Procurement route options considered for goods, services or works.	Sign Off Code – HG/PS/662/ED/122 In line with the Council's Contracts Standing Orders and Public Contracts Regulations 2015 the following procurement route to the market options will be considered:	

	<p>1. Run an independent procurement process subject to the Public Contract Regulations</p> <p>A Goods and Services contract of this category and value would require full compliance with the Regulations. Given the standard nature of the requirement an Open (single stage) or Restricted (two stage) procedure would be undertaken as below:</p> <ul style="list-style-type: none"> • Open procedure- single stage procurement combining suitability assessment and award criteria into one evaluation. Nationally advertised and open to any supplier who wishes to submit a tender. Used for procurements where the requirement can be clearly defined and the market is limited. No negotiation permitted. • Restricted procedure- two stage procurement where suppliers are initially assessed on their suitability and only shortlisted suppliers are subsequently invited to submit tenders. First stage is nationally advertised and open to any supplier who wishes to submit a selection questionnaire. Used for procurements where the requirement can be clearly defined but the market is saturated. No negotiation permitted <p>Whether running an independent process represents best value for money for the Council will be assessed as part of the pre-publication gateway stage.</p> <p>2. Run a procurement process through a framework</p> <p>Frameworks are pre-established agreements which enable contracting authorities to procure from lists of pre-approved suppliers, with agreed terms and conditions. Every framework is different and the rules of each must be followed in order to compliantly award a contract. Frameworks suitable for this requirement will need to be identified and the extent to which they represent best value for money for the Council will be assessed as part of the pre-publication gateway stage.</p> <p>3. Utilise an existing agreement</p> <p>There may be agreements which the Council already has in place that can be used to procure the requirement. For example the Council has a Highways Term Maintenance Contract with South West Highways which was extended to include the installation and maintenance of street lighting in 2018. Whether utilising an existing agreement such as the Highways Term Maintenance Contract is legal and the extent to which it represent best value for money for the Council will be assessed as part of the pre-publication gateway stage.</p>
<p>Procurements Recommended route.</p>	<p>Following approval of the business case the department in collaboration with the relevant Procurement team(s) will assess which legally compliant route to market represents best value for money for the Council.</p> <p>This recommendation including evidence of the aforementioned options assessment will be captured in the pre-publication gateway document and approved in accordance with the authority as set out in section 4 of the executive decision</p>
<p>Who is your Procurement Lead.</p>	<p>Holly Golden</p>

Which Members have you engaged with and how have they been consulted <i>(including the Leader, Portfolio Holders and Ward Members)</i>	CLLR JONATHAN DREAN (PH) CLLR MARK COKER (SHADOW PH)
--	---

Confirm you have taken necessary Legal advice, is this proposal State Aid compliant, if yes please explain why.	YES – SIGN OFF CODE EJ/38851/6..12.22(2)
Who is your Legal advisor you have consulted with.	EMMA JACKMAN

Equalities Impact Assessment completed <i>(This is a working document which should inform the project throughout its development. The final version will need to be submitted with your Executive Decision)</i>	Yes
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SECTION 4: FINANCIAL ASSESSMENT

FINANCIAL ASSESSMENT

In this section the robustness of the proposals should be set out in financial terms.

Sign Off Code PL22.23.326 – Ruth Didymus

The Project Manager will need to work closely with the capital and revenue finance teams to ensure that these sections demonstrate the affordability of the proposals to the Council as a whole.

CAPITAL COSTS AND FINANCING

Breakdown of project costs including fees surveys and contingency	Prev. Yr.	19/20	20/21	21/22	22/23	23/24	Future Yrs.	Total
	£m	£m	£m	£m	£m	£m	£m	£m
Procurement of system	-	-	-	-	0.500	1.000	-	1.500
Roll out of SMART Platform	-	-	-	-	0.225	0.675	-	0.900
Officer Design Time	-	-	-	-	0.025	0.075	-	0.100
Total capital spend	-	-	-	-	0.750	1.750	-	2.500

Provide details of proposed funding: *Funding to match with Project Value*

Breakdown of proposed funding	Prev. Yr.	19/20	20/21	21/22	22/23	23/24	Future Yrs.	Total
	£m	£m	£m	£m	£m	£m	£m	£m
DfT Challenge Fund (already in the approved Capital Programme)	-	-	-	-	0.750	0.750	-	1.500

Service Borrowing	-	-	-	-	-	1.000	-	1.000
Total funding	-	-	-	-	0.750	1.750		2.500

S106 or CIL (Provide Planning App or site numbers)	
Which alternative external funding sources been explored (Provide evidence)	Dft Incentive fund (already received uncommitted in the Capital Programme) (£1.5M) Delivery interdependent of the deteriorated column project (8559/1900) as this could supports installation costs, this however would defer saving realisation
Are there any bidding constraints and/or any restrictions or conditions attached to your funding	N/A
Tax and VAT implications	The provision of street lighting is a statutory, non-business activity of the Council. The VAT incurred on costs relating to this project will be fully recoverable, therefore, and there will be no adverse impact on the Council's partial exemption position.
Tax and VAT reviewed by	Sarah Scott
Will this project deliver capital receipts? (If so please provide details)	N/A
Schemes in excess of £0.5m should be supported by a Cost Benefit Analysis. Calculations undertaken should be attached as an appendix to support financial implications shown below. Please contact your revenue accountant for assistance with this section.	
Is the capital ask greater than £0.5m	Y
If the answer is yes, have you attached the Cost Benefit Analysis	N

