



**Oversight and Governance**

Chief Executive's Department

Plymouth City Council

Ballard House

Plymouth PL1 3BJ

T 01752 305155

[www.plymouth.gov.uk/democracy](http://www.plymouth.gov.uk/democracy)

Published 20/03/24

## Delegated Decisions

### Delegated Executive/Officer Decisions

Delegated Executive and Officer decisions are published 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 Team by 4.30 pm on Wednesday 27 March 2024. 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 decisions detailed below may be implemented on Thursday 28 March 2024 if they are not called-in.

## **Delegated Decisions**

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

- I.a. L62 23/24 - Highways Capital Allocation 2024/25 **(Pages 1 - 40)**
- I.b. L63 23/24 - Passporting Single Accommodation Funding Award to Bournemouth Churches Housing Association (BCHA) **(Pages 41 - 56)**

# EXECUTIVE DECISION

made by a **Cabinet Member**



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

Executive Decision Reference Number – L62 23/24

Decision	
1	<b>Title of decision:</b> Highway Capital Allocation 2024/25
2	<b>Decision maker:</b> Councillor Tudor Evans OBE (Leader of the Council)
3	<b>Report author and contact details:</b> Philip Bellamy (Head of Plymouth Highways) E. <a href="mailto:phil.bellamy@plymouth.gov.uk">phil.bellamy@plymouth.gov.uk</a> Tel. 01752 306947
4	<p><b>Decision to be taken:</b></p> <ol style="list-style-type: none"> <li>1. To allocate within Capital Programme £8,207,039.98 to fund requirements of the Highway Term Maintenance Contract (Minute 22 of Cabinet 13 September 2016 refers);</li> <li>2. To approve the business case which outlines delivery for 2024/25.</li> <li>3. To issue Task Orders for this work under Highway Term Maintenance Contract with South West Highways.</li> </ol> <p><b>Funded by:</b></p> <ol style="list-style-type: none"> <li>I. £372,039.98 of S106 money for the reinforcement of Laira Cycle Footbridge running decking and the installation of lighting across the main bridge span.</li> <li>II. £1,290,000 DfT Maintenance Block Fund; £1,290,000 Dft Pot Hole Fund; £323,000 DfT incentive Fund; £366,000 DfT Additional Pot Hole Fund 23/24; £366,000 DfT Additional Pot Hole Fund 24/25.</li> <li>III. £4,200,000 Corporate Supported borrowing.</li> </ol>
5	<p><b>Reasons for decision:</b></p> <ul style="list-style-type: none"> <li>• Enable essential repair and upgrade works to Laira Cycle Bridge;</li> <li>• Enable the delivery of a 2024/25 Capital Programme to facilitate the improvement of the condition of the public highway and discharge our statutory duty to carry out essential works on Highways Maintained At Public Expense;</li> <li>• Reinstating the structural integrity of roads;</li> </ul>

	<ul style="list-style-type: none"> <li>Improving highway drainage and keeping water off the highway;</li> <li>Supporting economic growth in the city by improving our transport network and reputation for quality of roads.</li> </ul>																				
<b>6</b>	<p><b>Alternative options considered and rejected:</b></p> <ol style="list-style-type: none"> <li><b>Do nothing:</b> Rejected, as this would lead to the dramatic, unmitigated deterioration of network condition, increasing risk to public safety, and causing an inability to meet statutory obligations. This would cause full reliance on revenue, with insufficient external funding, and revenue pressure due to loss of time recharges;</li> <li><b>DfT Funding Only:</b> Rejected as this would lead to the deterioration of the network condition, increased volume of defects, increased volume of claims, increased risk to public safety, and inability to meet statutory obligation. This would result in full reliance on revenue and insufficient external funding, placing future DfT funding allocation at risk;</li> <li><b>Additional Funding ask to achieve Steady State:</b> Impact = Corporate affordability.</li> </ol>																				
<b>7</b>	<p><b>Financial implications and risk:</b></p> <p>An addition of £8,207,039.98 to the Capital Programme to fund requirements of the Highway Term Maintenance Contract (Minute 22 of Cabinet 13 September 2016 refers).</p> <p>This is funded by:</p> <ol style="list-style-type: none"> <li>£372,039.98 of S106 money for the reinforcement of Laira Cycle Footbridge running decking and the installation of lighting across the main bridge span.</li> <li>£1,290,000 DfT Maintenance Block Fund; £1,290,000 DfT Pot Hole Fund; £323,000 DfT incentive Fund; £366,000 DfT Additional Pot Hole Fund 23/24; £366,000 DfT Additional Pot Hole Fund 24/25.</li> <li>£4,200,000 Corporate Supported borrowing.</li> </ol>																				
<b>8</b>	<table border="1"> <thead> <tr> <th>Is the decision a Key Decision? (Please contact <a href="#">Democratic Support</a> for further advice)</th> <th>Yes</th> <th>No</th> <th>Per the Constitution, a key decision is one which:</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>X</td> <td>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</td> </tr> <tr> <td></td> <td></td> <td>X</td> <td>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></td> </tr> <tr> <td></td> <td></td> <td>X</td> <td>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.</td> </tr> <tr> <td><b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b></td> <td colspan="3">N/A</td> </tr> </tbody> </table>	Is the decision a Key Decision? (Please contact <a href="#">Democratic Support</a> for further advice)	Yes	No	Per the Constitution, a key decision is one which:			X	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			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.	<b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b>	N/A		
Is the decision a Key Decision? (Please contact <a href="#">Democratic Support</a> for further advice)	Yes	No	Per the Constitution, a key decision is one which:																		
		X	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																		
		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.																		
<b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b>	N/A																				

9	<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>	Fewer Potholes – Earlier intervention and treatments Keeping Children adults and communities safe – Better Quality Highway Network Providing Quality public Services – Best Practice Engaging our Communities – Ward Councillors, Portfolio Holder and community functions Early Intervention- Identifying at early stage (defects) Spending Money Wisely – Best Value and innovation Engaging our staff – being innovative
10	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	Innovative processes are being adopted by the Highway asset maintenance programme, with reductions being incorporated into the Corporate GHG Monitoring plan. Carbon Impact PDF attached.

**Urgent decisions**

11	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	Yes		(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		No	X	<b>(If no, go to section 13a)</b>


**12a Reason for urgency:**

12b	<b>Scrutiny Chair Signature:</b>	<b>Date</b>	
	<b>Scrutiny Committee name:</b>		
	<b>Print Name:</b>		

**Consultation**

13a	<b>Are any other Cabinet members' portfolios affected by the decision?</b>	Yes	X	
		No		<b>(If no go to section 14)</b>
13b	<b>Which other Cabinet member's portfolio is affected by the decision?</b>	Councillor Mark Lowry (Cabinet Member for Finance) Councillor Mark Coker (Cabinet Member for Strategic Planning and Transport)		
13c	<b>Date Cabinet member consulted</b>	Portfolio Holder Meeting 12 <sup>th</sup> March 2024		

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		David Northey				
		Job title		Service Director for Finance				
		Date consulted		13 <sup>th</sup> March 2024				
<b>Sign-off</b>								
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)			DSI38 23/24			
		Finance (mandatory)			LS/00001312/1/LB/15/3/24			
		Legal (mandatory)			CH 14.03.24 1549			
		Human Resources (if applicable)			N/A			
		Corporate property (if applicable)			N/A			
		Procurement (if applicable)			N/A			
<b>Appendices</b>								
17	Ref.	Title of appendix						
	A	Business Case						
	B	Equalities Impact Assessment						
	C	Climate Impact Assessment						
<b>Confidential/exempt information</b>								
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 1 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					
		<b>Exemption Paragraph Number</b>						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
<b>Background Papers</b>								
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 1 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
<b>Cabinet Member 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>		20/03/2024		
<b>Print Name</b>	Councillor Tudor Evans OBE (Leader of the Council)						

This page is intentionally left blank



# CAPITAL INVESTMENT BUSINESS CASE

Highway Capital Investment Programme 2024/25



## 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 extract or only the key facts from relevant sections i.e. 'project on a page'. The summary is a 'snapshot' of the business case which will need to tell the story and sell the proposal.*

The highway network is the Council's largest capital asset with an estimated replacement cost of in excess £1.6 billion (2019) requiring ongoing maintenance and renewal in order to be kept in a safe and serviceable condition for the travelling public. The asset is vitally important not only for the everyday operation of the City and the lives of its inhabitants but also for ongoing economic development and productivity in all aspects of City life.

Historically, Highway Maintenance has been a largely Revenue based activity and many Highway Authorities continue to fund a significant proportion of Highway Maintenance activity through Revenue. However, the Council's Revenue budgets are under historic pressure and whilst every opportunity is taken to generate income, Capital Investment is essential to insure the resilience and safety of this critical infrastructure. The Capital bid below is for 5 years and is submitted at a level which assumes that the condition of the Highway Asset will be maintained at its current (steady) state.

Plymouth Highways follows best practice in managing maintenance of the highway asset and has modelled long-term maintenance strategies, aimed at achieving a number of outcomes. These are described in the Highways Asset Management Framework and summarised below:

- Maintaining and improving the condition of the public highway.
- Reinstating the structural integrity of roads.
- Improving highway drainage and keeping water off the highway.
- Supporting economic growth in the city by improving our transport network and reputation for quality of roads.
- Continuing the drive away from a reactive service towards a planned and efficient service.
- Improving the safety of the road network to reduce injury collisions in line with statutory requirements, Coroner's recommendations and the City's obligations, as a founder member of the Vision Zero South West Partnership.
- Planned replacement of the City's Traffic Signal infrastructure, as it depreciates, with modern and efficient equipment will help ensure the best use of road space and safety of all road users.

- Planned replacement of the City's street lighting asset, as it depreciates with modern and efficient lighting units and columns will reduce the City Council's energy bill and carbon footprint, reducing the risk of damage and injury associated with failure of columns which is always a greater risk in coastal locations.
- Planned Capital Maintenance of Bridges and other Structures.

The framework places importance on building resilience in response to Climate Change and ensuring that Biodiversity and Carbon Reduction are considered in all maintenance decisions.

Details of the Framework are available on the council's website at: -

[Delivery of highway maintenance | PLYMOUTH.GOV.UK.](#)

Continued investment also secures access to the Department for Transport Funding through the Incentive fund which is allocated on performance. Plymouth is currently in Band 3, judged to be amongst the highest performing Highway Authorities and receives £323,000 Capital Funding per annum in recognition. Band 2 authorities receive 30% of the potential total amount with Band 1 authorities receiving no Incentive Fund grant, it should be noted that this funding stream is not guaranteed, 24/25 award see this funding element embedded with the Pothole, Incentive and maintenance grants.

