



**Oversight and Governance**

Chief Executive's Department

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## Delegated Decisions

### Delegated Executive/Officer Decisions

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

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

Notice of call-in for non-urgent decisions must be given to the Democratic Support Team by 4.30 pm on 30 May 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 31 May 2024 if they are not called-in.

## Delegated Decisions

**1. Councillor Mark Coker (Cabinet Member for Strategic Planning and Transport):**

1a. SPT01 24/25 THE CITY OF PLYMOUTH (TRAFFIC REGULATION ORDERS) (AMENDMENT ORDER NO. 2024.2137289 CIVIC SQUARE) ORDER THE CITY OF PLYMOUTH (TRAFFIC REGULATION ORDERS) (TAXI RANKS) (AMENDMENT ORDER NO. 2024.2137289 CIVIC SQUARE) ORDER

**(Pages 1 - 18)**

**2. Councillor Sally Haydon (Cabinet Member for Community Safety, Libraries, Events, Cemeteries, and Crematoria):**

2a. CSLCC01 24/25 - The revocation and removal of the Guildhall Square appointed hackney carriage stand (taxi rank).

**(Pages 19 - 36)**

**3. Gary Walbridge (Interim Strategic Director for Adults, Health and Communities):**

3a. COD02 24/25 Direct Contract Award: Plymouth Domestic Abuse Service

**(Pages 37 - 50)**

# EXECUTIVE DECISION

made by a Cabinet Member



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


Executive Decision Reference Number – SPT01 24/25

Decision	
1	<p><b>Title of decisions:</b> THE CITY OF PLYMOUTH (TRAFFIC REGULATION ORDERS) (AMENDMENT ORDER NO. 2024.2137289 CIVIC SQUARE) ORDER</p> <p>&amp;</p> <p>THE CITY OF PLYMOUTH (TRAFFIC REGULATION ORDERS) (TAXI RANKS) (AMENDMENT ORDER NO. 2024.2137289 CIVIC SQUARE) ORDER</p>
2	<p><b>Decision maker:</b> Councillor Mark Coker, Cabinet Member for Strategic Planning and Transport</p>
3	<p><b>Report author and contact details:</b> Amy Neale, Senior Traffic Management Technician, email: <a href="mailto:trafficmanagementinbox@plymouth.gov.uk">trafficmanagementinbox@plymouth.gov.uk</a></p>
4	<p><b>Decision to be taken:</b></p> <p>To implement the following amendments to The City of Plymouth (Traffic Regulation and Street Parking Places) (Consolidation) Order 2004 &amp; The City of Plymouth (Traffic Regulation Orders) (Taxi Ranks) (Consolidation) Order 2022.</p> <p><b>The effect of the order shall be to:</b></p> <ol style="list-style-type: none"> <li><b>1. Add/Amend/Revoke Parking Restrictions on lengths of the following roads:</b> Armada Way, Guildhall Square &amp; Princess Street</li> <li><b>2. Revoke the Taxi Rank on Guildhall Square</b></li> </ol> <p><b>As set out in the briefing report.</b></p>
5	<p><b>Reasons for decision:</b></p> <p>Refurbishment of the existing Civic Square, aiming to restore Jellicoe’s vision for the square ‘a civic amenity to be enjoyed by townspeople at all times’. The TRO amendments are required to allow the improvement of public, pedestrian city centre space, and improved cycling links across the city centre.</p> <p>The TRO proposes the:</p> <ul style="list-style-type: none"> <li>• Removal of seven existing car parking spaces in Armada Way</li> <li>• Provision of six new car parking spaces in Princess Street</li> <li>• Removal of two areas of motorcycle parking outside of the Guildhall and their relocation to an existing cycle parking area at the entrance to the Civic Centre carpark (cycle parking being replaced within Civic Square)</li> </ul>