REVENUE COSTS AND IMPLICATIONS

Cost of Developing the Capital Project (To be incurred at risk to Service area)

Total Cost of developing the project	£0
Revenue cost code for the development costs	-
Revenue costs incurred for developing the project are to be included in the capital total, some of the expenditure could be capitalised if it meets the criteria	N
Budget Managers Name	Philip Bellamy

Ongoing Revenue Implications for Service Area							
	Prev. Yr.	22/23 £m	23/24 £m	24/25 £m	25/26 £m	26/27 £m	Future yearly
Service area revenue cost							
Loan repayment (<i>terms agreed with Treasury Management</i>)	-	-	-	0.130	0.130	0.130	0.910
Maintenance Costs	-	-	-	0.020	0.020	0.020	0.140
Total Revenue Cost (A)	-	-	-	0.150	0.150	0.150	1.050
Service area revenue benefits/savings							
Energy Consumption	-	-	(0.229)	(0.563)	(0.563)	(0.563)	(3.941)
Maintenance	-	-	-	(0.010)	(0.010)	(0.010)	(0.070)
Total Revenue Savings (B)	-	-	(0.229)	(0.573)	(0.573)	(0.573)	(4.011)
Service area net (benefit) cost (B-A)	-	-	(0.229)	(0.423)	(0.423)	(0.423)	(2.961)
Has the revenue cost been budgeted for or would this make a revenue pressure	This has been reported to cabinet 10/11/22 as reduced street lighting costs by investing in a new computer management system that helps reduce energy costs						
Which cost centre would the revenue pressure be shown	6123		Has this been reviewed by the budget manager			Yes	
Name of budget manager	Philip Bellamy						
Loan value	£1.000M	Interest Rate	5.00%	Term Years	10	Annual Repayment	£129,505
Revenue code for annual repayments	6123						
Service area or corporate borrowing	Service borrowing						
Revenue implications reviewed by							

SECTION 5: Monitoring Performance and Post Project Review

To conclude, the purpose of a business case is to outline the business rationale for undertaking a project and to provide a means to continually assess and evaluate project progress throughout delivery. It is the responsibility of the project manager to ensure the project remains on time and within budget during delivery and to monitor the project throughout and provide a Post Project Review on completion.

Investment Team Monitoring:

The Investment Team are required to report on completed projects and what they have achieved. To do this information will need to be captured during delivery and on completion of the project from your Post Project Review including:

- Did the project deliver the intended outcomes and benefits as stated in the business case.
- Which company was the contract awarded, is this a local company.
- How many jobs did this project provide.
- How much income from Council Tax and NHB will be collected.
- How has the carbon omissions been mitigated and how much did this cost
- Was the project delivered on time and on budget (including contingency)

Finance Monitoring :

It is essential for Capital Finance Team to monitor the financial element of projects during delivery for reporting purposes. Monthly spend profiles against budget, matching with finance profiles will be collected monthly during delivery and on completion of the project.

Version Control: (The version control table must be updated and signed off each time a change is made to the document to provide an audit trail for the revision and update of draft and final versions)

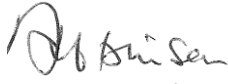
Author of Business Case	Date	Document Version	Reviewed By	Date
Philip Bellamy	16/02/2020	v 1.0		
Philip Bellamy	22/12/2020	v 2.0		
Philip Bellamy	29/9/2021	v 3.0		
Philip Bellamy	01/11/2022	v 4.0	Ruth Didymus	23/11/2022

**SECTION 6
: RECOMMENDATION AND ENDORSEMENT**

Recommended Decision

It is recommended that the Leader of the Council:

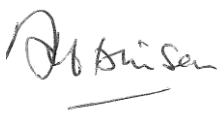
- To approve the Business Case, for the procurement and installation of a Central Management System to enable the Council to deliver a variable profiling lighting strategy across the city.
- Allocate £1.000m for the project into the Capital Programme funded by Service Borrowing
- Approve the commencement of a procurement process for a Central Management System.
- Delegate to the Service Director for Street Services the authority to:
 - i. approve the final procurement route where it is not already delegated in the scheme of delegation; and
 - ii. award the resulting contract where they would not already have authority to award it within the scheme of delegation.