The absence of a Capital Investment programme undermines existing investment and will precipitate a greater and faster deterioration of the asset leading to higher future investment scenarios to recover. This in turn will increase demand on revenue for reactive maintenance and put the City Council at higher risk of litigation due to greater numbers of safety defects occurring.

Public perception of Highway Services in the UK is measured through the National Highways and Transport Network Survey authorities via 1.2 million questionnaires submitted by local residents 111 participating Authorities. This year's results show that Plymouth's residents place most importance on road safety and the condition of roads but were least satisfied with the condition of roads which was also the most popular choice for improvement to service level and additional expenditure.

Significant additional pressures identified in the areas of Traffic Signals, CCTV, Road Safety and deterioration of the non-resilient road network, along with a significant rise in contractor costs since submission of the previous bid, indicate that an increase in investment would be required to maintain the asset in its current condition and to provide the improvements in congestion management and road safety.

**Inflation**

Since submission of the current Capital Business Case in 2019, UKCPI prices have risen by approx. 26%. Plymouth Highway's Principal Contractor and Suppliers across the construction sector are particularly vulnerable to fluctuations in prices due to their reliance on petrochemical and other imports which have been affected by the Ukraine crisis.

**24/25 Holding Budget**

This Business case illustrates the level of investment required to maintain the asset in a 'Managed decline' over a 1 year period, recognising current budgetary pressures. The 2025/30 budget currently being developed will address this approach and will offer a 'steady State' over a 5-year period. All DfT funding has been recognised – including the 23/24 £366k DfT funding), in addition to available rolled capital allocations within previous funding allocations.

**The Current Challenge**

The highway network in Plymouth was not originally designed or constructed to the standards that would be expected of highways today. As a consequence, many highway assets are less resilient and are entering the mid to end phase of their serviceable lifespan. Increasingly frequent and severe weather events continue to accelerate the deterioration of the highway asset.

**SECTION I: PROJECT DETAIL**

<b>Project Value (indicate capital or revenue)</b>	<b>£8,207,039.98Capital</b>	<b>Contingency (show as £ and % of project value)</b>	0%
<b>Programme</b>	Highways Maintenance	<b>Directorate</b>	Place
<b>Portfolio Holder</b>	CIlr Mark Coker, Strategic Planning and Infrastructure	<b>Service Director</b>	Philip Robinson (Street Services)
<b>Senior Responsible Officer (client)</b>		<b>Project Manager</b>	Philip Bellamy
<b>Address and Post Code</b>		<b>Ward</b>	Citywide

**Current Situation:** *(Provide a brief, concise paragraph outlining the current situation and explain the current business need, problem, opportunity or change of circumstances that needs to be resolved)*

The current Capital Investment Programme ends in the financial year 2023/24. Details of Historic Funding including Department for Transport allocations are given in [Appendix A](#)

**Background**

The highway network and other transport infrastructure assets together represent the largest capital asset the Council holds, with a current replacement cost of £1.6 billion. Used daily by the travelling public for commuting, business and leisure activities; it is crucial to the economic, social and environmental wellbeing of our local communities.

The highway network, which includes carriageways, footways, drainage, street lighting, traffic signals and structures, requires regular planned maintenance and renewal in order to maintain the network in a safe and serviceable condition for the travelling public. With revenue budgets at an historic low for the Council it is essential that Capital Funding is invested to build resilience into this critical infrastructure. The introduction of an Asset Management approach to highway maintenance in Plymouth has enabled the modelling of long-term maintenance strategies, aimed at achieving a number of outcomes:

- Maintaining and improving the condition of the public highway
- Reinstating the structural integrity of roads
- Improving highway drainage and keeping water off the highway
- Supporting economic growth in the city by improving our transport network and reputation for quality of roads
- Continuing the drive away from a reactive service towards a planned and efficient service
- Improving the safety of the road network to reduce injury collisions in line with statutory requirements, Coroner's recommendations and the City's obligations as a founder member of the Vision Zero South West Partnership.
- Planned replacement of the City's Traffic Signal infrastructure, as it depreciates, with modern and efficient equipment will help ensure the best use of road space and safety of all road users.
- Planned replacement of the City's street lighting asset, as it depreciates, with modern and efficient lighting units and columns, will reduce the City Council's energy bill and carbon footprint, reducing the risk of damage and injury associated with failure of columns which is always a greater risk in coastal locations.
- Planned Capital Maintenance of Bridges and other Structures.

### **Historical Funding**

In 2015 the DfT changed their funding model to give local authorities cost certainty of funding for a six-year period, enabling local authorities to financially plan into the future, giving confidence to service providers and supply chains. The Highway Maintenance Efficiency Programme (HMEP) produced an asset management guidance document recommending Authorities commit to a minimum five-year funding model. This approach gave local authorities the opportunity to gain efficiencies through longer term strategic planning. HMEP principles are being maintained and quality delivery reviews are measured by the Incentive Scheme principle now being delivered by DfT by way of an auditable self-assessment arrangement, policed by the Local Authorities' Section 151 Officer

Plymouth City Council has transformed its asset management approach since the launch of HMEP. This has involved upgrading all its asset management systems and investing in surveys to gather data to inform accurate depreciation modelling that will drive investment scenarios to achieve best value.

In recognition of this, Plymouth City Council have been recognised as a top performing authority, achieving Band 3 (top level) status in the DfT's incentive fund scheme, which assesses an authority's competency with regards to asset management.

In order to alleviate the pressure on revenue budgets, and recognising the fiscal challenge faced by Plymouth City Council, it is important to have commitment to capital funding in support of the required minimum statutory duties of the highway service. The need to secure this funding is critical for long-term planning of maintenance activities and providing confidence to our supply chain to deliver greater value for money services.

Capital funds are required to spend on highway maintenance from the DfT Challenge Fund, Incentive funds, previously unallocated DfT funding.

To date, our resilient network (the key routes for traffic throughout the city) has been maintained to a serviceable level.

### **The Current Challenge**

The highway network in Plymouth was not originally designed or constructed to the standards that would be expected of highways today. As a consequence, many highway assets are less resilient and are entering the mid to end phase of their serviceable lifespan. Increasingly frequent and severe weather events have also accelerated the deterioration of the highway asset.

To continue to address this ever-growing challenge, it is now vital that the city Council remains committed to upholding its statutory obligations and the strategic aims set out in the Highways Asset Management Framework. Therefore, the continuation of capital investment to re-build resilience back into this critical asset is essential. Failure to do so will undermine investment to date and lead to greater deterioration, increased demands on revenue, higher future investment scenarios due to not intervening before end of life and higher risk of litigation due to greater numbers of safety defects occurring.

In recognition of the current financial climate, we have modelled a managed decline scenario - we have achieved this by modelling deterioration, prioritisation and identification of appropriate treatments at the right time.

This Business Case has been benchmarked against industry standards and external consultancy from Gaist and Yotta – this is an industry recognised approach for best practice.

**Proposal:** *(Provide a brief, concise paragraph outlining your scheme and explain how the business proposal will address the current situation above or take advantage of the business opportunity) and (What would happen if we didn't proceed with this scheme?)*

### **Investment Scenario**

#### **Managed decline Scenario**

The level of investment required after assumed DfT Funding is taken into account would be £4,200,000 over a 1-year period

#### **Present DfT Funding model per annum: -**

DfT Maintenance Block Fund - £1.29M

DfT Pothole Fund - £1.29M

DfT Incentive Fund - £0.323M

Pothole Additional funding 23/24 - £0.366M

Pothole Additional funding 24/25 - £0.366M

#### **S106 Money**

£372,039.98 for allocation to Laira Bridge Cycle Way for the repair of the failed running decking and replacement of lighting

**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).*

### **Highways Maintenance (BASE Ask)**

As part of our latest Capital finance bid, we will consider each of the main Highway assets and what can be achieved with a minimum level of funding (Base Ask)

The main assets to be covered by this ask are as follows:

#### **Carriageway Maintenance – Reactive**

Figures based on average of 2018/19 to 2022/23 budgets.

Our Capital ask for reactive maintenance can be made based on historical data. Planned carriageway maintenance will have an impact on reactive maintenance levels expected, which is likely to increase if a reduced level of planned maintenance takes place. This budget aligns with the Base Ask and historical data has been used to provide an estimate of future expected levels, notwithstanding the risks associated with a reduced planned maintenance budget, for example:

- Reactive maintenance costs increasing due to increased deterioration and the need to maintain our statutory obligation to manage the road network in a safe condition.

- Increased insurance claims and potential pay-outs due to a decrease in the condition of the carriageway network.
- A decrease in public perception of the quality of the network and a likely increase in customer complaints.
- An increase in numbers of potential reported defects leading to an increased workload for the Highways Safety Inspectors.
- An increase in negative media coverage (pothole Pete?).

Routine carriageway maintenance focusses predominantly on safety defects found on the network through regular inspections and those reported by members of the public. The Highway Safety Inspections Manual which has been updated in line with the code of practice identifies:

- Frequency for routine inspections per road hierarchy
- Investigatory levels
- Time scales for defect repairs

Safety defects are recorded by highway inspectors during the routine inspection of the network. These defects are classified for repair in line with the risk-based approach outlined in the Highway Safety Inspection Manual. These repairs are recorded electronically on Mayrise, the highways maintenance system which enables the effective communication of works orders to contractors and quality assurance of repairs, which can be evidenced. These repairs are also co-ordinated with the structural repair programme to ensure that where efficiencies can be made, they are.

### **Carriageway Maintenance – Velocity Patcher**

Figures based on current year's budget for 2 machines for 6 months.

The Velocity Patcher machine has targeted roads by area where there are defects that may or may not meet our investigatory levels in order to prevent further deterioration. This helps to seal the areas to prevent the ingress of water and reduce the likelihood of new defects occurring. This should show a benefit in a reduction in defects progressing to defect investigatory levels. This year we have had 2 machines working predominantly in 2 wards (Devonport & Stoke) for 6 months and this is looking to achieve at least 8,000 repairs at the same cost as 1,200 traditional saw-cut and inlay repairs. We would be looking to replicate these results going forward in another section of the City. These repairs will address the perceived pothole problem in Plymouth and over time the expectation is that this will start to reduce the number of potholes that reach our intervention levels, saving time and money whilst improving the overall perception of the pothole issue. This process also helps to reduce our carbon footprint because the treatment is cold applied and offers reduced vehicle movements compared to traditional patching methods. The feedback received by the public has been generally positive.

### **Carriageway Maintenance – Planned**

Figures based on the Base Ask of £2.5m overall spend on carriageway planned maintenance (Not including staff costs). The intended split is £1m on the Resilient network and £1.5m on the Non-Resilient network. (The actual ask is for £3m but this includes staff recharge costs, contract lump sum fees and a contingency for ad-hoc jobs that may arise.)

