



**Oversight and Governance**

Chief Executive's Department

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Published 22/11/23

## 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 29 November 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 cabinet decision detailed below may be implemented on Thursday 30 November 2023 if it is not called-in. The non-key council officer decision may be implemented immediately.

## **Delegated Decisions**

### **1. Councillor Tudor Evans OBE, Leader of the Council:**

- 1.a. L34 23/24 - Tavistock Place, Brownfield Land Release Funding Round 2 **(Pages 1 - 18)**

### **2. Council Officer Decision - Philip Robinson, Service Director for Street Services:**

- 2.a. COD19 23/24 Contract Award: The outright capital purchase of Street Sweepers & Truck Mounted Sweepers **(Pages 19 - 42)**

# EXECUTIVE DECISION

## made by a Cabinet Member




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

Executive Decision Reference Number – L34 23/24

Decision				
1	<b>Title of decision:</b> Tavistock Place, Brownfield Land Release Funding Round 2			
2	<b>Decision maker:</b> Councillor Tudor Evans OBE, Leader of the Council			
3	<b>Report author and contact details:</b> Iain Mackelworth, iain.mackelworth@plymouth.gov.uk			
4	<p><b>Decision to be taken:</b> It is recommended that the Leader of the Council:</p> <ol style="list-style-type: none"> <li>1. Approves the Business Case</li> <li>2. Allocates £353, 250 for the project into the Capital Programme funded by the Brownfield Land Release Fund Round 2</li> <li>3. Authorises the procurement process to appoint a demolition contractor</li> <li>4. Delegates the award of the contract to Service Director for Economic Development where they would otherwise not have authority to do so.</li> </ol>			
5	<b>Reasons for decision:</b> The use of external grant funding to demolish two, old redundant Council owned properties to support the regeneration of the area.			
6	<p><b>Alternative options considered and rejected:</b></p> <ol style="list-style-type: none"> <li>1. Do Nothing</li> <li>2. Re-use of existing buildings</li> </ol>			
7	<p><b>Financial implications and risks:</b></p> <p>The demolition works are to be fully funded by the Brownfield Land Release Fund. At this stage the main risks are those associated with the commitment and management of the BFLR2 grant and the demolition works.</p>			
8	<p><b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)</p>	Yes	No	<p><b>Per the Constitution, a key decision is one which:</b></p> <p>in the case of <b>capital</b> projects and contract awards, results in a new commitment to spend and/or save in excess of <b>£3million</b> in total</p>
			X	

			X	in the case of <b>revenue</b> projects when the decision involves entering into new commitments and/or making new savings in excess of <b>£1 million</b>
			X	is <b>significant</b> in terms of its effect on communities living or working in an area comprising <b>two or more</b> wards in the area of the local authority.
	If yes, date of publication of the notice in the <b>Forward Plan of Key Decisions</b>			
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 site is included in the Joint Local Plan as part of Policy PLY18.	
10	Please specify any direct environmental implications of the decision (carbon impact)		The buildings are considered economically and functionally obsolete and re-use is not considered suitable in this instance. Redevelopment of the site creates the opportunity to replace two old inefficient buildings with a modern energy efficient development.	
<b>Urgent decisions</b>				
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 ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
			No	X (If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
<b>Consultation</b>				
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?			

<b>13c</b>	<b>Date Cabinet member consulted</b>			
<b>14</b>	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>		If yes, please discuss with the Monitoring Officer
		<b>No</b>	<b>X</b>	
<b>15</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Anthony Payne	
		<b>Job title</b>	Strategic Director for Place	
		<b>Date consulted</b>	09 August 2023	
<b>Sign-off</b>				
<b>16</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS73 23/24	
		<b>Finance (mandatory)</b>	DJN.23.24.129	
		<b>Legal (mandatory)</b>	LS/00001312/2/A C/26/10/23	
		<b>Human Resources (if applicable)</b>	N/A	
		<b>Corporate property (if applicable)</b>	S0623.DW.16.202 3	
		<b>Procurement (if applicable)</b>	N/A	
<b>Appendices</b>				
<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>		
	A	Briefing report for publication		
	B	Tavistock Place Business Case		
	C	Equalities Impact Assessment		
<b>Confidential/exempt information</b>				
<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>		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 <b>18b</b> below.  (Keep as much information as possible in the briefing report that will be in the public domain)
		<b>No</b>	<b>X</b>	
		<b>Exemption Paragraph Number</b>		

		1	2	3	4	5	6	7
<b>18b</b>	<b>Confidential/exempt briefing report title:</b>							
<b>Background Papers</b>								
<b>19</b>	<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
<b>Cabinet Member Signature</b>								
<b>20</b>	<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 (2010) and those who do not. For further details please see the EIA attached.</p>							
<b>Signature</b>				<b>Date of decision</b>	17 November 2023			
<b>Print Name</b>	Councillor Tudor Evans OBE, Leader of Plymouth City Council							

## **BRIEFING PAPER**

Tavistock Place, Brownfield Land Release Funding Round 2



### **1. EXECUTIVE SUMMARY**

- 1.1. The Council has successfully secured £353,250 from the Brownfield Land Release Fund Round 2 to demolish two redundant Council owned buildings in Tavistock Place, near The Box. This briefing paper provides an overview of the work to prepare for the demolition works and future redevelopment of the site.

### **2. BACKGROUND**

- 2.1. Tavistock Place is located in Plymouth City Centre close to the main university campus and The Box. Plymouth City Council own land in this area including a site which is currently occupied by two old, poor quality, redundant buildings which until recently have provided storage for the Museum and Gallery.
- 2.2. The redevelopment of Council owned land in Tavistock Place, as part of the regeneration of the wider area, is a long-held ambition. The area is included in the Joint Local Plan as part of Policy PLY18 and the Former Plymouth Social Club was acquired by the Council in 2017 for redevelopment along with adjacent Museum Annex.
- 2.3. In March 2023 the Council submitted an application to the Brownfield Land Release Funding Round 2 (BLRF2) for funding to demolish the Museum Annex and former Plymouth Social Club removing a significant development cost and de-risking the site. The demolition of these buildings is a critical first step to redevelopment which will further improve the area which has benefited from significant investment over the last few years and as a result has now established itself as a major destination within the city centre.