Councillor Richard Bingley		[Name, department]	
Either email dated:	<i>date</i>	Either email dated:	<i>date</i>
Or signed: 		Signed:	
Date: 08/02/2023		Date:	
		Service Director	
		<i>Philip Robinson, Service Director – Street Services</i>	
		Either email dated:	<i>date</i>
			
		Signed:	
		Date: 3.2.23	

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EQUALITY IMPACT ASSESSMENT – [CMS]

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): This is the person completing the EIA template.	Philip Bellamy	Department and service:	Highways	Date of assessment:	30/1/23
Lead Officer: Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Philip Robinson	Signature:		Approval date:	30/01/23
Overview:	Installation of Centralised Management System and staged control of Street Lighting Installation across the City of Plymouth				
Decision required:	Approval of the procurement and installation of hardware, programming of profile and Risk mitigate measures as outlined in main CMS Business Case				

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	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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
	All data is from the 2011 Census except for age and sex which has been			

	updated with 2021 data. Data will be updated with the 2021 Census data as it becomes available.			
Age	<p>Plymouth</p> <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. <p>South West</p> <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>	Any impact from street lights being profiled will have consideration to and in respect to age, mobility or where personal safety is an issue.	<p>No Street lights will be turned off at night</p> <p>“Areas outside of sheltered housing, other residences accommodating vulnerable people, formal pedestrian crossing, Night Venues, subways and enclosed footpaths and alleyways where one end links to a road that is lit all night, or areas with a 24 hour operational emergency service such as hospitals and nursing homes” are considered within the constraints outlined within BS5489 and will be considered individually on a risk based approach.</p> <p>Reactive and ‘on-demand’ changes can be made by engineer (emerging issues and/or Emergency Services request)</p>	Prior to mobilisation and ongoing - ‘dynamic re-assessment’ consultation with Emergency Services, Public Protection, Night Time Economies and Lighting Engineer
Disability	10 per cent of our population have their day-to-day activities limited a lot by a long-	Any impact from street lights being profiled at night will be in respect to mobility or	<p>No Street lights will be turned off at night</p> <p>“Areas outside of sheltered housing,</p>	Prior to mobilisation and ongoing - ‘dynamic re-assessment’ consultation with

	term health problem or disability (2011 Census).	where personal safety is an issue.	<p>other residences accommodating vulnerable people, formal pedestrian crossing, Night Venues, subways and enclosed footpaths and alleyways where one end links to a road that is lit all night, or areas with a 24 hour operational emergency service such as hospitals and nursing homes” are considered within the constraints outlined within BS5489 and will be considered individually on a risk based approach.</p> <p>Reactive and ‘on-demand’ changes can be made by engineer (emerging issues and/or Emergency Services request)</p>	Emergency Services, Public Protection, Night Time Economies and Lighting Engineer
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>	<p>There maybe locations or areas not currently identified where street lighting will be profiled, which may then impact on All Protected Characteristics. Any impact from street lights being profiled late at night will be in respect to mobility or personal safety.</p>	<p>Any locations or areas identified during the consultation which aren’t currently on the list of places where street lights are kept on @100% (see ‘Areas where street lights have not been profiled) or will have an impact through dimming, will need to be reviewed</p> <p>Reactive and ‘on-demand’ changes can be made by engineer (emerging issues and/or Emergency Services request)</p>	<p>Prior to mobilisation and ongoing - ‘dynamic re-assessment’ consultation with Emergency Services, Public Protection, Night Time Economies and Lighting Engineer</p>

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 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>	None	None	N/A
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>	<p>There maybe locations or areas not currently identified where street lighting are profiled, which may then impact on All Protected Characteristics. Any impact from street lights profiled at night will be in respect to mobility or personal safety.</p>	<p>Any locations or areas identified during the consultation which aren't currently on the list of places where street lights are kept on @100% (see 'Areas where street lights have not been profiled) or will have an impact through profiling, will need to be reviewed</p>	<p>Prior to mobilisation and ongoing - 'dynamic re-assessment' consultation with Emergency Services, Public Protection, Night Time Economies and Lighting Engineer</p>
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>	<p>There maybe locations or areas not currently identified where street lighting will be profiled, which may then impact on All Protected Characteristics. Any impact from street lights being profiled at night will be in respect to mobility or personal safety.</p>	<p>Any locations or areas identified during the consultation which aren't currently on the list of places where street lights are kept on @100% (see 'Areas where street lights have not been profiled) or will have an impact through dimming, will need to be reviewed</p>	<p>Prior to mobilisation and ongoing - 'dynamic re-assessment' consultation with Emergency Services, Public Protection, Night Time Economies and Lighting Engineer</p>

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, Jewish or Sikh combined totalled less than 1 per cent (2011 Census).</p>	Yes. Those who use places of worship late at night where personal safety is an issue	Yes. Further information is required on whether or not 'Religion or belief' is seen as a Protected Characteristic that will be impacted upon disproportionality should street lights be profiled at places of worship late at night.	Prior to mobilisation and ongoing - 'dynamic re-assessment' consultation with Emergency Services, Public Protection, Night Time Economies and Lighting Engineer
Sex	51 per cent of our population are women and 49 per cent are men (2021 Census).	No	No	N/A
Sexual orientation	There is no precise local data on sexual orientation in Plymouth (awaiting 2021 Census data).	There maybe locations or areas not currently identified where street lighting will be profiled, which may then impact on All Protected Characteristics. Any impact from street lights being profiled late at night will be in respect to mobility or personal safety.	Any locations or areas identified during the consultation which aren't currently on the list of places where street lights are kept on @100% (see 'Areas where street lights have not been profiled) or will have an impact through profiling, will need to be reviewed	Prior to mobilisation and ongoing - 'dynamic re-assessment' consultation with Emergency Services, Public Protection, Night Time Economies and Lighting Engineer