A number of financial and performance driven scenarios were considered and compared. We also considered performance-based targets for the resilient network, which indicated that an initial decline in condition could be allowed with a slightly higher subsequent investment to maintain at the target levels.

Future planned carriageway maintenance works are based on good asset management principles and in particular our Carriageway Lifecycle Plan 2023. Carriageways classified roads are subject to

mechanical SCANNER / SCRIM road condition surveys every year in line with DfT reporting requirements. Unclassified roads are subject to a visual condition survey every 3 years and this feeds into our asset management data, which is then utilised to create deterioration and investment models to provide expected levels of maintenance required to maintain the condition of the carriageways in line with the Asset Management Objectives. The methodologies for these surveys are a combination of machine and high-definition camera survey. The data collected from the survey are used to model lifecycle analysis in Plymouth Asset Management System, Horizons.

The programme of works is developed using the Horizons asset management software. Carriageway schemes generated are taken as a basis for the preparation of work programmes. The works programme is the output of the treatment parameters and rules described in the Lifecycle Plan, and describes in detail the work to be done, the year of implementation and the estimated cost of each scheme.

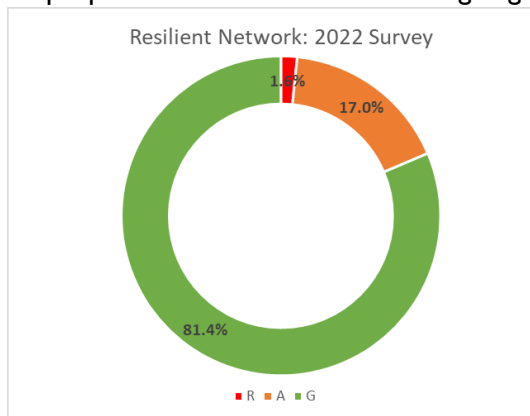
Once the system has identified the schemes for each year, the highway engineers visit each site to validate the treatment extent and treatment options. These schemes then build up the works programmes for each year which is communicated to members and the public once approved by senior stakeholders.

At the end of every year the works that have been undertaken on the highway network are recorded against the network to reset the condition for each of these sites within the asset management system. These historic maintenance records provide valuable insight into the performance and condition deterioration of the carriageway asset.

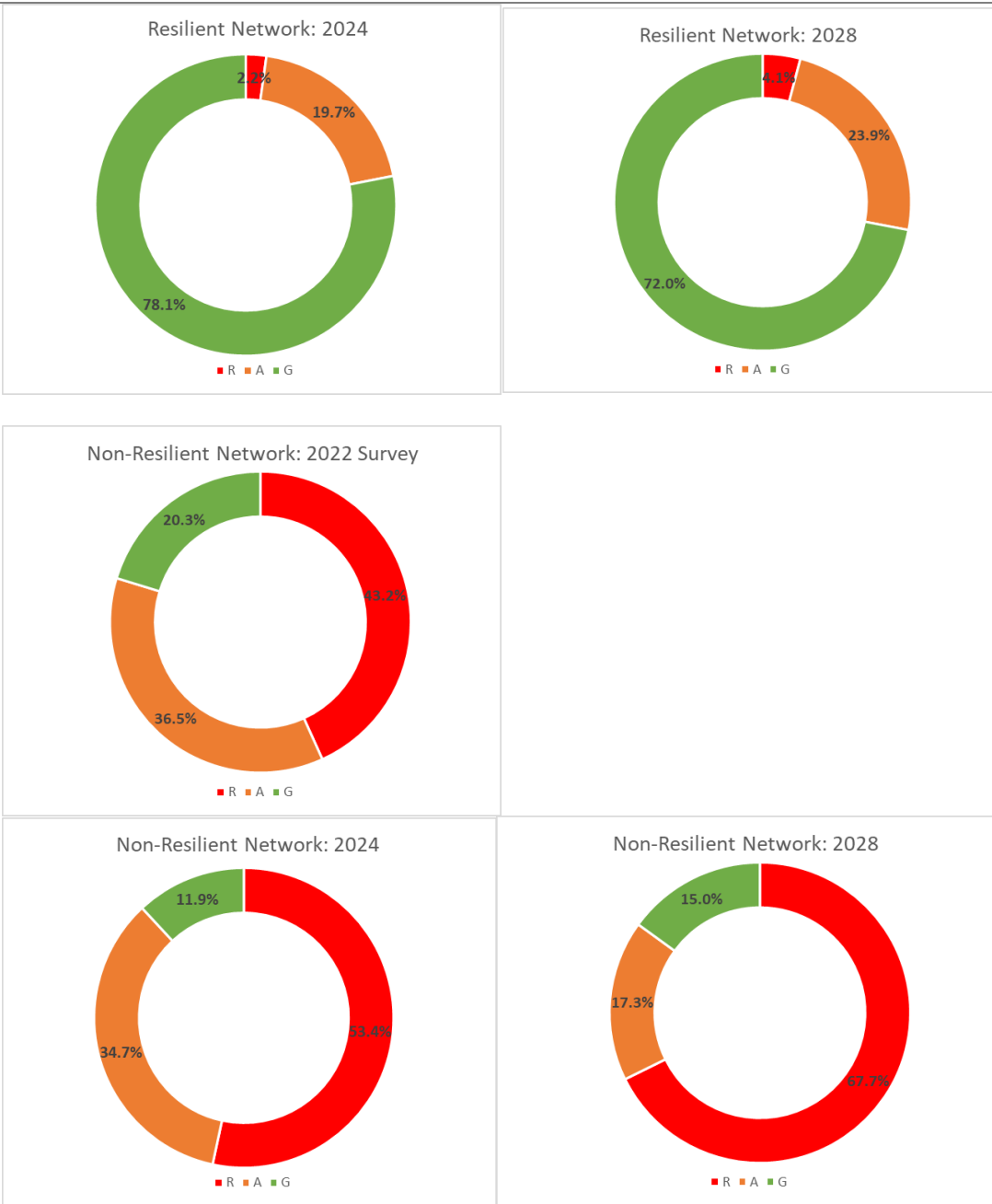
The illustrations below show the current state of both the Resilient and Non-Resilient Highway Networks in the City and the predicted change over 5 years if this suggested Base Ask investment is approved. The conditions of the carriageway are RAG rated with red indicating at failure and green as good condition. The models selected are based on financial scenarios, developed separately for the Resilient Network and the Non-Resilient Network. Both models also show an initial decline in condition grade between the 2022 surveys and the first year on the modelled results, this is due to deterioration in the interim and exacerbated by a number of the areas in the amber condition band being close to becoming red at the time of the survey.

The 2022 survey shows that the Resilient Network was approximately 1.6% in the red condition band. By 2024, this is projected to be around 2.2%. In the given investment scenario, at the end of the 5-year period this is projected to be around 4.1%.

The Non-Resilient network survey from 2022 shows that it was approximately 43.27% in the red condition band. By 2024, due to 10.7% of the network being in the poorer third of amber condition, it is modelled that the proportion on the network in “Red” will reach 53.4%. By 2028, with the specified level of investment this is predicted to have declined significantly to 68.6%, with the proportion of the network showing in good condition deteriorating to 21.9%







**Carriageway Maintenance – Skid Resistance**

Figures are based on the Causeway Scrim survey report and associated estimates, to remedy the high priority defects in the first year.

Skid resistance is managed via the process outlined in the Skid Resistance Policy and Strategy. This generates a prioritised list of sites to investigate each year, with any outcomes feeding into works programmes. Current intervention level designed to hit worst sites in first year and then intervention level will be lowered to tackle further sites.

Skid resistance is also included in works programme models and future scenario models, to take account of the data collected for the classified road network on an annual basis. Skid Resistance data forms another factor in deciding future Planned Maintenance works.

Skid Resistance is considered good practice and helps us to maintain our compliance with Sections 41 and 58 of the Highways Act 1980. By addressing areas of poor skid resistance, we seek to ensure the ongoing safety of the network. This is distinct from the planned maintenance program in that this is not based around degradation of the structural condition of the highway but around the resistance of the carriageway surface to skidding, with safety of road users in mind.

**Footway Maintenance (excl. kerbs) – Reactive**

**Figures based on approximate average of 4 of the last 6 years, not including the lower COVID years of 2019/20 and 2020/21, with an addition for staff recharges, contract lump sum fees and a contingency for ad-hoc jobs that may arise.**

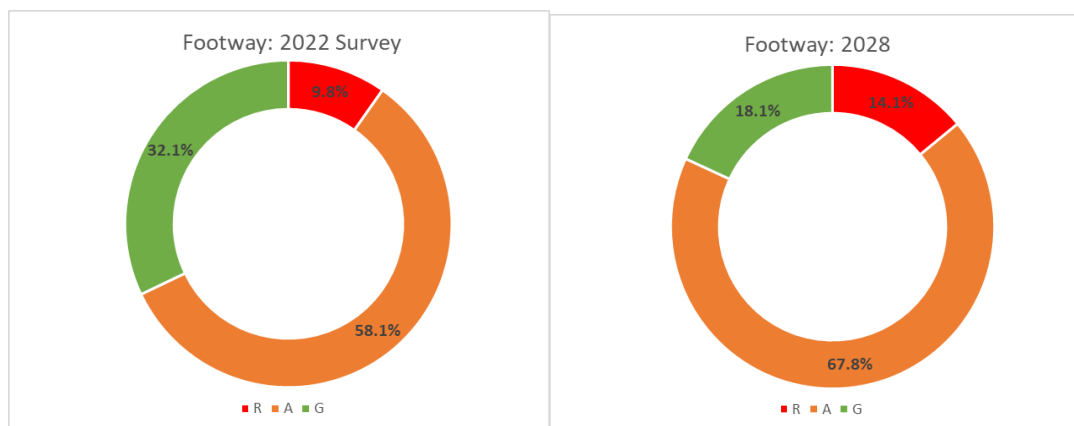
The same caveats apply to Footway reactive maintenance as apply to carriageway reactive maintenance in that a reduced spend on planned maintenance may start to reflect in an increase in reactive maintenance. This also carries the same risks of an increase in defect reports, insurance claims and adverse media coverage.

**Footway Maintenance (excl. kerbs) – Planned**

Figures based on Scenario 1, based on expenditure in line with recent years from the Gaist Plymouth Footway Lifecycle model.

In the Footway Lifecycle Model, 10 different scenarios have been considered ranging from maintaining current Capital budgets to investing heavily to improve the current Footway condition. Modelling is used to compare recent historical condition changes vs actual spends and to predict ongoing condition relative to certain spending budget scenarios. Spending for 2021/22 and 2022/23 has been reduced due to the recent large scale works to expand the Local Full Fibre Network (which has been accounted for in the forecasts). This Capital ask is based on continuing with comparable budgets prior to the reduction for the fibre roll-out, which was Scenario 1 of our potential 10 scenarios.