### **3. PROPOSED CHANGES AND REASONS**

- 3.1. The Council has recently been notified that its application to the BLRF2 has been successful and is now looking to proceed with the appointment of a contractor to undertake the demolition works.
- 3.2. Whilst the details of the future redevelopment of the site are yet to be determined the aspiration is that any new development builds upon the recent investment in the area. As such future development on the site will be expected to incorporate high quality design with active ground floor uses and whilst the details are the subject of ongoing work and consultation with partners, stakeholders and local agents, the aim is to include uses which complement The Box and firmly establish the area as a vibrant cultural and leisure destination.

### **4. ALTERNATIVE OPTIONS**

- 4.1. The buildings are currently vacant and in a very poor condition and the former Plymouth Social club is considered to be uninhabitable. In a 'do nothing' scenario the most likely outcome is that the buildings would remain unoccupied and would continue to deteriorate. In the best case it may be possible to re-let the Museum Annex for a low value use, such as storage but the opportunity to use the BLRF 2 funding to support a comprehensive redevelopment of the site would be lost.

- 4.2. An alternative option would be to redevelop the existing buildings for an alternative use. However, the buildings are considered obsolete, not just physically but functionally.
- 4.3. The recommend option is utilise the BLRF2 funding to demolish the existing buildings, creating the opportunity for a new development which supports the regeneration of the area.

## **5. FINANCIAL IMPLICATIONS AND RISK**

- 5.1. At this stage the main risks are those associated with the commitment and management of the BFLR2 grant and the demolition works. To mitigate these risks, the demolition contract will be competitively tendered to ensure value for money and the appointment of a specialist and competent demolition contractor.
- 5.2. The demolition of these buildings reduces the risks and holding costs associated with the ongoing management of these old, redundant buildings.

## **6. TIMESCALES**

- 6.1. The appointment of the contractor is scheduled to conclude in December 2023 with demolition works starting early in 2024.



# CAPITAL INVESTMENT BUSINESS CASE

Tavistock Place, Brownfield Land Release Funding Round 2



## EXECUTIVE SUMMARY

The Council has successfully secured £353,250 from the Brownfield Land Release Fund Round 2 (BLRF2) to demolish two old, redundant Council owned buildings in Tavistock Place, near The Box.

This business case provides an overview of the work to prepare for the demolition of these buildings, recommends that the BLRF2 funding is added to the Capital Programme and that work commences on the procurement of a demolition contractor with the aim of starting the demolition work in early 2024.

Whilst the details of the future redevelopment of the site are yet to be determined, the aspiration is that the site is used to build upon the recent investment in The Box to firmly establish the area as a vibrant cultural and leisure destination.

## SECTION I: PROJECT DETAIL

<b>Project Value (indicate capital or revenue)</b>	£353,250	<b>Contingency (show as £ and % of project value)</b>	£39,500 or 12.5%
<b>Programme</b>	City Centre Regeneration	<b>Directorate</b>	Place - ED
<b>Portfolio Holder</b>	Cllr Tudor Evans	<b>Service Director</b>	David Draffan
<b>Senior Responsible Officer (client)</b>	Matt Ward	<b>Project Manager</b>	Iain Mackelworth
<b>Address and Post Code</b>	36-39 Tavistock Place, PL4 8AX	<b>Ward</b>	Drake

### Current Situation:

The Council owned site at Tavistock Place is located in Plymouth City Centre close to the main university campus and opposite The Box and is currently occupied by two old, poor quality, redundant buildings which until recently have provided storage for the Museum and Gallery.

The redevelopment of the Tavistock Place site is a long-held ambition. The site is included in the Joint Local Plan as part of Policy PLY18 and the former Plymouth Social Club was acquired by the Council in 2017 for redevelopment along with the adjacent Museum Annex.

In March 2023 the Council submitted an application to the Brownfield Land Release Fund Round 2 (BLRF2) for the demolition of the existing buildings, removing a significant development constraint and de-risking the site. The demolition of these buildings is a critical first step to redevelopment which will further improve the area which has already benefited from significant investment over the last few years and as a result has established itself as a major destination within the city centre.

**Proposal:**

This Business Case seeks approval to add the BLRF2 grant to the Capital Programme and to undertake the demolition works.

The demolition works are expected to commence in the first quarter of 2024 following a procurement exercise to appoint a demolition contractor. Hoarding will be erected around the site as part of the demolition contract. It is proposed that the area of hoarding fronting onto Tavistock Place is used to promote The Box.

Whilst the details of the future redevelopment of the site are yet to be determined, the aspiration is that any new development builds upon the recent investment in the area. As such future development will be expected to incorporate high-quality design with active ground floor uses and whilst the details are the subject of ongoing work and consultation with partners, stakeholders and local agents the aim is to incorporate uses which complement The Box and firmly establish the area as a vibrant cultural and leisure destination.