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	Yes. Those who use outside places late at night where personal safety is an issue	Reactive and 'on-demand' changes can be made by engineer (emerging issues and/or Emergency Services request)	Prior to mobilisation and ongoing - 'dynamic re-assessment' consultation with Emergency Services, Public Protection, Night Time Economies and Lighting Engineer

SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
Celebrate diversity and ensure that Plymouth is a welcoming city.	There maybe locations or areas not currently identified where street lighting will be profiled, which may then impact on All Protected Characteristics. Any impact from street lights being profiled late at night will be in respect to mobility or personal safety.	Any locations or areas identified during the consultation which aren't currently on the list of places where street lights are kept on @100% (see 'Areas where street lights have not been profiled) or will have an impact through profiling, will need to be reviewed Reactive and 'on-demand' changes can be made by engineer (emerging issues and/or Emergency Services request)	Prior to mobilisation and ongoing - 'dynamic re-assessment' consultation with Emergency Services, Public Protection, Night Time Economies and Lighting Engineer
Pay equality for women, and staff with disabilities in our workforce.	No	No	N/A
Supporting our workforce through the implementation of Our People Strategy 2020 – 2024	No	No	N/A
Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.	There maybe locations or areas not currently identified where street lighting will be profiled, which may then impact on All Protected Characteristics. Any impact from street lights being profiled late at night will be in respect to mobility or personal safety.	Any locations or areas identified during the consultation which aren't currently on the list of places where street lights are kept on @100% (see 'Areas where street lights have not been profiled) or will have an impact through profiling, will need to be reviewed Reactive and 'on-demand' changes can be made by engineer (emerging issues and/or Emergency Services request)	Prior to mobilisation and ongoing - 'dynamic re-assessment' consultation with Emergency Services, Public Protection, Night Time Economies and Lighting Engineer

<p>Plymouth is a city where people from different backgrounds get along well.</p>	<p>There maybe locations or areas not currently identified where street lighting will be profiled, which may then impact on All Protected Characteristics. Any impact from street lights being profiled late at night will be in respect to mobility or personal safety.</p>	<p>Any locations or areas identified during the consultation which aren't currently on the list of places where street lights are kept on @100% (see 'Areas where street lights have not been profiled) or will have an impact through dimming, will need to be reviewed</p> <p>Reactive and 'on-demand' changes can be made by engineer (emerging issues and/or Emergency Services request)</p>	<p>Prior to mobilisation and ongoing - 'dynamic re-assessment' consultation with Emergency Services, Public Protection, Night Time Economies and Lighting Engineer</p>
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EXECUTIVE DECISION

made by a Cabinet Member



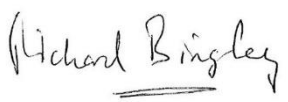
REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – L23 22/23

Decision	
1	Title of decision: DELL Children's Centre – Asbestos Strip Out
2	Decision maker (Cabinet member name and portfolio title): Councillor Richard Bingley, Leader of the Council
3	Report author and contact details: Dan Williams – Facilities Management Operations Manager 01752 308841 Daniel.Williams@plymouth.gov.uk
4	Decision to be taken: <ul style="list-style-type: none"> • Approves the Business Case option 2 Undertake repairs and strip asbestos material. • Allocates £561,000 into the Capital Programme • Delegates the award of the contract to Service Director for HROD against existing Term contracts where they would not already have authority to award it within the scheme of delegation.
5	Reasons for decision: This business case for £561,000 seeks to make good all issues with the roof and asbestos material. Returning the building to tenants post completion. Rental income for the property is £7,500 p.a however this could be reviewed if Tops Day Nursery took a lease for the whole building. This option also reduces legal challenge against the council.
6	Alternative options considered and rejected: OPTION 1: DO NOTHING This leaves all services at significant risk, with asbestos likely to deteriorate significantly. OPTION 3: VACATE AND DEMOLISH Option three seeks to completely vacate the building, demolish it and hand the remaining land to housing. Presently there are no alternative locations for at least one of the tenants to deliver services from, therefore the lease with the council stills stands.
7	Financial implications and risks: £561,000 from the committed priority pipeline for improvements to the Corporate Estate which was established as part of approving the 2022/23 Revenue Budget.

	Increased financial risk as the material deteriorates.			
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.
	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:	Caring Plymouth – Providing save nursery places for children in the Efford and surround areas.		
10	Please specify any direct environmental implications of the decision (carbon impact)	Works will discharge a small amount of carbon in use of machinery etc, however improved roof condition will improve the overall heat retention within the building reducing gas usage.		
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 (democraticsupport@plymouth.gov.uk) 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		(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Charlotte Carlyle, Cabinet Member for Education, Skills and Children and Young People		
13c	Date Cabinet member consulted	09 January 2023		
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	<input checked="" type="checkbox"/>	
15	Which Corporate Management Team member has been consulted?	Name	Andy Ralphs	
		Job title	Strategic Director Customer and Corporate	
		Date consulted	11 January 2023	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS102 22/23	
		Finance (mandatory)	pl.22.23.267	
		Legal (mandatory)	MS/ 00001076/07.02.23	
		Human Resources (if applicable)		
		Corporate property (if applicable)	Authors	
		Procurement (if applicable)		
Appendices				
17	Ref.	Title of appendix		
	A	Business Case for publication Part I		
	B	Equalities Impact Assessment		
Confidential/exempt information				
18a	Do you need to include any confidential/exempt information?	Yes	<input checked="" type="checkbox"/>	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for