The maintenance models used predict that the condition of the City Council’s Footway Network will show a significant increase in the proportion of the network in poor (red) condition from the 2022 surveyed rate of 9.8% to 14.1% of the network in 2028. The model also shows a significant decrease in the proportion of the network in good (green) condition from 32.1% in 2022 to 18.1% in 2028.



**Footway Maintenance – Reactive kerb repairs**

Figures based on average of 2018/19 to 2022/23 budgets.

**Lining – Reactive (Safety Defect)**

Figures based on average of 2018/19 to 2022/23 budgets but with an increase due to recent agreements to capitalise more lining works, where larger scale schemes have been required to replace complete junction lining and long lengths of white or yellow lines and to include for staff recharge time.

Reactive lining safety defects are where lines that meet our investigatory levels and although this is difficult to know in advance, we can reasonably assume that historical data will provide an insight into future costs.

### **Lining – Planned**

Based on minimum budget that would allow us to complete lining schemes on major junctions as required, such as major roundabouts and the Resilient network.

This minimum ask is such that we can plan some major junction lining improvements on an annual basis but clearly a lower budget means fewer lining schemes can be undertaken, which could lead to an increase in reactive lining required.

### **Other Street Furniture (Bollards, unlit signs etc.) – Reactive**

Figures based on average of 2018/19 to 2022/23 budgets.

Based on historical data from the last few years we can forecast future costs.

### **Drainage – Planned Improvement Schemes**

Figures based on the potential solutions identified to address known hotspots and eliminate or reduce the risk of potential flooding issues.

### **Drainage – Gully and manhole replacements**

Figures based on Average of 2019/20 - 2022/23.

### **Grit Bin replacements / new installations**

Figures based on average of 2018/19 to 2022/23 budgets (With £1.5k pa addition for staff recharges).

Based on historical data from the last few years and taking into account the ongoing grit bin location review. An additional £10k has been added in year following a grit bin review with identified actions – Portfolio approved process.

### **Vehicle Restraint Systems – Reactive repairs/replacements**

Based on historical data from the last few years of average Capital reactive VRS repairs.

### **Vehicle Restraint Systems – Planned replacements**

Figures based on average Capital spend 2020/21 – 2022/23.

Based on historical data from the last few years and taking account of the sites already identified as being out of specification. First year should complete all “out of spec” timber backed sites, then following years will start to work on further sites around the rest of the network.

### **Survey costs**

For “Carriageways – Planned”. additions have been made to cover the costs of conducting the network video surveys every three years (next due in 2025/26 and 2028/29), and SCANNER and SCRIM surveys every year in line with DfT reporting requirements, based on most recent costs.

### **Staff Time**

Where previous averages do not include staff time and costs, an adjustment has been made to add staff costs based on the existing percentage of budget costs used for the current financial year against the Capital Ask being made. Some adjustment has also been made for future salary increases.

### **Lump Sum payments**

Capitalisation of the Term Maintenance Contract services attract a lump sum payment for their provision and these lump sums (based on 2023/24 payment) have been added to the relevant lines, where applicable.

### **Innovation**

A proportion of each of the above budgets will be directed towards innovative solutions such as Warm Mix Asphalt (WMA), Retexturing of roads where skid resistance has reach trigger levels, Road surface preservation techniques & systems, Velocity pothole repairs, Methyl Methacrylate (MMA) road markings, plastic/recycled kerbs etc.

As Council budgets continue to come under pressure and scrutiny, Councils have to look into more and more innovative solutions that save time and money and also contribute towards carbon savings to help meet Net Zero targets.

### **Structures**

Plymouth has a general duty of care to users and the community to maintain the highway structures in a condition that is fit for purpose. Current HMPE asset holding is as follows:

- 45 Bridges
- 50 Culverts
- 3 Tunnels
- 24 Footbridges
- 48 Subways

Each asset type demands complex engineering solutions to enable accessibility, programme timely remedial works and assure continual service is achieved.

Structures demand a high level of intervention to ensure continuous serviceability and compliance. Failure to invest will result in the continuing decline of condition, resulting in possible safety critical defects, unsatisfactory discharge of statutory obligations and an increase of remedial costs.

**Laira Cycle Bridge** – Repairs to failed running deck and replacement of vandalised lighting installation – surveys carried out and full repair brief developed.

**Street Lighting**

The Highway Lighting asset has a high visual impact on our street scene. As part of our Risk Based approach, based upon our Highway Infrastructure Asset Management Plan 'HIAMP' we maintain these assets in a safe and serviceable condition whilst maximising their serviceable life and reduce the incidences of failure.

Review of the Traffic Regulations and General Directions 2016 have allowed authorities to adapt the lit environment to achieve passive safe installations, reduction in street clutter and rationalisation of our lit environment.

City Centre and shopping areas demand appropriate lighting and control solutions, as do safety specific locations such as pedestrian crossings, high footfall, poor air quality and traffic calming zones. Reinforcement and Engineering solutions need to be delivered to ensure our statutory duties are discharged and continued capital investment is required to achieve our statutory duties. The programmed delivery made possible by approval of this capital bid assures such levels of compliance.

**Traffic Signals**

Much of the City's Traffic Signal asset is at end of life and there is currently no replacement programme in place. Although full advantage is taken of Capital Programmes such as the Transforming Cities Fund there are still many sites across the City where columns and signal controllers need replacement in the near future. Maintaining and improving this asset ensures that traffic is able to move efficiently across the network and ensure that claims against the council in the event of post failure are kept to a minimum.

In addition, there is a requirement to replace all signal heads with LED units by 2026, when the supply of replacement Halogen lamps will stop – the junction controllers will also require replacement / reworking to enable LED heads to be driven.

**CCTV**

A continued investment to upgrade the City's CCTV network from analogue to digital is necessary to enable the efficient management of the network and also delivers partnership benefits with the Police and other emergency services.

**Living Streets**

There is a Capital allocation made to each Ward in the City enabling Ward Councillors to agree funding for small improvements. Examples of the type of schemes funded could be parking schemes, dropped crossings and pedestrian refuges. For more expensive schemes, the allocation

can be rolled into future years, with adjoining wards also collaborating on larger schemes, along with top up funding from other budgets.

### **Collision Reduction**

In the recently published GB Road Safety Performance Index, Plymouth City was found to be the third worst performer in the UK in terms of improvement in collision reduction over the period 2011 to 2019.

Between 2019 and 2022 there were 13 Fatal, 288 Serious and 1327 Slight injury casualties reported on Plymouth's roads by the Police, costing the community an estimated £155m over the 3-year period. A realistic allocation, to enable sites with persistently high casualty rates to be addressed, is needed.

Plymouth City Council is a founding member of the Vision Zero South West Partnership and supports its key aim of reducing the number of Killed and Seriously Injured Casualties on roads in the Southwest by 50% from a baseline of the 2016 to 2018 average by 2030. Currently our latest 3-year average is slightly higher than the baseline.

### **Safer Journeys to School**

The Road Safety Team is working with Schools across the City to introduce 'Safe Zones', 'School Streets' and 'Safer Routes to School'. These use a mixture of liaison with schools and parents, engagement with pupils and physical intervention. This may be to close roads temporarily in the case of school streets, undertake enforcement action which may be physical attendance of a CEO or use of an enforcement camera or simply provide a footway link or crossing point.

### **Speed Management**

Complaints over inappropriate speed on the City's roads are one of the most frequently received by Plymouth Highways and by Ward Councillors who pass them on to be dealt with. The Road Safety Team work closely with the Police and the Vision Zero SW Partnership to address these complaints where possible as the link with speed and severity of injury collision is well established. Requests are frequently for lower speed limits, particularly 20mph Zones, which are often only effective if supported either by traffic calming or camera enforcement.

### **Inclusive Mobility**

The Disability Discrimination Act 1995, as amended, introduced a large number of changes to the way in which the highway environment should be made safer and accessible to all users.

In Plymouth there are many thousands of examples where the City Council might be regarded to be in breach of the Act. A co-ordinated programme of works to address these issues will both

mitigate any liability and improve the lives of those who currently find it difficult to access transport, shops and other community facilities.

**Planned Direction Sign Replacement**

In house design and implementation of in the region of £500,000 worth of signing improvements on the resilient network over the last 4 years was achieved using funding allocated for the Mayflower 400 project. Further improvements have been designed and implemented as part of the Forder Valley Link Road and Interchange schemes. Whilst these projects have delivered significant improvements across the network, surveys undertaken have indicated scope for significant additional improvements to the signing stock on other routes throughout the city with many signs approaching 50 years old with post supports that are corroded.

**Summary**

Overall, this business case outlines the necessity for the Council to invest in its local infrastructure and ensure that the Council’s objective of being a welcoming city is realised by:

- Providing a safer and sustainable highway network.
- Managing the volume of Safety defects across all highway assets.
- Managing the volume of third-party claims.
- 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 Change Agenda.

The major element of Revenue funding for Plymouth Highways is provided by the Parking Service. Parking Revenue over time has been on a decreasing trend as demand for both on street and off street parking has decreased with the increase in internet sales and decline in the City Centre as a shopping destination. This trend has increased through and beyond the Pandemic. Revenue budgets are therefore static with little scope to adjust for the effects of inflation.