**Milestones and Date:**

Contract Award Date	Start On Site Date	Completion Date
January 2024	March 2024	April 2024

**SECTION 2: PROJECT RISK, OUTCOMES AND BENEFITS****Risk Register:**

<b>Potential Risks Identified</b>		<b>Likelihood</b>	<b>Impact</b>	<b>Overall Rating</b>
<b>Risk</b>	Demolition costs exceed available funding	Low	Medium	Medium
<b>Mitigation</b>	Re-tender. In the event that an acceptable contract price cannot be secured do not proceed with contract and return the grant.	Low	Low	Low
<b>Calculated risk value in £ (Extent of financial risk)</b>	£0			
<b>Risk</b>	Lack of market interest in site following demolition meaning the grant conditions cannot be met resulting in repayment of grant in full or in part.	Low	Medium	Medium
<b>Mitigation</b>	Pro-active marketing on commencement of demolition works. The grant condition relating to Land Release is 3 years from completion of works.	Low	Low	Low
<b>Calculated risk value in £ (Extent of financial risk)</b>	£353,250			

**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:**

Minor reduction in holding costs. Increase in land value. Potential Capital receipt from sale of land.	Reduced Health and Safety risk associated with holding old, redundant buildings. Wider economic and social benefits associated with the removal of poor-quality buildings and future redevelopment.
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<b>Low Carbon</b>	
<b>What is the anticipated impact of the proposal on carbon emissions</b>	Overall positive. The buildings are considered economically and functionally obsolete and re-use is not considered suitable in this instance. Redevelopment of the site creates the opportunity to replace two old inefficient buildings with a modern energy efficient development.
<b>How does it contribute to the Council becoming Carbon neutral by 2030</b>	The demolition works contribute towards the following Corporate Commitments in the Net Zero Action Plan:  BHP1 – Thermal energy efficiency BHP2 – Efficient use of electricity  Future redevelopment of the site enabled by the demolition works support the following:  BHP3 – Renewable electricity BHP6 - Sustainable construction
<b>Have you engaged with Procurement Service?</b>	Yes
<b>Procurement route options considered for goods, services or works</b>	Framework or competitive tender.
<b>Procurements Recommended route.</b>	The recommendation will be that a subsequent procurement route options analysis will be undertaken between the department and procurement to determine the procurement route which will represent best value for the Council. Formal sign off will be sought for the recommended route, which will be in accordance with Contract Standing Orders and Public Contract Regulations 2015
<b>Who is your Procurement Lead?</b>	To be confirmed.
<b>Is this business case a purchase of a commercial property</b>	No
<b>If yes then provide evidence to show that it is not 'primarily for yield'</b>	N/A
<b>Which Members have you engaged with and how have they been consulted (including the Leader, Portfolio Holders and Ward Members)</b>	The Leader of the Council and the Portfolio Holder for Finance have been briefed by officers from the Economic Development Service. The Ward members for Drake have been briefed via e-mail and phone.

## SECTION 4: FINANCIAL ASSESSMENT

**FINANCIAL ASSESSMENT:** *In this section the robustness of the proposals should be set out in financial terms. 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. Exact amounts only throughout the paper - not to be rounded.

### CAPITAL COSTS AND FINANCING

Breakdown of project costs including fees surveys and contingency	Prev. Yr. £	23/24 £	24/25 £	25/26 £	26/27 £	27/28 £	Future Yrs. £	Total £
Demolition Works		241,000	103,250					344,250
Surveys		9,000						9,000
<b>Total capital spend</b>		250,000	103,250					<b>353,250</b>

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

Breakdown of proposed funding	Prev. Yr. £	23/24 £	24/25 £	25/26 £	26/27 £	27/28 £	Future Yrs. £	Total £
BLRF		250,000	103,250					353,250
<b>Total funding</b>		250,000	103,250					<b>353,250</b>

<b>Which external funding sources been explored</b>	Brownfield Land Release Funding Round 2
<b>Are there any bidding constraints and/or any restrictions or conditions attached to your funding</b>	The BLRF 2 work need to commence by the 31 <sup>st</sup> March 2024. The land needs to be released (unconditional sale or start on site in the event of direct delivery by the Council) by 31st March 2027.
<b>Tax and VAT implications</b>	The VAT implications will depend on the ultimate use of the sites once the demolition works have been completed. The receipt of any future VAT-exempt income (for example from the freehold sales or leasehold disposals of the sites) might have an adverse impact on the Council's partial exemption position. At this stage, the VAT relating to the demolition costs will be recoverable but will need to be included in the partial exemption calculation. The proposals for the future use of the site will need to be closely monitored, however, and any necessary action taken (such as opting to tax) to ensure that the Council is able to fully recover VAT.
<b>Tax and VAT reviewed by</b>	Sarah Scott.

### REVENUE COSTS AND IMPLICATIONS

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

<b>Total Cost of developing the project</b>	£7,000
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<b>Revenue cost code for the development costs</b>	5489/5732
<b>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</b>	Y
<b>Budget Managers Name</b>	Matt Ward


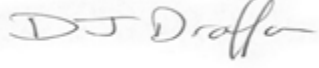
<b>Ongoing Revenue Implications for Service Area</b>							
	Prev. Yr. £	23/24 £	24/25 £	25/26 £	26/27 £	27/28 £	Future Yrs. £
<b>Service area revenue cost</b>							
<b>Other</b> (eg: maintenance, utilities, etc)		N/A					
<b>Loan repayment</b> (terms agreed with Treasury Management)							
<b>Total Revenue Cost (A)</b>							
<b>Service area revenue benefits/savings</b>							
<b>Annual revenue income</b> (eg: rents, etc)		N/A					
<b>Total Revenue Income (B)</b>							
<b>Service area net (benefit) cost (B-A)</b>							
<b>Has the revenue cost been budgeted for or would this make a revenue pressure</b>							
<b>Which cost centre would the revenue pressure be shown</b>					<b>Has this been reviewed by the budget manager</b>	Y/N	
<b>Name of budget manager</b>							
<b>Loan value</b>	£N/A	<b>Interest Rate</b>	%	<b>Term Years</b>	<b>Annual Repayment</b>	£	
<b>Revenue code for annual repayments</b>	N/A						
<b>Service area or corporate borrowing</b>							
<b>Revenue implications reviewed by</b>							

**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)

<b>Author of Business Case</b>	<b>Date</b>	<b>Document Version</b>	<b>Reviewed By</b>	<b>Date</b>
Iain Mackelworth	00/00/2023	v 1.0	Matt Ward	00/00/2023
	00/00/2023	v 2.0		00/00/2023


**SECTION 6: RECOMMENDATION AND ENDORSEMENT****Recommended Decision****It is recommended that the Leader of the Council:**

- Approves the Business Case
- Allocates £353,250 for the project into the Capital Programme funded by the Brownfield Land Release Fund Round 2
- Authorises the procurement process
- Delegates the award of the contract to Service Director for Economic Development where they would otherwise not have authority to do so.