		No	publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)					
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title: DELL Business Case (Part II)					X		
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act (2010) and those who do not. For further details please see the EIA attached.							
Signature				Date of decision		8 February 2023		
Print Name	Councillor Richard Bingley, Leader of Plymouth City Council							

DELL CHILDREN'S CENTRE

Asbestos



BACKGROUND

DELL Childrens Centre, 375 Blandford Road, Efford, PL3 6JD currently houses Barnardos Children's Centre, University Hospital Plymouth midwifery service and Tops Day Nursery. Constructed in 1949 many of the building materials, including the asbestos, are past their expected life.

CURRENT ISSUE

During Barnardos regular asbestos inspection, in July, their surveyor identified the known asbestos encapsulate had split due to water damage from the leaking roof. Following further inspections and water ingress the Nursery, Children's Centre and Midwifery service vacated the building and are temporarily located in other facilities.

Immediate roof repairs have been undertaken to prevent further water ingress, this has in turn resulted in some asbestos material becoming displaced.

DISPLACEMENTS

The building has predominantly been vacant since October 2022 following further water ingress to the building presenting a further risk of asbestos disturbance. Both services have been displaced and are currently operating in temporary accommodation – Barnardos are delivering services from Efford Youth & Community Centre and Tops Day Nurseries operating from their alternative locations, predominantly in Stonehouse. The Stonehouse placement is not ideal for families living in the Efford area which strengthens the business case for repairs to be undertaken.

OPTIONS

1. OPTION 1: DO NOTHING

This leaves all services at significant risk, with asbestos likely to deteriorate significantly.

2. OPTION 2: UNDERTAKE REPAIRS AND STRIP ASBESTOS (RECOMMENDED)

This business case for £561,000 seeks to make good all issues with the roof and asbestos material. Returning the building to tenants post completion. Rental income for the property is £7,500 p.a however this could be reviewed if Tops Day Nursery took a lease for the whole building. This option also reduces legal challenge against the council.

3. OPTION 3: VACATE AND DEMOLISH

Option three seeks to completely vacate the building, demolish it and hand the remaining land to housing. Presently there are no alternative locations for at least one of the tenants to deliver services from, therefore the lease with the council stills stands.

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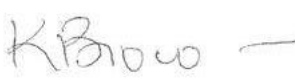
The following relates to exempt or confidential matters (Para(s) 3 of Part 1, Schedule 12A of the Local Govt Act 1972). Any breach of confidentiality could prejudice the Council/person/body concerned & might amount to a breach of the councillors /employees codes of conduct.

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EQUALITY IMPACT ASSESSMENT – DELL CHILDREN'S CENTRE ASBESTOS REMOVAL

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): This is the person completing the EIA template.	Dan Williams Daniel.Williams@plymouth.gov.uk	Department and service:	HROD – Facilities Management	Date of assessment:	02/02/2023
Lead Officer: Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Kim Brown Kim.Brown@plymouth.gov.uk	Signature:		Approval date:	03/02/2023
Overview:	<p>DELL Childrens Centre, 375 Blandford Road, Efford, PL3 6JD currently houses Barnardos Children's Centre, University Hospital Plymouth midwifery service and Tops Day Nursery. Each service leases directly from PCC, bar Barnardos where the lease agreement is still outstanding. The building runs at a surplus of circa £5,000 however this figure is unreliable over the last two financial years. Constructed in 1949 the building is around 73 years old, however it is in reasonable condition.</p> <p>During Barnardos regular asbestos inspection, in July, their surveyor identified the known asbestos encapsulate had split due to water damage from the leaking roof. Following further inspections and surveys the building was vacated and the building and services are temporarily located in other facilities.</p> <p>Both the roof and the asbestos is in poor condition which requires the asbestos to be stripped out and made good in order to allow full scale roof repair works to take place. Immediate fixes have been made to the roof where access was available.</p> <p>This business case for £561,000 seeks to make good all issues with the roof and asbestos material. Returning the building to tenants post completion. Rental income for the property is £7,500 p.a however this could be reviewed if Tops Day Nursery took a lease for the whole building. This option also reduces legal challenge against the council.</p>				
Decision required:	<ul style="list-style-type: none"> • Approves the Business Case option 2 Undertake repairs and strip asbestos material. • Allocates £561,000 from the Capital Programme • Delegates the award of the contract to Service Director for HROD against existing Term contracts 				

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		No	X
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	X
If you do not agree that a full equality impact assessment is required, please set out your justification for why not.	Works to repair DELL Children's Centre will provide a safe space for nursery services to continue thus ensuring the provision is available for residents of the effort and surround areas. By undertaking the works, as oppose to closing and demolishing, there is no negative impact on equality in the area.			

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	<p>Plymouth</p> <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. 			

	<p>South West</p> <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>			
Disability	<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>			
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>			
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>			

	<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>			
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>			
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</p>			

	per cent while Hindu, Buddhist, 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).			
Sexual orientation	There is no precise local data on sexual orientation in Plymouth (awaiting 2021 Census data).			