**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).*

<b>Do Nothing Option</b>	<b>No Capital investment</b>
<b>List Benefits:</b>	Reduction in Corporate Borrowing in the short term
<b>List Risk / Issues:</b>	Dramatic, unmitigated deterioration of network condition Dramatically increased volume of defects Dramatically increased volume of claims

	Enhanced risk to public safety Inability to meet statutory obligation Full reliance on revenue and insufficient external funding Revenue pressure due to loss of time recharges
<b>Cost:</b>	Undefined due to potential liability increase and recovery cost on asset.
<b>Why did you discount this option</b>	Dramatic increase in Revenue costs across the department and in other departments (Insurance) and enhanced risk to public safety.
<b>Do Minimum Option</b>	<b>DfT Funding Only</b>
<b>List Benefits:</b>	Reduction in Corporate Borrowing in the short term
<b>List Risk / Issues:</b>	Deterioration of network condition Increased volume of defects Increased volume of claims Increased risk to public safety Inability to meet statutory obligation Full reliance on revenue and insufficient external funding Revenue pressure due to loss of time recharges
<b>Cost:</b>	Undefined due to potential liability increase and recovery cost on asset. Includes £0 Corporate Borrowing and £3,635,000 DfT Funding.
<b>Why did you discount this option</b>	Dramatic increase in Revenue costs across the department and in other departments (Insurance) and enhanced risk to public safety.
<b>Viable Alternative Option</b>	Full Required Capital Budget to meet all safety and short/long term asset condition obligations
<b>List Benefits:</b>	Production of Steady State for Highway Asset. Reduction of liability risk and recovery cost on asset.
<b>List Risk / Issues:</b>	Evaluated investment required per year over a 5 year period is £21,037,499.00 Corporate Borrowing and £3,635,000.00 DfT Funding.
<b>Cost:</b>	£105,187,499.53 over a 5 year period (£21,037,499 per year)
<b>Why did you discount this option</b>	Deferred to 2025 - 2030 due to concerns over ability of Corporate to support fiscal ask in 2024/25

<b>Strategic Case:</b>	
<b>Which Corporate Plan priorities does this project deliver?</b>	an efficient transport network
	focus on prevention and early intervention
	a welcoming city
	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.  Focus on Prevention and Early Intervention:



	<p>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>Providing quality public services.</p> <p>Fewer potholes, cleaner, greener streets and transport.</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>
--	--

Milestones and Date:		
Contract Award Date	Start On Site Date	Completion Date
1/4/2024	1/4/2024	31/3/2025

SECTION 2: PROJECT RISK, OUTCOMES AND BENEFITS					
<b>Risk Register:</b> <i>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 risks (cut and paste more boxes if required).</i>					
<b>Potential Risks Identified</b>			<b>Likelihood</b>	<b>Impact</b>	<b>Overall Rating</b>
<b>Risk</b>	Delivery of maintenance affected by resource availability		Low	High	Medium
<b>Mitigation</b>	ECI and procurement arrangement robust		Low	Low	Low
<b>Calculated risk value in £ (Extent of financial risk)</b>	£	<b>Risk Owner</b>	PCC		
<b>Risk</b>	DfT funding reduced in year		Medium	High	High
<b>Mitigation</b>	Flexibility to works programming and contingencies placed		Low	Low	Low
<b>Calculated risk value in £ (Extent of financial risk)</b>	£366k	<b>Risk Owner</b>	PCC		
<b>Risk</b>	Inflation impact		Medium	High	High
<b>Mitigation</b>	Pre-stock of essential items and monitor impact		Medium	Medium	Medium
<b>Calculated risk value in £ (Extent of financial risk)</b>	£1M	<b>Risk Owner</b>	PCC		
<b>Risk</b>			Select value	Select value	Select value
<b>Mitigation</b>			Select value	Select value	Select value

<b>Calculated risk value in £ (Extent of financial risk)</b>	£	<b>Risk Owner</b>	
--	---	-------------------	--

**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:**

Managed risk from insurance cases due to targeted approach on critical assets.

Reduced impact on long term financial requirement due to timely investment.

Mitigation of costly critical asset failure and associated economic disruption.

Enhanced public safety.

Public Perception – Fewer defects  
Improved critical transport infrastructure.

Greater resilience in highways assets

Supporting sustainable transport

Supporting Environmental aims such as assisting with the climate emergency

**SECTION 3: CONSULTATION**

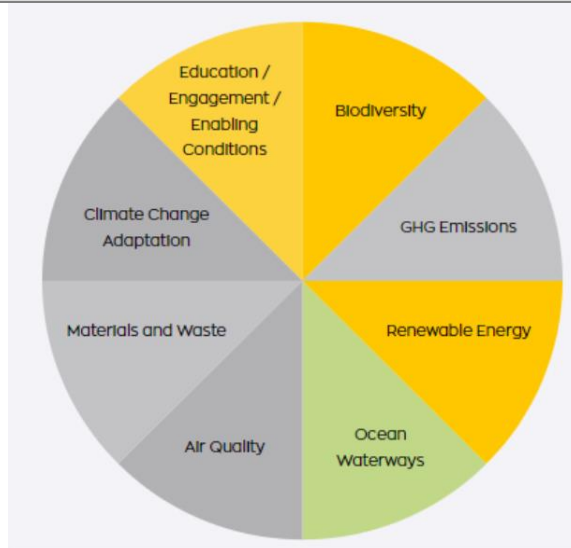
**Does this business case need to go to CMT**

Yes

**Date business case approved by CMT  
(if required)**

**Climate Impact Assessment**

**Upload Climate Impact Wheel**



<b>Summary of the anticipated impact of the proposal on the climate (including any proposed mitigations and impacts beyond 2030)</b>	<p>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.</p> <p>Opportunity to reengineer existing asset layout to reduce energy consumption and CO2 emissions.</p> <p>Biodiversity and Carbon Reduction engineered in surface a treatment types, selection and installation of assets. Traffic Signal UTC arrangements to reduce Carbon emissions.</p> <p>PML engagement to review Light Pollution impact.</p>
--	--

<b>Have you engaged with Procurement Service?</b>		Yes
<b>Procurement route options considered for goods, services or works</b>	Existing TMC Arrangement via South West Highways	
<b>Procurements Recommended route.</b>	TMC	
<b>Who is your Procurement Lead?</b>		
<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>		

<b>Which Members have you engaged with and how have they been consulted (including the Leader, Portfolio Holders and Ward Members)</b>	Portfolio Holder – Cllr Mark Coker
--	------------------------------------

<b>Confirm you have taken necessary Legal advice, is this proposal State Aid compliant, if yes please explain why.</b>	
<b>Who is your Legal advisor you have consulted with?</b>	

<b>Equalities Impact Assessment completed</b> <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/No
--	--------

#### 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.*

<b>Breakdown of project costs</b>	<b>Prev. Yr.</b>	<b>24/24</b>	<b>26/27</b>	<b>27/28</b>	<b>28/29</b>	<b>29/30</b>	<b>Total</b>
			7				

<b>including fees surveys and contingency</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Street Furniture		£415,000					£415,000
Carriageways		£4,160,000					£4,160,000
Footways		£1,700,000					£1,700,000
Drainage		£240,000					£240,000
Local Safety & Minor Schemes		£520,000					£520,000
Living Streets		£200,000					£200,000
Street Lighting Bulb Replacement		£160,000					£160,000
Traffic Signals		£140,000					£140,000
Structures		£300,000					£300,000
Structures S106 – Laira Cycle Bridge		£372,039.98					£372,039.98
<b>Total capital spend</b>		<b>£8,207,039.98</b>					<b>£8,207,039.98</b>

<b>Provide details of proposed funding: Funding to match with Project Value</b>							
<b>Breakdown of proposed funding</b>	<b>Prev. Yr. £</b>	<b>24/25 £</b>	<b>26/27 £</b>	<b>27/28 £</b>	<b>28/29 £</b>	<b>29/30 £</b>	<b>Total £</b>
Corporate Borrowing		£4,200,000					£4,200,000
DfT Funding		£3,635,000					£3,635,000
S106 Money		£372,039.98					£372,039.98
<b>Total funding</b>		<b>£8,207,039.98</b>					<b>£8,207,039.98</b>

S106 or CIL (Provide Planning App or site numbers)	
<b>Which alternative external funding sources been explored</b>	DfT & allocation of relative 106 funding supports Delivery – see above for detailed consideration
<b>Are there any bidding constraints and/or any restrictions or conditions attached to your funding</b>	No
<b>Tax and VAT implications</b>	

<b>Tax and VAT reviewed by</b>	
<b>Will this project deliver capital receipts?</b> <i>(If so please provide details)</i>	

### 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>	£0
<b>Revenue cost code for the development costs</b>	
<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>	N/A
<b>Budget Managers Name</b>	

#### Ongoing Revenue Implications for Service Area

	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)							
<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)							
<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>	N/A		<b>Has this been reviewed by the budget manager</b>			Y	
<b>Name of budget manager</b>	Philip Bellamy						
<b>Loan value</b>	£	<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>	N/A
<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>
Phil Bellamy	25/11/23	V1	Racheal Seekings	02/12/23
Phil Bellamy	05/12/23	V2		
Phil Bellamy	12/03/24	V3	Lynn Walter	13/03/24
Phil Bellamy	14/03/24	V4	Lynn Walter	14/03/24

## SECTION 5: RECOMMENDATION AND ENDORSEMENT

### Recommended Decision

**It is recommended that the Leader of the Council:**


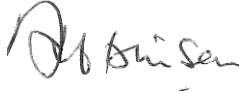
1. Allocates within Capital Programme £8,207,039.98 to fund requirements of the Highway Term Maintenance Contract (Minute 22 of Cabinet 13 September 2016 refers);
2. Approve this business case which outlines delivery for 2024/25.
3. Issues Task Orders for this work under Highway Term Maintenance Contract with South West Highways.

### Funded by:

I. £372,039.98 of S106 money for the reinforcement of Laira Cycle Footbridge running decking and the installation of lighting across the main bridge span.


II. £1,290,000 DfT Maintenance Block Fund;  
£1,290,000 DfT Pot Hole Fund;  
£323,000 DfT incentive Fund;  
£366,000 DfT Additional Pot Hole Fund 23/24;  
£366,000 DfT Additional Pot Hole Fund 24/25.