	<p>This proposal is submitted on the back of three phases of public realm improvements within Civic Square which have visually upgraded the area, restored historic features and provided enhanced cycling provision.</p> <p><u>Parking Changes</u></p> <p>Previously as part of the Civic Square project, seven additional car parking spaces were provided within the Guildhall Park to facilitate the reduction of car parking provision within Armada Way. It is also proposed that a further six new car parking spaces are provided within Princess Street. The removal of the car parking spaces will open up views of the Guildhall and the enhanced visibility will improve safety for cyclists and pedestrians, especially those transitioning from the shared cycling and pedestrian space in Civic Square to Armada Way.</p>			
6	<p><b>Alternative options considered and rejected:</b></p> <p><b>Do Nothing</b> – This would not achieve the decluttering of the area outside of the Historic Guildhall</p> <p><b>Do not provide alternative parking provision beyond the seven car parking spaces already provided within the Guildhall car park</b>– This would reduce the availability of car parking in the area and would reduce car parking income, it would also not provide any replacement motorcycle parking</p> <p><b>Replacing the Taxi Rank elsewhere</b> – a number of other nearby locations were considered for relocating the taxi rank but none were considered suitable and there was no demonstrated need for its replacement.</p>			
7	<p><b>Financial implications and risks:</b></p> <p>The Traffic Regulation Orders (TRO's) and associated works are being funded by an existing £2.273m funding package for Civic Square comprising funding by Transforming Cities Fund, Active Travel Fund, Historic England's Active Travel Fund and Corporate Borrowing. The cost of the car park relining works is £4050.</p>			
8	<p><b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)</p>	<p><b>Yes</b></p>	<p><b>No</b></p>	<p><b>Per the Constitution, a key decision is one which:</b></p> <p>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</p> <p>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></p> <p>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.</p>

	<b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b>			
<b>9</b>	<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>	The Local Transport Plan (LTP) details the transport strategies and policies that the City Council has adopted and will be key in helping the city meet its Corporate Plan priorities, and growth agenda.		
<b>10</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	None.		
<b>Urgent decisions</b>				
<b>11</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	<b>Yes</b>		(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		<b>No</b>	x	<b>(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>		
		<b>No</b>	x	<b>(If no go to section 14)</b>
<b>13b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>			
<b>13c</b>	<b>Date Cabinet member consulted</b>			
<b>14</b>	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>		If yes, please discuss with the Monitoring Officer
		<b>No</b>	x	

<b>I5</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Anthony Payne					
		<b>Job title</b>	Strategic Director for Place					
		<b>Date consulted</b>	02/04/2024					
<b>Sign-off</b>								
<b>I6</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS02 24/25					
		<b>Finance (mandatory)</b>	DJN.24.25.001					
		<b>Legal (mandatory)</b>	LS/2960(10)/JP/03 0424.					
		<b>Human Resources (if applicable)</b>	N/A					
		<b>Corporate property (if applicable)</b>	N/A					
		<b>Procurement (if applicable)</b>	N/A					
<b>Appendices</b>								
<b>I7</b>	<b>Ref.</b>	<b>Title of appendix</b>						
	A	Briefing report for publication						
	B	Equalities Impact Assessment						
<b>Confidential/exempt information</b>								
<b>I8a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>I8b</b> below.					
		<b>No</b>	x	(Keep as much information as possible in the briefing report that will be in the public domain)				
		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>I8b</b>	<b>Confidential/exempt briefing report title:</b>							
<b>Background Papers</b>								
<b>I9</b>	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for							

	publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.						
Title of background paper(s)	Exemption Paragraph Number						
	1	2	3	4	5	6	7
Cabinet Member Signature							
<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>	22/05/2024			
<b>Print Name</b>	Councillor Mark Coker						

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# CIVIC SQUARE

## 1. INTRODUCTION

This report seeks delegated authority to implement amendments to The City of Plymouth (Traffic Regulation and Street Parking Places) (Consolidation) Order 2004 & The City of Plymouth (Traffic Regulation Orders) (Taxi Ranks) (Consolidation) Order 2022 in association with the Civic Square scheme.