<b>Councillor Tudor Evans(Leader of the Council)</b>		<b>Service Director</b>	
<b>Either email dated:</b>	<i>date</i>	<b>Either email dated:</b>	
<b>Or signed:</b> 		<b>Or signed:</b> 	
<b>Date: 17 November 2023</b>		<b>Date: 16 November 2023</b>	

# EQUALITY IMPACT ASSESSMENT – TAVISTOCK PLACE, BROWNFIELD LAND RELEASE FUNDING ROUND 2

## SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> This is the person completing the EIA template.	Iain Mackelworth	<b>Department and service:</b>	Economic Development, Strategic Development Projects.	<b>Date of assessment:</b>	15/11/2023
<b>Lead Officer:</b> Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Matt Ward	<b>Signature:</b>		<b>Approval date:</b>	15/11/2023
<b>Overview:</b>	The Council has successfully secured £353,250 from the Brownfield Land Release Fund Round 2 (BLRF2) to demolish two redundant Council owned buildings in Tavistock Place near The Box which until recently have provided storage for the Museum and Gallery. The demolition of these buildings is a critical first step in the redevelopment of the site which will further improve the area which has benefited from significant investment over the last few years. Whilst the details of the future redevelopment of the site are yet to be determined the aspiration is that the development of the site complements the Box and firmly establishes the area as a vibrant cultural and leisure destination.				
<b>Decision required:</b>	<ul style="list-style-type: none"> <li>To allocate £353, 250 for the project into the Capital Programme funded by the Brownfield Land Release Fund Round 2.</li> <li>Authorises the procurement process to appoint a demolition contractor and delegates the award of the contract to Service Director for Economic Development.</li> </ul>				

## SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

<b>Potential external impacts:</b> Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?	<b>Yes</b>		<b>No</b>	No
<b>Potential internal impacts:</b>	<b>Yes</b>		<b>No</b>	No

Does the proposal have the potential to negatively impact Plymouth City Council employees?				
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 three)	<b>Yes</b>		<b>No</b>	No
If you do not agree that a full equality impact assessment is required, please set out your justification for why not.	The decision relates to the acceptance of external funding and demolition of two, old redundant buildings in an area targeted for regeneration. The future development of the site may require an Equality Impact Assessment but this will be subject to a further decision to be brought forward in at an appropriate point.			

**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
<b>Age</b>	Plymouth <ul style="list-style-type: none"> <li>• 16.4 per cent of people in Plymouth are children aged under 15.</li> <li>• 65.1 per cent are adults aged 15 to 64.</li> <li>• 18.5 percent are adults aged 65 and over.</li> <li>• 2.4 percent of the resident population are 85 and over.</li> </ul> South West			



	<ul style="list-style-type: none"> <li>• 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64.</li> <li>• 22.3 per cent are aged 65 and over.</li> </ul> <p>England</p> <ul style="list-style-type: none"> <li>• 17.4 per cent of people are aged 0 to 14.</li> <li>• 64.2 per cent of people are aged 15 to 64.</li> <li>• 18.4 per cent of people are aged 65 and over.</li> </ul> <p>(2021 Census)</p>			
<p><b>Care experienced individuals</b> (Note that as per the Independent Review of Children’s Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</p> <p>There are currently 195 care leavers aged 18 to 20 (statutory service) and 58 aged 21 to 24 (extended offer). There are more care leavers</p>			

	aged 21 to 24 who could return for support from services if they wished to.			
<b>Disability</b>	9.4 per cent of residents in Plymouth have their activities limited 'a lot' because of a physical or mental health problem. 12.2 per cent of residents in Plymouth have their activities limited 'a little' because of a physical or mental health problem (2021 Census)			
<b>Gender reassignment</b>	0.5 per cent of residents in Plymouth have a gender identity that is different from their sex registered at birth. 0.1 per cent of residents identify as a trans man, 0.1 per cent identify as non-binary and, 0.1 per cent identify as a trans women (2021 Census).			
<b>Marriage and civil partnership</b>	40.1 per cent of residents have never married and never registered a civil partnership. 10 per cent are divorced, 6 percent are widowed, with 2.5 per cent are separated but still married. 0.49 per cent of residents are, or were, married or in a civil partnerships of the same sex. 0.06 per cent of residents are in a civil partnerships with the opposite sex (2021 Census).			
<b>Pregnancy and maternity</b>	The total fertility rate (TFR) for England was 1.62 children per woman in 2021. The total fertility rate (TFR) for Plymouth in 2021 was 1.5.			

<p><b>Race</b></p>	<p>In 2021, 94.9 per cent of Plymouth’s population identified their ethnicity as White, 2.3 per cent as Asian and 1.1 per cent as Black (2021 Census)</p> <p>People with a mixed ethnic background comprised 1.8 per cent of the population. 1 per cent of the population use a different term to describe their ethnicity (2021 Census)</p> <p>92.7 per cent of residents speak English as their main language. 2021 Census data shows that after English, Polish, Romanian, Chinese, Portuguese, and Arabic are the most spoken languages in Plymouth (2021 Census).</p>			
<p><b>Religion or belief</b></p>	<p>48.9 per cent of the Plymouth population stated they had no religion. 42.5 per cent of the population identified as Christian (2021 Census).</p> <p>Those who identified as Muslim account for 1.3 per cent of Plymouth’s population while Hindu, Buddhist, Jewish or Sikh combined totalled less than 1 per cent (2021 Census).</p>			
<p><b>Sex</b></p>	<p>51 per cent of our population are women and 49 per cent are men (2021 Census).</p>			
<p><b>Sexual orientation</b></p>	<p>88.95 per cent of residents aged 16 years and over in Plymouth describe their sexual orientation as straight or heterosexual. 2.06 per cent describe their sexuality as bisexual, 1.97 per cent of people describe their sexual orientation as gay or lesbian. 0.42 per cent of residents describe their sexual orientation using a different term (2021 Census).</p>			