III. £4,200,000 Corporate Supported borrowing.

<b>Councillor Tudor Evans OBE, Leader of the Council</b>		<b>Service Director: Philip Robinson- Service Director for Street Services</b>	
<b>Either email dated:</b>		<b>Either email dated:</b>	
<b>Or signed:</b> 		 <b>Signed:</b>	
<b>Date: 20/03/24</b>		<b>Date: 20/03/24</b>	

# EQUALITY IMPACT ASSESSMENT – HIGHWAY CAPITAL ALLOCATION 2024/25

## SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> This is the person completing the EIA template.	Mike Jones	<b>Department and service:</b>	SS&W - Highways	<b>Date of assessment:</b>	14/3/2024
<b>Lead Officer:</b> Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Phil Bellamy HOS	<b>Signature:</b>		<b>Approval date:</b>	14/3/2024
<b>Overview:</b>	Enable the delivery of a 2024/25 Capital Programme to facilitate the improvement of the condition of the public highway and discharge our statutory duty to carry out essential works on Highways Maintained At Public Expense. Reinstating the structural integrity of roads. Improving highway drainage and keeping water off the highway. Supporting economic growth in the city by improving our transport network and reputation for quality of roads.				
<b>Decision required:</b>	<ol style="list-style-type: none"> <li>1. To allocate within Capital Programme £8,207,039.98 to fund requirements of the Highway Term Maintenance Contract (Minute 22 of Cabinet 13 September 2016 refers);</li> <li>2. To approve the business case which outlines delivery for 2024/25.</li> <li>3. To issue Task Orders for this work under Highway Term Maintenance Contract with South West Highways.</li> </ol> <p><b>Funded by:</b></p> <ol style="list-style-type: none"> <li>I. £372,039.98 of SI06 money for the reinforcement of Laira Cycle Footbridge running decking and the installation of lighting across the main bridge span.</li> <li>II. £1,290,000 Dft Maintenance Block Fund; £1,290,000 Dft Pot Hole Fund; £323,000 Dft incentive Fund; £366,000 Dft Additional Pot Hole Fund 23/24; £366,000 Dft Additional Pot Hole Fund 24/25.</li> <li>III. £4,200,000 Corporate Supported borrowing.</li> </ol>				

**SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL**

<p><b>Potential external impacts:</b> Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?</p>	<p><b>Yes</b></p>		<p><b>No</b></p>	<p>x</p>
<p><b>Potential internal impacts:</b> Does the proposal have the potential to negatively impact Plymouth City Council employees?</p>	<p><b>Yes</b></p>		<p><b>No</b></p>	<p>x</p>
<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 three)</p>	<p><b>Yes</b></p>		<p><b>No</b></p>	<p>x</p>
<p>If you do not agree that a full equality impact assessment is required, please set out your justification for why not.</p>	<p>See below, although no full EIA required (elements are N/A), pertinent sections completed</p>			

**SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT**

<p><b>Protected characteristics (Equality Act, 2010)</b></p>	<p><b>Evidence and information (e.g. data and consultation feedback)</b></p>	<p><b>Adverse impact</b></p>	<p><b>Mitigation activities</b></p>	<p><b>Timescale and responsible department</b></p>
<p><b>Age</b></p>	<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> </ul>	<p>Cycle commuting between Plymstock and commuter routes south and east of the city of Plymouth detour routes</p>	<p>Temporary closure of bridge – repairs to running surface and illumination</p> <p>Delivery of evaluated Highway Asset Maintenance Programme</p>	<p>12 month duration – Highways</p>



	<ul style="list-style-type: none"> <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> <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>None</p>	<p>N/A</p>	<p>N/A</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.			
<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)	Cycle commuting between Plymstock and commuter routes south and east of the city of Plymouth detour routes	Temporary closure of bridge – repairs to running surface and illumination  Delivery of evaluated Highway Asset Maintenance Programme	12 month duration – Highways
<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).	None	N/A	N/A
<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).	None	N/A	N/A

<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.	None	N/A	N/A
<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 that after English, Polish, Romanian, Chinese, Portuguese, and Arabic are the most spoken languages in Plymouth (2021 Census).	None	N/A	N/A
<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).	None	N/A	N/A
<b>Sex</b>	51 per cent of our population are women and 49 per cent are men (2021 Census).	None	N/A	N/A
<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	None	N/A	N/A

	orientation as gay or lesbian. 0.42 per cent of residents describe their sexual orientation using a different term (2021 Census).			
--	---	--	--	--

**SECTION FOUR: HUMAN RIGHTS IMPLICATIONS**

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	<p>This service recognises Article 14 of Human Rights Act – The right to receive Equal Treatment and prohibits discrimination including sex, race, religion and economic and social status in conjunction with the Equalities Act which includes age and disability.</p> <p>All staff and service users will be treated fairly and that their human rights will be respected.</p> <p>No adverse impact on human rights has been identified.</p>	N/A	N/A

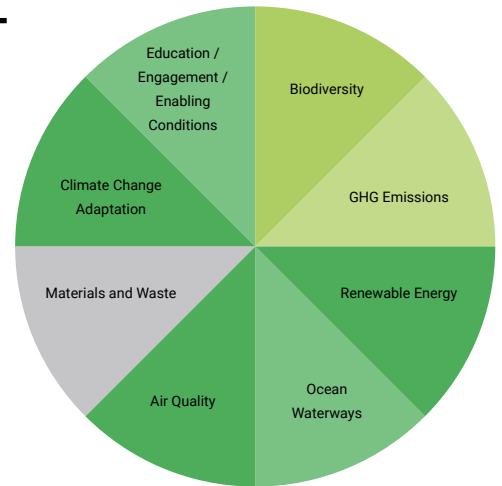
**SECTION FIVE: OUR EQUALITY OBJECTIVES**

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
<b>Celebrate diversity and ensure that Plymouth is a welcoming city.</b>	Cycle commuting between Plymstock and commuter routes south and east of the city of Plymouth detour routes		12 month duration – Highways

<b>Pay equality for women, and staff with disabilities in our workforce.</b>	None	N/A	N/A
<b>Supporting our workforce through the implementation of Our People Strategy 2020 – 2024</b>	Cycle commuting between Plymstock and commuter routes south and east of the city of Plymouth detour routes	Temporary closure of bridge – repairs to running surface and illumination  Delivery of evaluated Highway Asset Maintenance Programme	12 month duration – Highways
<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>	None	N/A	N/A
<b>Plymouth is a city where people from different backgrounds get along well.</b>	None	N/A	N/A

This page is intentionally left blank

# Highways Capital Programme DRAFT



**Assessment ID:** HIG304

**Assessment Author:** Philip Bellamy

**Assessment Initial Summary:**

Carry out essential capital works upon Highways including Pavements, Street Furniture, Structures and Engineering

**Assessment Final Summary:**

Materials and waste are identified as a concern and this is recognised within the main delivery plan, we engage with Suppliers and contractors to ensure re-cycling is carried out where possible. On site reuse of arisings carried out. Trails being delivered to replace concrete products with sustainable options Reduction of energy designed to reduce GHG impact in place by way of CMS project Replacement of Discharge to LED technology will reduce both GHG and expenditure Innovative processes driven by team dynamics in partnership with LCRIG and SWHA drives positive development

**Biodiversity Score:** 2

**Biodiversity Score Justification:** All activity considers Bio Diversity and limitation to emissions, this includes innovative process, Consideration to environment and pollution

**Biodiversity Score Mitigate:** Yes

**Biodiversity Revised Score:** 4

**Biodiversity Revised Score Justification:** Challenge of Supply Chain, Local engagement and link with Street Scene for Bio Diversity nett gain where possible

**GHG Emissions Score:** 2

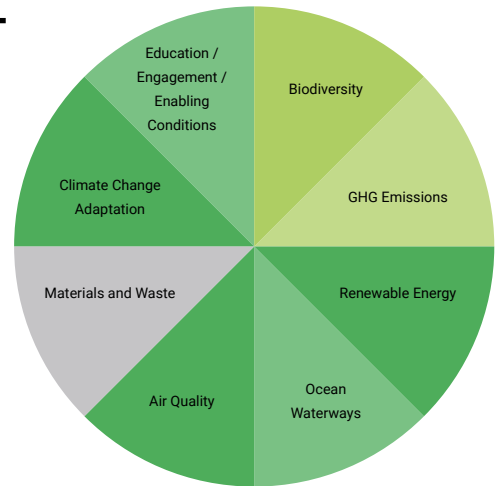
**GHG Emissions Score Justification:** One off impact on green house gas emissions during treatment application

**GHG Emissions Score Mitigate:** Yes

**GHG Emissions Revised Score:** 4

**GHG Emissions Revised Score Justification:** EV fleet adaptation Warn Lay Surface treatments Micro adoptions Water treatments Light Emission control inc temp rendition

# Highways Capital Programme DRAFT



**Renewable Energy Score: 3**

**Renewable Energy Score Justification:** Replacement of existing asset base maintains opportunity to drive RE technology

**Renewable Energy Score Mitigate:** Yes

**Renewable Energy Revised Score: 5**

**Renewable Energy Revised Score Justification:** Adoption of PV units for lighting in placeInfrastructure reinforcement allows for increased interconnectivity

**Ocean and Waterways Score: 4**

**Ocean and Waterways Score Justification:** Development of SuDs and attenuation units reduce impact on combined discharge arrangementsMaintenance of water capture allows for any heavy metals / Micro Plastics to be identified

**Ocean and Waterways Score Mitigate:** Yes

**Ocean and Waterways Revised Score: 5**

**Ocean and Waterways Revised Score Justification:** Partnership with PML allowing identification of impact on waterways, EA and SWW interaction allowing water Management to be more effective and offers positive output

**Air Quality Score: 5**

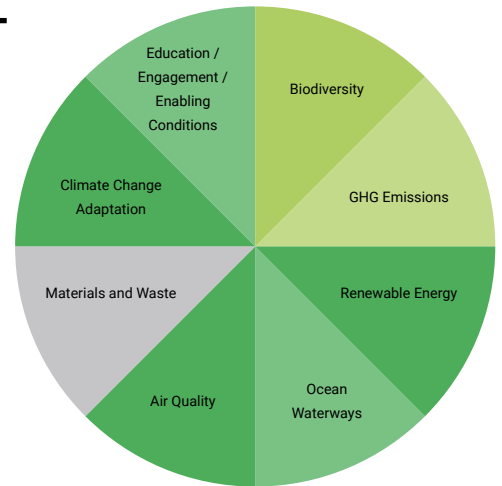
**Air Quality Score Justification:** Air Quality Monitors being rolled out to identify Air Quality Issues and these will enable green wave / smart journey choiceMOVA enablement reduces congestionImproved road surfacing reduces noise, resistance and fuel consumption

**Air Quality Score Mitigate:** No

**Materials and Waste Score: 2**



# Highways Capital Programme DRAFT



**Materials and Waste Score Justification:** Generation of waste materials necessary during works programme

**Materials and Waste Score Mitigate:** Yes

**Materials and Waste Revised Score:** 3

**Materials and Waste Revised Score Justification:** Waste management plans control arisings and waste, recycling arrangements in place, on-site reutilisation of materials carried out where possible (RecoFoam) Full waste impact assessments in controlled format

**Climate Change Adaptation Score:** 4

**Climate Change Adaptation Score Justification:** Projects will reinforce water management and response for adverse weather improvements logged Highway management techniques identified at supply/design stage

**Climate Change Adaptation Score Mitigate:** Yes

**Climate Change Adaptation Revised Score:** 5

**Climate Change Adaptation Revised Score Justification:** Partnerships with EA and SWH ensure maximised positive impact. Structure development on Culverts ensure management of impact

**Education / Engagement / Enabling Conditions Score:** 4

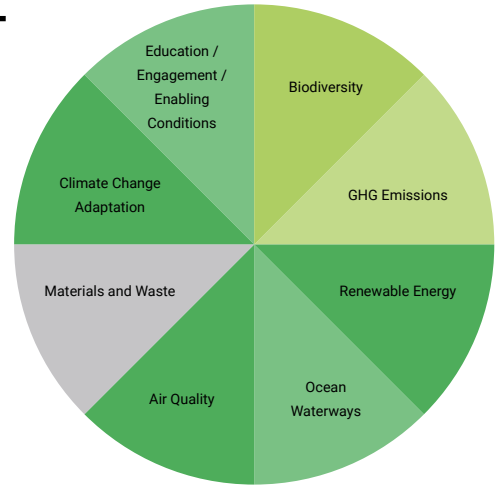
**Education / Engagement / Enabling Conditions Score Justification:** Full engagement with residents when developing project delivery programmes. Portfolio and Ward Councillors work in partnership with Highways ensuring democratic representation