## 2. TRAFFIC REGULATION ORDERS REQUIRED

2.1 The elements that need a Traffic Regulation Order are as follows:

### No Waiting At Any Time

- Armada Way, the east side from a point 69 metres north of its junction with Princess Street to its junction with Guildhall Square
- Armada Way, the north & west side from a point 70 metres north of its junction with Princess Street northwards & eastwards to its junction with Guildhall Square
- Guildhall Square, the south side from its junction with Armada Way for a distance of 44 metres in an easterly direction
- Princess Street, the north side from a point 58 metres east of its junction with Civic Centre Car Park to a point 18.5 metres east of its junction with Princess Street Ope
- Princess Street, the north side from a point 24.5 metres east of its junction with Princess Street Ope for a distance of 11 metres in an easterly direction
- Princess Street, the north side from a point 41.5 metres east of its junction with Princess Street Ope to its junction with Catherine Street
- Princess Street, the south side from its junction with Princess Way to a point 32 metres east of its junction with Civic Centre Car Park
- Princess Street, the south side from a point 44 metres east of its junction with Civic Centre Car Park for a distance of 14 metres in an easterly direction
- Princess Street, the south side from a point 64 metres east of its junction with Civic Centre Car Park to a point 39 metres west of its junction with Princess Street Ope
- Princess Street, the south side from a point 19 metres east of its junction with Princess Street Ope for a distance of 7 metres in an easterly direction
- Princess Street, the south side from a point 32 metres east of its junction with Princess Street Ope for a distance of 10 metres in an easterly direction
- Princess Street, the south side from a point 57 metres east of its junction with Princess Street Ope to its junction with Catherine Street

### Pay And Display At Any Time

- Princess Street, the north side from a point 18.5 metres east of its junction with Princess Street Ope for a distance of 6 metres in an easterly direction
- Princess Street, the north side from a point 35.5 metres east of its junction with Princess Street Ope for a distance of 6 metres in an easterly direction
- Princess Street, the south side from a point 58 metres east of its junction with Civic Centre Car Park for a distance of 6 metres in an easterly direction
- Princess Street, the south side from a point 26 metres east of its junction with Princess Street Ope for a distance of 6 metres in an easterly direction

- Princess Street, the south side from a point 42 metres east of its junction with Princess Street Ope for a distance of 15 metres in an easterly direction
- Princess Street, the south side from a point 32 metres east of its junction with Civic Centre Car Park for a distance of 12 metres in an easterly direction

#### **No Loading/Unloading At Any Time**

- Armada Way, the east side from a point 69 metres north of its junction with Princess Street to its junction with Guildhall Square
- Armada Way, the north & west side from a point 70 metres north of its junction with Princess Street northwards & eastwards to its junction with Guildhall Square
- Guildhall Square, the south side from its junction with Armada Way for a distance of 44 metres in an easterly direction
- Princess Street, the south side from a point 44 metres east of its junction with Civic Centre Car Park for a distance of 14 metres in an easterly direction
- Princess Street, the south side from a point 64 metres east of its junction with Civic Centre Car Park to a point 39 metres west of its junction with Princess Street Ope

#### **No Loading/Unloading Mon-Sat 8am-6pm**

- Princess Street, the south side from its junction with Lockyer Street to a point 32 metres east of its junction with Civic Centre Car Park

### **REVOCATIONS**

#### **Taxi Rank**

- Guildhall Square

#### **No Waiting At Any Time**

- Princess Street, the south side, from a point 22 metres east of the junction with Princess Street Ope for a distance of 22 metres in an eastern direction
- Princess Street, the south side, from a point 57 metres east of its junction with Princess Street Ope for a distance of 8 metres in an easterly direction
- Princess Street, the north side, North side from its junction with Catherine Street to a point 58 metres east of the junction with the entrance to the civic centre car park
- Princess Street, the south side, South side from a point 39 metres west of its junction with Princess Street Ope westwards to its junction with Princess Way.
- Armada Way, the west side, West side from a point 70 metres north of its junction with Princess Street northwards for a distance of 2 metres.
- Armada Way, the west side, West side from a point 102 metres north of its junction with Princess Street northwards for a distance of 2 metres.
- Armada Way, the west side, West side from its junction with Royal Parade southwards to a point 9 metres south of the extended northern kerbline of the access road to Guildhall Square car park.
- Armada Way, the east side, side from a point 31 metres south of its junction with Guildhall Square to a point 69 metres north of its junction with Princess Street
- Armada Way, the east side, from its junction with Guildhall Square for a distance of 15 metres in a southerly direction
- Armada Way, the north side, for its entire length.