**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.			

# EXECUTIVE DECISION

made by a Council Officer



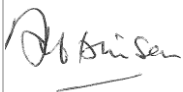
## REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL COUNCIL OFFICER

Executive Decision Reference Number – COD19 23/24

Decision	
1	<b>Title of decision:</b> Contract Award: The outright capital purchase of Street Sweepers & Truck Mounted Sweepers
2	<b>Decision maker:</b> Philip Robinson, Service Director for Street Services
3	<b>Report author and contact details:</b> Martin Hoar – Fleet Services Manager <a href="mailto:Martin.hoar@plymouth.gov.uk">Martin.hoar@plymouth.gov.uk</a> 01752 305592
4a	<b>Decision to be taken:</b> The Service Director for Street Services to award a Contract to Aebi Schmidt UK LTD for the outright capital purchase of: Lot One – 10 of Street Sweepers & Lot Two - 3 of Truck Mounted Sweepers, for a total value of £1,445,687
4b	<b>Reference number of original executive decision or date of original committee meeting where delegation was made:</b> Executive Decision 24/03/23 L40 22/23
5	<b>Reasons for decision:</b> In accordance with the delegated authority granted by the Executive Decision made by the Leader of the Council on 24 <sup>th</sup> March 2023 the project undertook a procurement exercise. The procurement process was undertaken following an options appraisal, in line with the Council's Contract Standing Order's technical request for quote (TRFQ) was carried out. The opportunity was advertised to maximise potential. See Contract Award Report - Part I I.
6	<b>Alternative options considered and rejected:</b> <b>Option 1: Do nothing</b> Risks to service delivery impact and resulting reputational damage increased hire costs make this option non tenable. <b>Option 2: Continue with current Sweepers</b> Due to the nature of the operation within Street Services department, there is a requirement to remove rubbish and debris from all areas across the City to include major networks/Parks streets and City Centre, due to the age and reliability of the current machines breakdowns and vehicle downtime has increased and increased maintenance costs are making this option expensive, the asset life has already been increased to the limit. These vehicles are essential to the operation of Street Services.

	<p><b>Option 3: Electric Vehicles</b></p> <p>Current availability and prices make this option non tenable at this time for this specific vehicle types, with reduced load capacity being the main consideration, other fuel alternatives are costly but will be reviewed with future purchases dependant on infrastructure requirements</p>			
7	<p><b>Financial implications and risks:</b></p> <p>Purchase outright with the use of service borrowing is the recommended procurement option.</p> <p>These are specialist vehicles, replacing with newer technology and newer alternatives will bring a reduction in maintenance costs with the 3 year manufacturer warranty cover in place, increasing vehicle uptime and productivity.</p> <p>Replacement sweepers are needed to ensure the team can operate during the winter and remove debris from the streets and roads around the City.</p> <p>The costs of specialist equipment and availability is a challenge and only increasing with time and extended delivery.</p>			
8	<p><b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)</p>	<p><b>Yes</b></p>	<p><b>No</b></p>	<p><b>Per the Constitution, a key decision is one which:</b></p>
			✓	<p>in the case of <b>capital</b> projects and contract awards, results in a new commitment to spend and/or save in excess of <b>£3million</b> in total</p>
			✓	<p>in the case of <b>revenue</b> projects when the decision involves entering into new commitments and/or making new savings in excess of <b>£1 million</b></p>
			✓	<p>is <b>significant</b> in terms of its effect on communities living or working in an area comprising <b>two or more</b> wards in the area of the local authority.</p>
8b	<p><b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b></p>			
9	<p><b>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:</b></p>			
	<p>Making Plymouth a fairer, greener city, where everyone does their bit - The majority of vehicles in phase I of the Fleet Replacement programme deliver services related to street scene and waste. The service impacts the daily lives of all residents and visitors to Plymouth ensuring that waste is collected and disposed of when expected and that street and green spaces are kept clean and tidy and free from litter.</p> <p>Fairness Because we want to address inequality and inequity in our city - Ability to service waste and recycling waste collections as the city increases in size to ensure a sustainable City that cares about the environment. A Council that facilitates sustainable management of the City' waste and is able to react to the needs of the residents and citizens in a flexible and efficient manner.</p>			

<b>10</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	Newer vehicles will reduce the carbon impact due to updated engine requirements		
<b>Urgent decisions</b>				
<b>11</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	<b>Yes</b>		(If yes, please contact <a href="#">Democratic Support</a> for advice)
		<b>No</b>	✓	(If no, go to section 13a)
<b>12a</b>	<b>Reason for urgency:</b>			
<b>12b</b>	<b>Scrutiny Chair signature:</b>		<b>Date</b>	
	<b>Scrutiny Committee name:</b>			
	<b>Print Name:</b>			
<b>Consultation</b>				
<b>13a</b>	<b>Are any other Cabinet members' portfolios affected by the decision?</b>	<b>Yes</b>	✓	
		<b>No</b>		(If no go to section 14)
<b>13b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>	Councillor Tom Briars-Delve, Cabinet Member for Environment and Climate Change		
<b>13c</b>	<b>Date Cabinet member consulted</b>	21 <sup>st</sup> June 2023		
<b>14</b>	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>		If yes, please discuss with the Monitoring Officer
		<b>No</b>	✓	
<b>15</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Anthony Payne	
		<b>Job title</b>	Strategic Director of Place	
		<b>Date consulted</b>	23/03/2023	
<b>Sign-off</b>				
<b>16</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS64 23/24	
		<b>Finance (mandatory)</b>	DJN.23.24.124	
		<b>Legal (mandatory)</b>	2304/201023	
		<b>Human Resources (if applicable)</b>	n/a	
		<b>Corporate property (if</b>	n/a	