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department

SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
Celebrate diversity and ensure that Plymouth is a welcoming city.			
Pay equality for women, and staff with disabilities in our workforce.			
Supporting our workforce through the implementation of Our People Strategy 2020 – 2024			
Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.			

Plymouth is a city where people from different backgrounds get along well.

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EXECUTIVE DECISION

made by a Council Officer




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

Executive Decision Reference Number – COD38 22/23

Decision	
1	Title of decision: Woolwell to The George Transport Scheme: Phase 1, 2 and 3 Project Orders
2	Decision maker: Paul Barnard, Service Director for Strategic Planning and Infrastructure
3	Report author and contact details: Leana Hannon, Transport Planning Officer - leana.hannon@plymouth.gov.uk
4a	Decision to be taken: To approve Project Orders with Balfour Beatty in order to progress pre-construction activities on Phases 1, 2 and 3 of the Woolwell to The George Transport Scheme.
4b	Reference number of original executive decision or date of original committee meeting where delegation was made: Cabinet, 09 November 2021 - Minute 201
5	Reasons for decision: The Woolwell to The George Transport Scheme is being delivered through the Scape Procure Civil Engineering & Infrastructure Framework. Project Orders are required to progress Phases 1, 2 and 3 of the Woolwell to The George Transport Scheme through this mechanism and raise orders for the pre-construction charge.
6	Alternative options considered and rejected: Alternative option: Do not approve project orders. This has been rejected as the project order is a necessary gateway set out in the Scape procurement framework. Project orders are required to enable pre-construction activities including detailed design to commence or continue. The pre-construction contract awards will be approved through separate delegated decisions. After completion of a procurement review in conjunction with the procurement team, the recommended delivery of the design is through the Scape Framework as it represented best value for money.
7	Financial implications and risks: The cost of the project orders is as follows: Phase 1 £92,866.01 Phase 2 £289,852 Phase 3 £324,979.96 These costs have been accounted for within the approved capital project budget. External Transforming Cities (TCF) and Levelling Up (LUF) funding has been secured to deliver this scheme, and failure to deliver within the defined timescales would result in loss of funding and reputational damage to PCC with the Department for Transport.

8	<p>Is the decision a Key Decision? (please contact Democratic Support for further advice)</p>	Yes	No	<p>Per the Constitution, a key decision is one which:</p> <p>X</p> <p>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</p> <p>X</p> <p>in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million</p> <p>X</p> <p>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.</p>
8b	<p>If yes, date of publication of the notice in the Forward Plan of Key Decisions</p>			
9	<p>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:</p>	<p>An efficient and sustainable transport network: This Scheme will improve journey times and reduce congestion while improving the resilience of the transport network in the north of the city.</p> <p>A wide range of homes: The Scheme will provide a key piece of infrastructure required to help deliver the 4,412 new homes identified in the Derriford and Northern Corridor Growth Area.</p> <p>A green, sustainable city that cares about the environment: The Scheme will provide a comprehensive landscape plan and environmental management and enhancement plan which not only mitigates the Scheme's impact but will provide a net gain in biodiversity.</p> <p>The Plymouth Plan: The Scheme specifically supports: Strategic Objective 1: Delivering a Healthy City "Providing a safe, efficient, accessible and health-enabling transport network which supports freedom of movement and active travel and promotes low carbon lifestyles Policy HEA6: Delivering a safe, efficient, accessible, sustainable and health-enabling transport system. Policy GR04: Using transport investment to drive growth</p> <p>There is no anticipated impact on capital / revenue budget as external funding has been secured for this work.</p>		
10	<p>Please specify any direct environmental implications of the decision (carbon impact)</p>	<p>No known impact.</p>		

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	X
		No	(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	05 January 2023	
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes	If yes, please discuss with the Monitoring Officer
		No	X
15	Which Corporate Management Team member has been consulted?	Name	Anthony Payne
		Job title	Strategic Director for Place
		Date consulted	07 February 2023
Sign-off			
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS98 22/23
		Finance (mandatory)	pl.22.23.342./
		Legal (mandatory)	MS/39635
		Human Resources (if applicable)	
		Corporate property (if applicable)	
		Procurement (if applicable)	KK/PS/665/ED/0123

Appendices									
17	Ref.	Title of appendix							
	A	Woolwell to The George Project Orders Briefing Report							
	B	Equalities Impact Assessment							
Confidential/exempt information									
18a	Do you need to include any confidential/exempt information?		Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below.				
			No	X					
			Exemption Paragraph Number						
			1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:								
Background Papers									
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.								
Title of background paper(s)			Exemption Paragraph Number						
			1	2	3	4	5	6	7
Council Officer Signature									
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.								
Signature				Date of decision		07 February 2023			
Print Name		Paul Barnard, Service Director (SP&I)							

BRIEFING REPORT

Woolwell to The George: Phase 1, 2 and 3 Project Orders



1. INTRODUCTION

- 1.1. This Executive Decision relates to the approval of Project Orders for Phases 1, 2 and 3 of the Woolwell to The George Transport Scheme. The works involve a range of civil engineering activities including road widening, provision of new and improvement of existing cycle facilities, upgrades of pedestrian crossing, drainage works, traffic signal installations and carriageway reconstruction and surfacing.
- 1.2. The agreed procurement approach is to utilise the Scape Procure Civil Engineering & Infrastructure Framework. This approach has been selected due to the very tight timescales for this project, it has proven to be a successful delivery model for other Council schemes, it is a framework which was awarded to Balfour Beatty through a compliant competitive tender, and it involves competitive tendering of works packages and therefore highlights value for money.
- 1.3. This decision approves the project orders and therefore commits the Council to pay the required pre-construction charge. It does not commit the Council to any other contractual stages.