- Armada Way, the west side, from a point 117 metres north of its junction with Princess Street for a distance of 15 metres in a northerly direction
- Guildhall Square, the south side, from its junction with Armada Way to a point 23 metres east of that junction
- Guildhall Square, the south side, from a point 30 metres east of its junction with Armada Way to a point 47 metres east of that junction

#### **No Loading/Unloading At Any Time**

- Armada Way, the west side, West side from its junction with Royal Parade southwards to a point 9 metres south of the northern kerbline of the access road to Guildhall Square car park.
- Armada Way, the east side, side from a point 31 metres south of its junction with Guildhall Square to a point 69 metres north of its junction with Princess Street
- Armada Way, the east side, from its junction with Guildhall Square for a distance of 15 metres in a southerly direction
- Armada Way, the north side, for its entire length.
- Armada Way, the west side, from a point 117 metres north of its junction with Princess Street for a distance of 15 metres in a northerly direction
- Guildhall Square, the south side, from its junction with Armada Way to a point 23 metres east of that junction
- Guildhall Square, the south side, from a point 30 metres east of its junction with Armada Way to a point 47 metres east of that junction
- Princess Street, the south side, the south side from a point 60 metres east of its junction with Lockyer Street eastwards to a point 39 metres west of its junction with Princess Street Ope.

#### **No Loading/Unloading Mon-Sat 8am-6pm**

- Princess Street, the south side, side from its junction with Lockyer Street eastwards for a distance of 60 metres.

#### **Motor Cycle Parking Bay**

- Armada Way, the east side, from a point 15 metres south of its junction with Guildhall Square for a distance of 16 metres in a southerly direction
- Guildhall Square, the south side, from a point 23 metres east of its junction with Armada Way to a point 30 metres east of that junction

#### **Pay And Display At Any Time**

- Armada Way, the west side, from a point 72 metres north of its junction with Princess Street northwards for a distance of 30 metres
- Armada Way, the west side, from a point 104 metres north of its junction with Princess Street to a point 9 metres south of the extension of the northern kerbline of the access road to Guildhall Square car park
- Princess Street, the south side, from a point 44 metres east of the junction with Princess Street Ope for a distance of 15 metres in an easterly direction

### **3. STATUTORY CONSULTATION**

#### **Proposals**

The proposals for the Civic Square Scheme were advertised on street, in the Herald and on the Plymouth City Council website on 1<sup>st</sup> March 2024. Details of the proposals were sent to the Councillors representing the affected wards and statutory consultees on 27<sup>th</sup> February 2024.

**There have been 0 representations received relating to the proposals included in the Traffic Regulation Order.**

#### **4. RECOMMENDATION**

**It is recommended that the proposals are implemented as advertised.**


#### **5. LEGAL CONSIDERATIONS**

The lawful implications and consequences of the proposal have been considered and taken into account in the preparation of this report.

When considering whether to make a traffic order it is the Council's responsibility to ensure that all relevant legislation is complied with. This includes Section 122 of the Road Traffic Regulation Act 1984 (as amended) that sets out that it is the duty of a local authority, so far as practicable subject to certain matters, to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway. It is considered that the proposals comply with Section 122 of the Act as they practically secure the safe and expeditious movement of traffic in and around Plymouth and provide for suitable and adequate associated parking facilities.

# EQUALITY IMPACT ASSESSMENT – CIVIC SQUARE

## SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> The person completing the EIA template.	Catherine Arthurs	<b>Department and service:</b>	Place, Strategic Planning and Infrastructure	<b>Date of assessment:</b>	28.03.24
<b>Lead Officer:</b> Head of Service, Service Director, or Strategic Director.	Nick Carter	<b>Signature:</b>		<b>Approval date:</b>	02.04.24
<b>Overview:</b>	<p>TRO amendments in Armada Way and Princess Street are required to allow the improvement of public, pedestrian city centre space, and improved cycling links across the city centre.</p> <p>The TRO proposes the:</p> <ul style="list-style-type: none"> <li>• Removal of seven existing car parking spaces in Armada Way</li> <li>• Provision of six new car parking spaces in Princess Street</li> <li>• Removal of two areas of motorcycle parking outside of the Guildhall and their relocation to an existing cycle parking area at the entrance to the Civic Centre carpark (cycle parking being replaced within Civic Square)</li> <li>• This proposal is submitted on the back of three phases of public realm improvements within Civic Square which have visually upgraded the area, restored historic features and provided enhanced cycling provision. <u>Parking Changes</u></li> </ul> <p>Previously as part of the Civic Square project, seven additional car parking spaces were provided within the Guildhall Park to facilitate the reduction of car parking provision within Armada Way. It is also proposed that a further six new car parking spaces are provided within Princess Street. The removal of the car parking spaces will open up views of the Guildhall and the enhanced visibility will improve safety for cyclists and pedestrians, especially those transitioning from the shared cycling and pedestrian space in Civic Square to Armada Way.</p>				
<b>Decision required:</b>	<p>To implement the following amendments to The City of Plymouth (Traffic Regulation and Street Parking Places) (Consolidation) Order 2004 &amp; The City of Plymouth (Traffic Regulation Orders) (Taxi Ranks) (Consolidation) Order 2022</p> <p>The effect of the order shall be to:</p> <ol style="list-style-type: none"> <li>I. Add/Amend/Revoke Parking Restrictions on lengths of the following roads:</li> </ol>				