		applicable)								
		Procurement (if applicable)	PW/PS/706/ED/102 3							
<b>Appendices</b>										
<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>								
	A	Contract Award Report Part I								
	B	Equalities Impact Assessment ( <i>where required</i> )								
<b>Confidential/exempt information</b>										
<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>	<input checked="" type="checkbox"/>							
		<b>No</b>	<input type="checkbox"/>							
		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 <b>18b</b> below.								
		<b>Exemption Paragraph Number</b>								
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>		
<b>18b</b>	<b>Confidential/exempt briefing report title:</b>			x						
	Contract Award Part 2									
<b>Background Papers</b>										
<b>19</b>	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.									
<b>Title of background paper(s)</b>				<b>Exemption Paragraph Number</b>						
				<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>Council Officer Signature</b>										
<b>20</b>	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.									
<b>Signature</b>				<b>Date of decision</b>	18 <sup>th</sup> October 2023					
<b>Print Name</b>	Philip Robinson									



**PROCUREMENT GATEWAY 3 -  
CONTRACT AWARD REPORT - PART I**



**Street & Truck Mounted Sweepers**

**Procurement Reference No.  
25083**

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## **I. INTRODUCTION**

This contract award report is in relation to the procurement process undertaken and recommendation related to the award of Contract for the outright capital purchase of the following:

10 off – Street Sweepers

3 off – Truck Mounted Sweepers

The procurement process was undertaken as a further competition via the Halton Housing Fleet Procurement Framework OJEU ref 2020/S 110-268523, via the following Lots:

Lot 4 – Pedestrian and Compact Sweepers up to 12.5t

Lot 7 – Medium and Heavy Vehicle Conversions

Contracts will be executed under Plymouth City Council Goods Terms & Conditions (PS0027.v3) and will run for the duration of the project.

## **2. BACKGROUND**

The requirement below forms part of the projected 6-year (2020 -2026) fleet replacement programme, over 3 phases that was approved by the Leader of the Council during December 2019.

These vehicles are prioritised for replacement due to their age and increased cost to maintain. Provided to support Street Services which delivers street cleaning and maintenance of the roads/parks and public areas across the City. These services are all highly visible and touch the daily lives of every resident and visitors.

These vehicles are required to create a fit for purpose fleet for Street Scene and Waste Services and will replace vehicles that are currently owned by PCC that have reached end of life.

## **3. PROCUREMENT PROCESS**

Following a procurement options appraisal, it was determined that undertaking a further competition through a Predetermined EU & UK compliant Framework Agreement was the most suitable route to market to procure this requirement, with the following national framework considered the most suitable:

Halton Housing Fleet Procurement Framework, Lot 4 – Pedestrian and Compact Sweepers up to 12.5t and Lot 7 – Medium and Heavy Vehicle Conversions

This framework is a nationally procured framework that was established in accordance with EU procurement regulations; it provides a simple and competitive route to the acquisition of a wide range of fleet assets with a rebate structure that is both transparent and ultra-low thus offering the best possible value for money. This ranges from cars to refuse collection vehicles, from minibuses to road and precinct sweepers, from panel vans to coaches. All the suppliers on this framework have been selected for their experience and ability to provide customers with the aforementioned vehicle types.

The framework is intended to meet the diverse requirements of local authorities and other eligible organisations that operate such vehicles.

As part of the framework agreement, there is the option to either direct award, or run a further competition between the framework suppliers within the relevant framework lot.

A Further Competition exercise was undertaken, with all suppliers named on the relevant lot of the framework invited to tender.

The Council split its requirement into lots:

Lot One – 25083/a – Street Sweepers

Lot Two – 25083/b – Truck Mounted Sweepers

Tenderers had the option to bid for one or more Lot(s), but were required complete the relevant ITT Return Document, required schedules and appendices for each Lot.

#### **4. TENDER EVALUATION CRITERIA**

The following information concerning the evaluation criteria and scoring methodology was included in the ITT instructions. This applied for each Lot.

A suitability assessment (known as the Mandatory Requirements stage) and an award stage.

##### **Mandatory Requirements**

###### Pass/Fail Questions

All Mandatory Requirement questions were evaluated on a PASS/FAIL basis. Each question clearly indicated what response constitutes as PASS and what response constitutes as FAIL. In the event of a Tenderer being awarded a ‘fail’ on any of the criteria, the remainder of their Tender would not be evaluated and they would be eliminated from the process. Tenderers would be disqualified if they did not submit these completed questions.

##### **Schedule I – Mandatory Requirements**

- MR1: Warranty Performance – Chassis & Cab
- MR2: Warranty Performance – Body & Associated Equipment
- MR3: Compliance to Specification

##### **Award Evaluation Criteria and Methodology**

Tenderers satisfactorily meeting the Mandatory Requirements evaluation had their Tender responses evaluated by the Council to determine the most economically advantageous Tender based on the price and quality criteria that were linked to the subject matter of the contract.

This section assessed how the Tenderer proposed to deliver the requirements as detailed in the specification.

The Council intends to award any Contract based on the most economically advantageous offer.

The Council would not be bound to accept the lowest price of any Tender submitted.

All responses were assessed against the Evaluation Criteria set out below:

##### **High-Level Award Criteria**

The high-level award criteria for the project was as follows:

<b>Criteria</b>	<b>Weighting</b>
Price	<b>55%</b>
Quality	<b>45%</b>
<b>TOTAL</b>	<b>100%</b>

A Tender may not have been accepted if it significantly failed to satisfy any specific criterion, even if it scored relatively well against all other criteria.