**Education / Engagement / Enabling Conditions Score Mitigate:** Yes

**Education / Engagement / Enabling Conditions Revised Score:** 5

**Education / Engagement / Enabling Conditions Revised Score Justification:** Increase in Cycle way quality and route choice in place. joint working arrangements wit SP&I in new scheme

# Highways Capital Programme DRAFT



developments attendance to Plymouth Cycling Group to maximise impact of programme  
Regular inspection regimes in place to identify defects that could affect Highway user / sustainable transport choice  
Dedicated team for School and college engagements

## Wheel Key

- Long lasting or severe negative impact
- Short term or limited negative impact
- No impact or neutral impact
- Short term or limited positive impact
- Long lasting or extensive positive impact

# EXECUTIVE DECISION

made by a **Cabinet Member**



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

Executive Decision Reference Number – L64 23/24

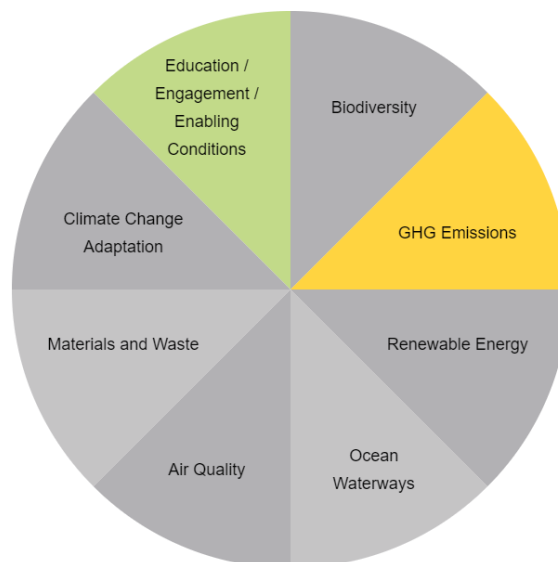
Decision	
1	<b>Title of decision:</b> Passporting Single Accommodation Funding Award to Bournemouth Churches Housing Association (BCHA)
2	<b>Decision maker:</b> Councillor Tudor Evans OBE (Leader of the Council)
3	<b>Report author and contact details:</b> Jackie Kings (Head of Housing Solutions – Community Connections). Tel 01752 305191
4	<p><b>Decision to be taken:</b></p> <ol style="list-style-type: none"> <li>1. Approves the Business Case;</li> <li>2. Approves the transfer of £2,450,000 of DLUHC (Department of Levelling Up Housing and Communities) capital grant; £100,000 virement of Disabled Facilities Grant and revenue grant funding of £399,154 to BCHA, via contract variation to their sub-contract under Complex Lives Alliance Contract PEO/16175</li> <li>3. Authorise the Service Director for Community Connections to approve the terms of such funding awards and approve amendments to contract awards where they do not already have the authority to do so.</li> </ol>
5	<p><b>Reasons for decision:</b></p> <p>Homes England and the Department of Levelling Up, Housing and Communities <b>Single Homelessness Accommodation Programme (SHAP)</b> provides a capital and revenue funding stream aimed at increasing the supported housing provision for single people who are homeless and/ or rough sleeping, as well as young people who are care experienced, with medium to high support needs.</p> <p>Plymouth City Council, applied for capital and revenue funding, under the SHAP and has been awarded £2,450,000 in capital grant to fund the acquisition and refurbishment of a minimum of ten self-contained one bed properties and £399,154 (2024-28) in revenue funding to provide a dedicated support service for single homeless individuals and couples with accessibility needs.</p> <p>Under Executive Decision L48 23/24 the Council intended to use the capital funding to acquire the properties as there was not at that time a partner RP in a position to partner with us and deliver these units. However, BCHA, following successful delivery for us of the units under the Local Authority Housing Fund, are now in a position to deliver these units under the SHAP funding stream also. The Department of Levelling Up, Homes and Communities has stated that the capital funding is for the delivery of ten <i>Accessible Homes</i>, that Disabled Facilities Grant must be used to provide adaptations and that the units must be let at a social rent +10%. BCHA will be the owner of these properties and not the Council. Capital and revenue funding to be passported to BCHA.</p> <p>BCHA is a local specialist registered provider working within the homelessness supported housing sector and a partner in the Plymouth Alliance. They will acquire, refurbish and manage the ten homes, as well as</p>

	<p>to provide the support services to homeless individuals and couples living in the provision. Compared to the Council, BCHA have a greater level of specialist expertise and knowledge to deliver and manage these properties. They are regulated by the Regulator of Social Housing and the Department of Levelling Up, Homes and Communities favours delivery of these schemes through registered providers.</p> <p>The properties are to be acquired and refurbished by March 2025. If this deadline is missed, 5% of the capital funding will be withheld.</p>			
<b>6</b>	<p><b>Alternative options considered and rejected:</b></p> <p>Officers had consulted a wide range of potential delivery partners including registered providers. Only BCHA wish to deliver this programme. The Council delivering this programme has been considered but it does not have the capacity or expertise to manage this specialist supported housing.</p>			
<b>7</b>	<p><b>Financial implications and risk:</b></p> <p>There are minimal risks to PCC as agreed funding is allocated through PCC and BCHA will deliver the project.</p> <p>The ten properties will need to be acquired and refurbished by BCHA by 31<sup>st</sup> March 2025. The Department of Levelling Up, Housing and Communities will withhold 5% of the capital grant and may reduce the revenue award in line with when the properties are ready to be let if this deadline is missed.</p> <ul style="list-style-type: none"> <li>• PCC will co-ordinate the reporting to DLUHC</li> <li>• BCHA is fully responsible for any risks and liabilities that arise from this project</li> </ul> <p>The risk element in receiving the grant is low:</p> <p><b>It is 100% externally funded and as such there is no impact on existing PCC budgets.</b></p> <p>The Council will enter into a funding agreement with BCHA which will contain restrictions on disposal of the properties and how the funding is used.</p>			
<b>8</b>	<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><b>x</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><b>x</b></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><b>x</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>
	<p><b>If yes, date of publication of the notice in the <u>Forward Plan of Key Decisions</u></b></p>	<p>N/A</p>		
<b>9</b>	<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>Significant action is required to meet the homelessness and temporary accommodation demand and reduce budgetary pressures. Rates of homelessness and rough sleeping have been steadily increasing and many have physical disabilities and substance and mobility needs.</p> <p>The purchase of these properties directly and positively addresses the budget pressures faced by the Council as well as improving the health and wellbeing outcomes for homeless individuals with complex lives by providing suitable supported</p>		

		<p>accommodation until they move on to a longer-term accommodation.</p> <p><b>Refurbished to EPC C</b>, aligns with the following PCC policies, plans and priorities:</p> <p><b>Policy HEA8 of the Plymouth Plan</b> outlines aims to ensure everyone has access to a decent, safe and affordable home, achieved through identifying sites and delivery programmes to develop a range of new and affordable homes to rent and buy.</p> <p><b>Section 4.71 of the Plymouth Plan</b> further outlines the significant need for more affordable homes in Plymouth.</p> <p><b>Policy SPT3 of the JLP</b> makes provisions to deliver 4,550 new affordable homes by 2034. In addition, Policy DEV7 of the JLP outlines the need to ensure there is a broad range of housing available to suit households with specific needs, including large family homes.</p> <p>This project will refurbish properties to an EPC C rating, thereby improving the energy efficiency of homes and supporting plans to improve the energy efficiency of homes in Plymouth as outlined in the <b>Climate Emergency Action Plan (CEAP)</b>. A star action of the Plymouth’s Future ‘Our Opportunity.</p>
--	--	---

**10 Please specify any direct environmental implications of the decision (carbon impact)**


Refurbishing 10 homes up to EPC C will improve the energy efficiency of these homes, thereby reducing carbon emissions of these properties, whilst simultaneously reducing fuel poverty/energy costs, and improving tenant comfort. By commissioning these works, we will also support Plymouth’s green economy by further stimulating demand for green jobs, skills, products, services and local collaboration.



**Urgent decisions**

<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 Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		<b>No</b>	<b>x (If no, go to section 13a)</b>

<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>	<input checked="" type="checkbox"/>
		<b>No</b>	<input type="checkbox"/> <b>(If no go to section 14)</b>
<b>13b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>	Councillor Chris Penberthy, Cabinet Member for Housing, Cooperative Development, and Communities.	
<b>13c</b>	<b>Date Cabinet member consulted</b>	15 March 2024	
<b>14</b>	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>	<input type="checkbox"/>
		<b>No</b>	<input checked="" type="checkbox"/>
<b>15</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Gary Walbridge
		<b>Job title</b>	Interim Strategic Director for People
		<b>Date consulted</b>	18 March 2024
<b>Sign-off</b>			
<b>16</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS134 23/24
		<b>Finance (mandatory)</b>	CH 15.03.24 1410
		<b>Legal (mandatory)</b>	LS/00001312/2/AC/15/2/24
		<b>Human Resources (if applicable)</b>	N/A
		<b>Corporate property (if applicable)</b>	N/A
		<b>Procurement (if applicable)</b>	N/A

Appendices								
<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>						
	A	Capital Investment Briefing Note for Passporting Funds						
	B	Equalities Impact Assessment						
Confidential/exempt information								
<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>						
		<b>No</b>	<input checked="" type="checkbox"/>					
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
<b>18b</b>	<b>Confidential/exempt briefing report title:</b>							
Background Papers								
<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>							
<b>Title of background paper(s)</b>		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
<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 and those who do not. For further details please see the EIA attached.</p>							
<b>Signature</b>			<b>Date of decision</b>	20/03/2024				
<b>Print Name</b>	Councillor Tudor Evans OBE (Leader of the Council)							

This page is intentionally left blank



## CAPITAL INVESTMENT BRIEFING NOTE FOR PASSPORTING FUNDS



(BCHA Accessible Homes – SHAP Capital and Revenue Award)

**SCHEME SUMMARY:** *(Provide a brief paragraph outlining the current situation. Explain the details of the proposal and how the proposal will address the issue)*

The Department of Levelling Up, Housing and Communities **Single Homelessness Accommodation Programme (SHAP)** provides a capital and revenue funding stream aimed at increasing the supported housing provision for single people who are homeless and/ or rough sleeping, as well as young people who are care experienced, with medium to high support needs.