	<p>Armada Way, Guildhall Square &amp; Princess Street</p> <p>2. Revoke the Taxi Rank on Guildhall Square</p>
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**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>	Yes	<b>No</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>	No
Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section three)	<b>Yes</b>	Yes	<b>No</b>	
If you do not agree that a full equality impact assessment is required, please set out your justification for why not.	N/A			

**SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT**

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department
<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> <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>The proposal seeks to remove six existing car parking spaces in Armada Way. Older persons and families with young children may have favoured these spaces given that they are close to the city centre shops and Civic amenities such as the Guildhall and Courts.</p>	<p>Prior to the TRO being submitted seven extra car parking spaces were created including dedicated disabled parking spaces within the Guildhall car park which are also located close to amenities.</p>	<p>An additional six car parking spaces will be installed within 3 months of the TRO being approved in nearby Princess Street.</p> <p>Disabled parking provision for events will be available for blue badge holders within the Guildhall forecourt when it reopens.</p>

<p><b>Care experienced individuals</b> (Note that as per the Independent Review of Children’s Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</p> <p>There are currently 195 care leavers aged 18 to 20 (statutory service) and 58 aged 21 to 24 (extended offer). There are more care leavers aged 21 to 24 who could return for support from services if they wished to.</p>	<p>No adverse impact.</p>		
<p><b>Disability</b></p>	<p>9.4 per cent of residents in Plymouth have their activities limited ‘a lot’ because of a physical or mental health problem.</p> <p>12.2 per cent of residents in Plymouth have their activities limited ‘a little’ because of a physical or mental health problem (2021 Census)</p>	<p>The proposal seeks to remove six existing car parking spaces in Armada Way. These spaces are available to blue badge users and they are close to the city centre shops and Civic Amenities such as the Guildhall and Courts</p>	<p>Prior to the TRO being submitted seven extra car parking spaces were created including dedicated disabled parking spaces within the Guildhall car park which are also located close to amenities.</p>	<p>An additional six car parking spaces will be installed within 3 months of the TRO being approved in nearby Princess Street. Disabled parking provision for events will be available for blue badge holders within the Guildhall forecourt when it reopens.</p>



<b>Gender reassignment</b>	0.5 per cent of residents in Plymouth have a gender identity that is different from their sex registered at birth. 0.1 per cent of residents identify as a trans man, 0.1 per cent identify as non-binary and, 0.1 per cent identify as a trans women (2021 Census).	No adverse impact		
<b>Marriage and civil partnership</b>	40.1 per cent of residents have never married and never registered a civil partnership. 10 per cent are divorced, 6 percent are widowed, with 2.5 per cent are separated but still married.  0.49 per cent of residents are, or were, married or in a civil partnerships of the same sex. 0.06 per cent of residents are in a civil partnerships with the opposite sex (2021 Census).	No adverse impact		
<b>Pregnancy and maternity</b>	The total fertility rate (TFR) for England was 1.62 children per woman in 2021. The total fertility rate (TFR) for Plymouth in 2021 was 1.5.	No adverse impact		