In the event that evaluating officers, acting reasonably, considered that a Tender is fundamentally unacceptable on any issue, then regardless of the Tender's other merits or its overall score, and regardless of the weighting scheme, that Tender may have been rejected.

### Price – 55% Weighting

Applied to all Lots.

Evaluation made against comparison of pricing schedules.

### PRI Total Tender Sum

The Tenderer's Total Tender Sum will be evaluated using the scoring system below:

$$\left( \frac{\text{Lowest Total Tender Sum}}{\text{Tenderer's Total Tender Sum}} \right) \times \text{Weighting} = \text{Weighted score}$$

The Tenderer with the lowest price was awarded the full score available for each criteria stated, with the remaining Tenderers gaining pro-rata scores in relation to how much higher their prices were when compared to the lowest price.

### Quality – 45% Weighting

Applied to all Lots.

Tenderers were asked to provide a number of method statements within the ITT Return Document, which were intended to explain how they would meet specific requirements.

Each method statement was scored on a scale of 0 to 5 points, in accordance with the following scheme:

Response	Score	Definition
Excellent	5	Response is completely relevant and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement/outcomes and provides details of how the requirement/outcomes will be met in full.
Very good	4	Response is particularly relevant. The response is precisely detailed to demonstrate a very good understanding of the requirements and provides details on how these will be fulfilled.
Good	3	Response is relevant and good. The response is sufficiently detailed to demonstrate a good understanding and provides details on how the requirements/outcomes will be fulfilled.
Satisfactory	2	Response is relevant and acceptable. The response addresses a broad understanding of the requirements/outcomes but lacks details on how the requirement/outcomes will be fulfilled in certain areas.
Poor	1	Response is partially relevant and poor. The response addresses some elements of the requirements/outcomes but contains insufficient/limited detail and explanation to demonstrate how the requirements/outcomes will be fulfilled.
Unacceptable	0	No or inadequate response. Fails to demonstrate an ability to meet the requirement/deliver the required outcomes.

Tenderers had to achieve an average moderated score of 2 or more for each scored item. Any scored criteria item receiving an average of less than 2 would result in the Tender being rejected and Tenderer being disqualified from the process.

Tenderers scores for each method statement were multiplied by the relevant weighting to result in a 'weighted score' for that method statement. The weighted scores were then totalled, with the total expressed as an overall score out of 45.

Method Statements		Weighting		
		Tier 1	Tier 2	Tier 3
<b>Quality</b>		<b>45%</b>		
<b>Warranty</b>			<b>20%</b>	
MS1	Details of Warranty Terms & Conditions			10%
MS2	Details of Agent(s) to be used			10%
<b>Delivery</b>			<b>15%</b>	
MS3	Delivery Lead-times			10%
MS4	Delivery and Vehicle Progress			5%
<b>After Sales Support</b>			<b>10%</b>	
MS5	Details of the arrangements for the Provision of After Sales and Technical Support			4%
MS6	Recommended Service intervals and any restrictions			2%
MS7	Handover and Training			2%
MS8	Imprest Stock			2%

## Moderation

The Council decided to take a 'consensus' scoring evaluation approach to this procurement. This meant that, following the independent evaluation of submissions, where there was a difference in individual evaluator scoring for one or more individual questions, a moderation session took place to arrive at an agreed, consensus score. In the event that the evaluators couldn't agree on a final score, the score awarded by the majority would be the consensus score.

## 5. SUMMARY OF EVALUATION

The Invitation to Tender was published electronically via, The Supplying the South West Portal – the Council's chosen procurement portal on 2<sup>nd</sup> June 2023 with a Tender submission date of 1200hrs, 26<sup>th</sup> June 2023.

The Tender opportunity was issued to all 9 organisations of whom were named on each of the respective Lots within the Framework. Of the 9 organisations invited to Tender, 4 submitted Tenders, with 5 not providing a Tender response with no explanation as to why they did not.

The received Tender submissions, were evaluated in accordance with the overall evaluation strategy set out above, and were independently evaluated by Council Officers, all of whom had the appropriate skills and experience, in order to ensure transparency and robustness in the process.

In order to ensure fairness of the process the evaluation Quality, and Price were split, with Price information being held back from the Quality evaluators.

The resulting Quality and Price scores are contained in the confidential paper.

## 6. FINANCIAL IMPLICATIONS

Financial provision has been made for this contract within the project budget. Details of the contractual pricing are contained in the confidential paper.

## 7. RECOMMENDATIONS

It is recommended that a contract(s) for the outright purchase of Street Sweepers & Truck Mounted Sweepers be awarded to the highest scoring Tenderer, for each of the following Lots;

Lot One – 25083/a – Street Sweepers – Aebi Schmidt - £894,963 Total

Lot Two – 25083/b – Truck Mounted Sweepers – Aebi Schmidt - £550,724 Total


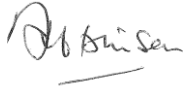
Details of the successful Tenderer(s) have been set out in the confidential paper.

This award will be provisional and subject to the receipt from Aebi Schmidt of the satisfactory self-certification documents.

In the event Aebi Schmidt cannot provide the necessary documentation, the Council reserves the right to award the contract(s) to the second highest scoring Tenderer for each Lot.

## 8. APPROVAL

### Authorisation of Contract Award Report

Author (Responsible Officer / Project Lead)			
<b>Name:</b>	Martin Hoar		
<b>Job Title:</b>	Fleet Services Manager		
<b>Additional Comments (Optional):</b>			
<b>Signature:</b>		<b>Date:</b>	18/10/23
Head of Service / Service Director [Signature provides authorisation to this award report and award of Contract]			
<b>Name:</b>	Philip Robinson		
<b>Job Title:</b>	Service Director for Street Services		
<b>Additional Comments (Optional):</b>			
<b>Signature:</b>		<b>Date:</b>	18/10/2023

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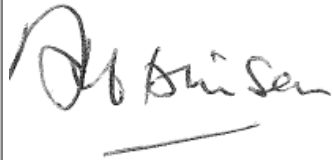
The following relates to exempt or confidential matters (Para(s) 3 of Part 1, Schedule 12A of the Local Govt Act 1972). Any breach of confidentiality could prejudice the Council/person/body concerned & might amount to a breach of the councillors /employees codes of conduct.