The Government has invested £200m in the new Single Homelessness Accommodation Programme to deliver up to 2,400 homes by March 2025, including supported housing. The new accommodation will be aimed at adults experiencing severe multiple disadvantage and specialist accommodation for young people (under 25) who are at risk of, or already experiencing, rough sleeping.

Plymouth City Council, applied for capital and revenue funding, under the SHAP and has been awarded £2,450,000 in capital grant to fund the acquisition and refurbishment of a minimum of ten self-contained one bed properties and £399,154 (2024-28) in revenue funding to provide a dedicated support service for single homeless individuals and couples with accessibility needs.

The Council got approval (L48 23/24) to allocate the £2,450,000 grant to the capital programme. At that time the Council envisaged delivering the homes itself. It has since been approached by Bournemouth Churches Housing Association (BCHA) who have agreed to acquire, refurbish and manage the ten homes, as well as to provide the support services to homeless individuals and couples living in the provision.

BCHA is a local specialist registered provider working within the homelessness supported housing sector and a partner in the Plymouth Alliance.

The capital grant cannot cover 100% of the acquisition and refurbishment costs and so BCHA will use a proportion of loan finance and Disabled Facilities Grant

The properties are to be acquired and refurbished by March 2025.

**STRATEGIC CASE:** *(How will this proposal meet corporate priorities? Explain how the project delivers or supports delivery of Plymouth Plan / Joint Local Plan Policies (including policy references))*

Significant action is required to meet the homelessness and temporary accommodation demand and reduce budgetary pressures. A snapshot of data from the 30th of March 2023 shows that there were 3,890 households with disability on the Devon Home Choice register who were not in suitable longer-term housing designed to meet their needs.

The Housing Needs of Physically Disabled People in Plymouth’ report from 2015 identified that at least 330 additional fully wheelchair accessible units would be required in the city by 2024 to address unmet need. The report noted these properties should be affordable homes, alongside some provision in the private sector. 50% of need was estimated to be for one-bedroom homes.

**Snapshot of the number of Plymouth households with a one bedroom need for accessible housing on Devon Home Choice (30/03/2023)**

	<b>1 Bedroom</b>
Maximum of 3 Steps	724
Step Free	442
Wheelchair Accessible	93

**Source: Devon Home Choice**

- One-bedroom self-contained properties are in high demand.
- 1,757 households on DHC are waiting for an offer of accessible property.

Using information from the Plymouth Housing Options service working with households who are homeless or at risk of homelessness, there has been a rise in the numbers of those who have approached Plymouth City Council due to disability or health-related conditions:

**Number of homeless approaches for disability or health related conditions**

<b>Year</b>	<b>Number</b>
<b>2020/2021</b>	31
<b>2021/2022</b>	40
<b>2022/2023</b>	69

**Source: Plymouth City Council, Housing Options Team**

BCHA proposes to utilise the awarded capital and revenue grant, as well as their own loan finance, to purchase ten self-contained properties for homeless individuals with mobility needs. BCHA currently has supported housing services, where individuals are successfully housed and supported through their homelessness journey. There is also three-year revenue funding to deliver services to those living in the properties.

The purchase of these properties directly and positively addresses the budget pressures faced by the Council as well as improving the health and wellbeing outcomes for homeless individuals with mobility needs by providing supported accommodation until they move on to a longer-term accommodation.

<b>OUTCOMES AND BENEFITS:</b> <i>(List the outcomes and benefits expected from this project)</i>	
<b>Financial outcomes and benefits:</b>	<b>Non-financial outcomes and benefits:</b>
This service will increase the supported housing provision for homeless individuals with medium to high support needs. This will lower the number of individuals being placed in B&B under a statutory homelessness duty.	Homeless individuals will have access to specialist supported accommodation which aims to meet their needs and reduce levels of homelessness and rough sleeping in the City.

<b>KEY RISKS:</b> <i>(Identify the risks, level of risks and measures in place to mitigate the risks)</i>
<p>There are minimal risks to PCC as agreed funding is allocated through PCC and BCHA will deliver the project.</p> <p>The ten properties will need to be acquired and refurbished by BCHA by 31<sup>st</sup> March 2025. The Department of Levelling Up, Housing and Communities will withhold 5% of the capital grant and may reduce the revenue award in line with when the properties are ready to be let, if this deadline is missed.</p> <ul style="list-style-type: none"> <li>• PCC will co-ordinate the reporting to DLUHC</li> <li>• BCHA is fully responsible for any risks and liabilities that arise from this project</li> </ul> <p>The risk element in receiving the grant is low:</p> <p><b>It is 100% externally funded and as such there is no impact on existing PCC budgets.</b></p> <p>The money will be paid to BCHA on completion of a funding agreement with the Council which will for a period of 30 years require BCHA to:</p> <ul style="list-style-type: none"> <li>• Require them to use the money only for the approved purpose of homelessness accommodation</li> <li>• Insure and maintain the properties</li> <li>• Not dispose of the properties without the Council's consent</li> <li>• Keep records of expenditure and provide copies to the Council on request</li> </ul> <p>The restriction on disposal will be protected by a restriction on the registered title to the properties.</p>
<b>MILESTONES AND DATES:</b> <i>(delivery timescales)</i>
<p>The funds are to be awarded as soon as possible and the projects will be complete by 31<sup>st</sup> March 2025. It is forecast that 100% of the capital grant will be released in 2024/25. The revenue grant will be paid in annual tranches (2024- 2028).</p>

**FUNDING:** *(Include : PCC accountable body status, passporting funding to the provider, who is responsible for delivery, back to back funding agreement, ongoing PCC revenue implications)*

PCC will co-ordinate the data and financial reporting to the Department of Levelling Up, Housing and Communities. BCHA will provide quarterly reports and evidence the eligible spend has occurred.

BCHA will receive £2,450,000 of capital grant funding to purchase ten properties. They will contribute their own funds to acquire, refurbish and set up these properties.

The three-year revenue award to fund the support service will be transferred to BCHA through the Plymouth Alliance via a contract variation.

Reviewed by Revenue Accountant : Nathan Franklin


## RECOMMENDATION

It is recommended that the Leader of the Council:

1. Approves the Business Case;
2. Approves the transfer of £2,450,000 of DLUHC (Department of Levelling Up Housing and Communities) capital grant; £100,000 virement of Disabled Facilities Grant and revenue grant funding of £399,154 to BCHA, via contract variation to their sub-contract under Complex Lives Alliance Contract PEO/16175;
3. Authorises the Service Director for Community Connections to approve the terms of such funding awards and approve amendments to contract awards where they do not already have the authority to do so.

# EQUALITY IMPACT ASSESSMENT – PURCHASE OF ACCESSIBLE HOMES FOR SINGLE HOMELESS INDIVIDUALS AND COUPLES

## SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> This is the person completing the EIA template.	Ruth Tune-Holmes	<b>Department and service:</b>	Community Connections	<b>Date of assessment:</b>	February 2024
<b>Lead Officer:</b> Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Jackie Kings	<b>Signature:</b>		<b>Approval date:</b>	15 March 2024
<b>Overview:</b>	PCC is facing increased demand from people who are homeless or threatened with homelessness and in turn is spending a lot of money on providing emergency and temporary accommodation. This project will directly deliver good quality, affordable, accessible temporary supported accommodation in Plymouth for homeless individuals. It is being funded by external capital and revenue funding, BCHA loan finance and Disability Facilities Grant. BCHA to buy 10 accessible properties, and these will be let to homeless individuals who have accessibility and support needs				
<b>Decision required:</b>	<ol style="list-style-type: none"> <li>1. Approves the Business Case;</li> <li>2. Approves the transfer of £2,450,000 of DLUHC (Department of Levelling Up Housing and Communities) capital grant; £100,000 virement of Disabled Facilities Grant and revenue grant funding of £399,154 to BCHA, via contract variation to their sub-contract under Complex Lives Alliance Contract PEO/16175;</li> <li>3. Authorises the Service Director for Community Connections to approve the terms of such funding awards and approve amendments to contract awards where they do not already have the authority to do so.</li> </ol>				

**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>	<b>x</b>
<b>Potential internal impacts:</b> Does the proposal have the potential to negatively impact Plymouth City Council employees?	<b>Yes</b>		<b>No</b>	<b>x</b>
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>	<b>x</b>
If you do not agree that a full equality impact assessment is required, please set out your justification for why not.	Full EIA not required as the purchase and provision of supported accommodation is inclusive to those experiencing homelessness in line with legislation. There is no risk of discrimination.			

**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>	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>	No adverse impact	This will be monitored through letting arrangements	Ongoing, Community Connections

	<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> <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></p> <p>(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). 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>This will be monitored through letting and other relevant reporting arrangements</p>	<p>Ongoing, Community Connections</p>

<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)	No adverse impact	This will be monitored through letting arrangements	Ongoing, Community Connections
<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	This will be monitored through letting arrangements	Ongoing, Community Connections
<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	Not applicable	Not applicable
<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	Not applicable	Not applicable
<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 that after English, Polish, Romanian, Chinese, Portuguese,	No adverse impact	This will be monitored through letting arrangements	Ongoing, Community Connections



	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	This will be monitored through letting arrangements	Ongoing, Community Connections
<b>Sex</b>	51 per cent of our population are women and 49 per cent are men (2021 Census).	No adverse impact	This will be monitored through letting arrangements	Ongoing, Community Connections
<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	This will be monitored through letting arrangements	Ongoing, Community Connections

**SECTION FOUR: HUMAN RIGHTS IMPLICATIONS**

<b>Human Rights</b>	<b>Implications</b>	<b>Mitigation Actions</b>	<b>Timescale and responsible department</b>
	Plymouth City Council recognises Article 14 of the Human Rights Act – The right to receive Equal Treatment and prohibits discrimination including sex, race, religion and economic and social status in conjunction with the Equalities Act which includes age and disability.	Not applicable	Not applicable

	All staff and service users will be treated fairly and their human rights will be respected. No adverse impact on human rights has been identified.		
--	--	--	--

## 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 implications	Not applicable	Not applicable
<b>Pay equality for women, and staff with disabilities in our workforce.</b>	No implications	Not applicable	Not applicable
<b>Supporting our workforce through the implementation of Our People Strategy 2020 – 2024</b>	No implications	Not applicable	Not applicable
<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 implications	Not applicable	Not applicable
<b>Plymouth is a city where people from different backgrounds get along well.</b>	This housing provision will be part of the community. People will live in them and will become part of the local community. BCHA will ensure they have a management plan for this housing provision	Community Cohesion monitored by PCC	Ongoing, Nicola Greenfield Head of Homelessness