2. BACKGROUND

- 2.1. The Woolwell to The George scheme aims to alleviate congestion at the notorious pinch-point between Woolwell Roundabout and The George, on the A386 Tavistock Road. More than 30,000 vehicles use this section of road each day and there are often queues and delays at peak times, caused by traffic having to merge over very short distances.
- 2.2. The Woolwell to The George Transport Scheme will be delivered in three phases:
 - Phase 1 – Woolwell Crescent junction, A386 Tavistock Road (north of Woolwell Roundabout) and Woolwell Road
 - Phase 2 – Main A386 Tavistock Road widening and new signal junction at Tavistock Road/Woolwell Road
 - Phase 3 – Expansion of The George Park and Ride site to provide additional parking capacity
- 2.3. The Scape Framework has been selected as the preferred procurement mechanism for design and delivery of the Woolwell scheme.
- 2.4. The pre-construction charge covers the contractor's staff time during the pre-construction stage for activities including design management, costing, programming, buildability, risk management, health and safety, meetings etc.

3. PROCUREMENT STRATEGY – SCAPE FRAMEWORK

- 3.1. Following a review of the procurement options with the Council's Procurement and Legal teams in 2022, it was concluded that the Scape Procure Civil Engineering and Infrastructure Framework was the most suitable mechanism to procure the Woolwell to The George Transport Scheme contracts.
- 3.2. The Scape Procure Civil Engineering & Infrastructure Framework is delivered by Balfour Beatty, a leading international infrastructure group with more than 100 years of experience in complex infrastructure projects. Works under the Civil Engineering and Infrastructure Framework are valued from £1m to £40m and above.

- 3.3. This framework enables civil engineering and infrastructure works in sectors such as environmental, engineering, transportation, leisure, recycling and waste, defence, ports, harbours and marine, flood defence and coastal engineering, energy, education, industrial, commercial and other public sector assets.
- 3.4. Although the Scape Framework is a sole supplier award, best value through Balfour Beatty's supply chain is achieved through competitively tendering individual work packages where sub-contractors are required through its extensive supply chain. This approach demonstrates value for money by all of the project spend under this framework being subject to competition.
- 3.5. By fostering collaborative, honest and open relationships, Balfour Beatty can drive performance improvement across all areas of their supply chain.
- 3.6. Project Orders are one of the gateway steps set out in the Framework and therefore the Council is required to agree the Project Orders and preconstruction charge in order to proceed via this procurement route.

4. REQUIRED PROJECT APPROVALS

- 4.1. The Scape Framework sets out the gateway process for each stage of project development and delivery. This decision relates to the Project Orders for each of the Woolwell scheme phases. Separate Executive Decisions will be required for all other stages including the approval of pre-construction and construction contracts.

5. PHASE I

- 5.1. Construction of Phase I is due to commence in 2023. A new signalised junction will be created where Woolwell Crescent joins Tavistock Road allowing vehicles to turn right to travel north. A new left turn into Woolwell Crescent will also be provided.
- 5.2. Woolwell Road is to be upgraded to improve pedestrian and cycle facilities. The amendments on Woolwell Road include a proposed signalised pedestrian junction to facilitate a desire line to the Tesco Superstore, shared use cycle/pedestrian facilities on both sides of the carriageway, and amendments to tie into the proposed junction on the A386.
- 5.3. Based on the Feasibility report completed by Balfour Beatty, the agreed Pre-Construction charge for Phase I is £92,866.01.

6. PHASE 2


- 6.1. Phase 2 will deliver improved capacity on the A386 Tavistock Road by providing dual carriageway between Woolwell Roundabout and The George Junction, enhancing accessibility to The George Park and Ride site for vehicles travelling in from Northern Plymouth and beyond.
- 6.2. Woolwell Roundabout will be upgraded to a signalised junction, increasing capacity and improving pedestrian and cycle crossings. New and improved walking and cycling facilities including dedicated cycle tracks on both sides of Tavistock Road will also be provided.
- 6.3. Based on the Feasibility report completed by Balfour Beatty, the agreed Pre-Construction charge for Phase 2 is £289,852.

7. PHASE 3

- 7.1. Phase 3 will expand The George Park and Ride site to provide increased parking capacity including electric vehicle chargepoints.
- 7.2. Based on the Feasibility report completed by Balfour Beatty, the agreed Pre-Construction charge for Phase 3 is £324,979.96.