Document is Restricted

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# EQUALITY IMPACT ASSESSMENT – FLEET REPLACEMENT

## SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> This is the person completing the EIA template.	Martin Hoar, Fleet Services Manager	<b>Department and service:</b>	Fleet services, Place	<b>Date of assessment:</b>	18/10/2023
<b>Lead Officer:</b> Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Philip Robinson, Service Director for Street services	<b>Signature:</b>		<b>Approval date:</b>	18/10/2023
<b>Overview:</b>	Fleet Replacement Programme Street Sweepers and Truck Mounted Sweepers				
<b>Decision required:</b>	Continue with the on-going Fleet Replacement programme to allocate funding towards phases two and three, replacing end of life vehicles with more up to date technology and reduced maintenance costs.				

## SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

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

**SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT**

<b>Protected characteristics (Equality Act, 2010)</b>	<b>Evidence and information (e.g. data and consultation feedback)</b>	<b>Adverse impact</b>	<b>Mitigation activities</b>	<b>Timescale and responsible department</b>
<b>Age</b>	<p>Plymouth</p> <ul style="list-style-type: none"> <li>• 16.4 per cent of people in Plymouth are children aged under 15.</li> <li>• 65.1 per cent are adults aged 15 to 64.</li> <li>• 18.5 percent are adults aged 65 and over.</li> <li>• 2.4 percent of the resident population are 85 and over.</li> </ul> <p>South West</p> <ul style="list-style-type: none"> <li>• 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64.</li> <li>• 22.3 per cent are aged 65 and over.</li> </ul> <p>England</p> <ul style="list-style-type: none"> <li>• 17.4 per cent of people are aged 0 to 14.</li> </ul>	No adverse impact.		

	<ul style="list-style-type: none"> <li>• 64.2 per cent of people are aged 15 to 64.</li> <li>• 18.4 per cent of people are aged 65 and over.</li> </ul> <p>(2021 Census)</p>			
<p><b>Care experienced individuals</b> (Note that as per the Independent Review of Children’s Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</p> <p>There are currently 195 care leavers aged 18 to 20 (statutory service) and 58 aged 21 to 24 (extended offer). There are more care leavers aged 21 to 24 who could return for support from services if they wished to.</p>	<p>No adverse impact.</p>		
<p><b>Disability</b></p>	<p>9.4 per cent of residents in Plymouth have their activities limited ‘a lot’ because of a physical or mental health problem.</p> <p>12.2 per cent of residents in Plymouth have their activities limited ‘a little’ because of a</p>	<p>No adverse impact.</p>		

	physical or mental health problem (2021 Census)			
<b>Gender reassignment</b>	0.5 per cent of residents in Plymouth have a gender identity that is different from their sex registered at birth. 0.1 per cent of residents identify as a trans man, 0.1 per cent identify as non-binary and, 0.1 per cent identify as a trans women (2021 Census).	No adverse impact.		
<b>Marriage and civil partnership</b>	40.1 per cent of residents have never married and never registered a civil partnership. 10 per cent are divorced, 6 percent are widowed, with 2.5 per cent are separated but still married.  0.49 per cent of residents are, or were, married or in a civil partnerships of the same sex. 0.06 per cent of residents are in a civil partnerships with the opposite sex (2021 Census).	No adverse impact.		
<b>Pregnancy and maternity</b>	The total fertility rate (TFR) for England was 1.62 children per woman in 2021. The total fertility rate (TFR) for Plymouth in 2021 was 1.5.	No adverse impact.		
<b>Race</b>	In 2021, 94.9 per cent of Plymouth’s population identified their ethnicity as White, 2.3 per cent as Asian and 1.1 per cent as Black (2021 Census)  People with a mixed ethnic background comprised 1.8 per cent of the population. 1 per cent of the population use a different term to describe their ethnicity (2021 Census)  92.7 per cent of residents speak English as their main language. 2021 Census data shows	No adverse impact.		

	that after English, Polish, Romanian, Chinese, Portuguese, and Arabic are the most spoken languages in Plymouth (2021 Census).			
<b>Religion or belief</b>	48.9 per cent of the Plymouth population stated they had no religion. 42.5 per cent of the population identified as Christian (2021 Census). Those who identified as Muslim account for 1.3 per cent of Plymouth’s population while Hindu, Buddhist, Jewish or Sikh combined totalled less than 1 per cent (2021 Census).	No adverse impact.		
<b>Sex</b>	51 per cent of our population are women and 49 per cent are men (2021 Census).	No adverse impact.		
<b>Sexual orientation</b>	88.95 per cent of residents aged 16 years and over in Plymouth describe their sexual orientation as straight or heterosexual. 2.06 per cent describe their sexuality as bisexual, 1.97 per cent of people describe their sexual orientation as gay or lesbian. 0.42 per cent of residents describe their sexual orientation using a different term (2021 Census).	No adverse impact.		

**SECTION FOUR: HUMAN RIGHTS IMPLICATIONS**

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
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## SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
<b>Celebrate diversity and ensure that Plymouth is a welcoming city.</b>	No adverse impact.		
<b>Pay equality for women, and staff with disabilities in our workforce.</b>	No adverse impact.		
<b>Supporting our workforce through the implementation of Our People Strategy 2020 – 2024</b>	No adverse impact.		
<b>Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.</b>	No adverse impact.		
<b>Plymouth is a city where people from different backgrounds get along well.</b>	No adverse impact.		