EQUALITY IMPACT ASSESSMENT – WOOLWELL TO THE GEORGE

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): This is the person completing the EIA template.	Leana Hannon	Department and service:	Place	Date of assessment:	24/01/2023
Lead Officer: Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Philip Heseltine	Signature:		Approval date:	24/01/2023
Overview:	The Woolwell to The George Transport Scheme is being delivered through the Scape Procure Civil Engineering & Infrastructure Framework. Project Orders are required to progress Phases 1, 2 and 3 of the Woolwell to The George Transport Scheme through this mechanism and raise orders for the pre-construction charge.				
Decision required:	To approve Project Orders with Balfour Beatty in order to progress pre-construction activities on Phases 1, 2 and 3 of the Woolwell to The George Transport Scheme.				

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		No	✓
Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?	Yes		No	✓
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.	No adverse impacts have been identified.			

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
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	All data is from the 2011 Census except for age and sex which has been updated with 2021 data. Data will be updated with the 2021 Census data as it becomes available.			
Age	<p>Plymouth</p> <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. <p>South West</p> <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>	No adverse impact has been identified.	None	N/A
Disability	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).	No adverse impact has been identified.	Formal crossing facilities will be upgraded to support the visually and mobility impaired.	Project Manager

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 has been identified.	None	N/A
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 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>	No adverse impact has been identified.	None	N/A
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 has been identified.	None	N/A

Race	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. Census data suggests at least 43 main languages are spoken in the city, showing Polish, Chinese and Kurdish as the top three (2011 Census).	No adverse impact has been identified.	None	N/A
Religion or belief	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). Those who identified as Muslim were just under 1 per cent while Hindu, Buddhist, Jewish or Sikh combined totalled less than 1 per cent (2011 Census).	No adverse impact has been identified.	None	N/A
Sex	51 per cent of our population are women and 49 per cent are men (2021 Census).	No adverse impact has been identified.	None	N/A
Sexual orientation	There is no precise local data on sexual orientation in Plymouth (awaiting 2021 Census data).	No adverse impact has been identified.	None	N/A

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	It might not be possible to deliver the necessary improvements without land outside the Council's ownership, however the impact on private landowners will be minimised as much as	Consultation and negotiation will continue to take place with affected landowners.	2025/2026 SP&I

	possible and every effort will be made to secure any necessary land through agreement. Throughout the scheme development regard has and must continue to be had to the fair balance that has to be struck between the competing interests of the individual and those of the community as a whole.		
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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 has been identified.		
Pay equality for women, and staff with disabilities in our workforce.	No adverse impact has been identified.		
Supporting our workforce through the implementation of Our People Strategy 2020 – 2024	No adverse impact has been identified.		
Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.	No adverse impact has been identified.		
Plymouth is a city where people from different backgrounds get along well.	No adverse impact has been identified.		

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EXECUTIVE DECISION

made by a Council Officer




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

Executive Decision Reference Number – COD39 22/23

Decision	
1	Title of decision: Contract Award: Mayflower Street Phases 3&4 (Final), Highway Improvements
2	Decision maker: 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
4a	Decision to be taken: To appoint South West Highways as the principal contractor for the final phase (Phase 3&4) of the Mayflower Street Highway Improvement Scheme. The total contract value of this phase is £167,895.42
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> <ul style="list-style-type: none"> 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; 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; The Bill of Quantities for the construction costs have been subject to scrutiny and challenge by both PCC's Highways Strategic Project Team's and Quantity Surveyors.
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			
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:	<p>The project fully meet the corporate plan priorities below :</p> <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)	<p>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.</p> <p>The project focuses on improving public transport provision to encourage people to reduce car use.</p>		
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	
		No	x (If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?		
13c	Date Cabinet member consulted		
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes	If yes, please discuss with the Monitoring Officer
		No	x
15	Which Corporate Management Team member has been consulted?	Name	Anthony Payne
		Job title	Strategic Director for Place
		Date consulted	03/02/23
Sign-off			
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS103 22/23
		Finance (mandatory)	pl.22.23.261.
		Legal (mandatory)	MS/00001080/08.02.23
		Human Resources (if applicable)	n/a
		Corporate property (if applicable)	n/a
		Procurement	SN/PS/668/ED/0223
Appendices			
17	Ref.	Title of appendix	
	A	Briefing report for publication	
	B	EIA	
Confidential/exempt information			
18a	Do you need to include any confidential/exempt information?	Yes	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below.
		No	
		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	01 February 2023			
Print Name	Paul Barnard							

MAYFLOWER STREET HIGHWAY IMPROVEMENTS – FINAL PHASES 3&4

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 – now complete

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 inc. relocation of disabled space

This contract award is to appoint South West Highways as principal contractor for Phases 3&4 of these works. Phase 1 is now complete and Phase 2 is underway

Finance

This contract award is for Phase 3&4 of the scheme. The contract sum is £167,895.42 awarded under NEC Contract (Option A) via the TMC

It will be funded from the Transforming Cities Fund.

Delivery timescales

The estimated start date is 23 February, with an estimated finish date of 26 April

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.

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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

<p>Potential external impacts: Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?</p>	Yes	X	No	
<p>Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?</p>	Yes		No	X
<p>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)</p>	Yes		No	
<p>If you do not agree that a full equality impact assessment is required, please set out your justification for why not.</p>				

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	<p>Plymouth</p> <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. <p>South West</p>	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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