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

**SECTION FOUR: HUMAN RIGHTS IMPLICATIONS**

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

**SECTION FIVE: OUR EQUALITY OBJECTIVES**

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
<p><b>Work together in partnership to:</b></p> <ul style="list-style-type: none"> <li>▪ promote equality, diversity and inclusion</li> <li>▪ facilitate community cohesion</li> <li>▪ support people with different backgrounds and lived experiences to get on well together</li> </ul>	No adverse impact		
<p><b>Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.</b></p>	No adverse impact		
<p><b>Build and develop a diverse workforce that represents the community and citizens it serves.</b></p>	No adverse impact		
<p><b>Support diverse communities to feel confident to report crime and anti-social behaviour, including hate crime and hate incidents, and work with partners to ensure Plymouth is a city where everybody feels safe and welcome.</b></p>	No adverse impact		

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# EXECUTIVE DECISION

made by a **Cabinet Member**



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

Executive Decision Reference Number – CSLCC01 24/25

Decision				
1	<b>Title of decision:</b> The revocation and removal of the Guildhall Square appointed hackney carriage stand (taxi rank).			
2	<b>Decision maker:</b> Councillor Sally Haydon (Cabinet Member for Community Safety, Libraries, Events, Cemeteries & Crematoria)			
3	<b>Report author and contact details:</b> Graham Hooper (Senior Officer Environmental Health and Licensing Public Protection Service) <a href="mailto:graham.hooper@plymouth.gov.uk">graham.hooper@plymouth.gov.uk</a>			
4	<b>Decision to be taken:</b> To revoke the appointed 3 vehicle, 24 hour hackney carriage stand located at Guildhall Square.			
5	<b>Reasons for decision:</b> To approve the revocation and removal the Guildhall Square hackney carriage stand as prescribed under Section 21 of the Plymouth City Council Act 1975, to facilitate public realm works in the area.			
6	<p><b>Alternative options considered and rejected:</b></p> <p>I. To not proceed with the proposals (as outlined in the attached briefing paper, Appendix I).</p> <p>To approve the proposals is the preferred option for the following reasons:</p> <ul style="list-style-type: none"> <li>- The Guildhall Square rank is no longer used by the taxi trade or the public, with the daytime and Evening and Nighttime Economy needs adequately serviced by ranks located at St Andrews Cross and Raleigh Street. The removal of this rank will have no negative impact on taxi rank provision in the vicinity.</li> <li>- The public realm works have been agreed and funding secured, the retention of this unused rank would impact on the design and construction of these works.</li> </ul>			
7	<p><b>Financial implications and risk:</b></p> <p>There have been no costs associated with the advertising and revocation of the taxi rank to Taxi Licensing and the trade accounts. The costs of advertising the consultation and revocation works will be met directly through the developer and the public realm works funding.</p>			
8	<p><b>Is the decision a Key Decision?</b> (Please contact <a href="#">Democratic Support</a> for further advice)</p>	Yes	No	<b>Per the Constitution, a key decision is one which:</b>
			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> annually.
			<b>X</b>	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		
<b>9</b>	<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>	The Local Transport Plan (LTP) details the transport strategies and policies that the City Council has adopted and will be the key in helping the City meet its Corporate Plan Priorities.		
<b>10</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	There are no direct environmental implications of the decision. The new rank location will not increase or impact on carbon emissions.		
<b>Urgent decisions</b>				
<b>11</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	<b>Yes</b>		(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		<b>No</b>	<b>X</b>	<b>(If no, go to section 13a)</b>
<b>12 a</b>	<b>Reason for urgency: N/A</b>			
<b>12 b</b>	<b>Scrutiny Chair Signature:</b>	N/A	<b>Date</b>	
	<b>Scrutiny Committee name:</b>	N/A		
	<b>Print Name:</b>	N/A		
<b>Consultation</b>				
<b>13 a</b>	<b>Are any other Cabinet members' portfolios affected by the decision?</b>	<b>Yes</b>	<b>X</b>	
		<b>No</b>		<b>(If no go to section 14)</b>
<b>13 b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>	Councillor Mark Coker (Cabinet Member for Strategic Planning and Transport)		
<b>13 c</b>	<b>Date Cabinet member consulted</b>	1 May 2024 under PCCA consultation and directly through TRO process		

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		Ruth Harrell				
		Job title		Director Of Public Health				
		Date consulted		1 May 2024				
<b>Sign-off</b>								
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)		DS01 24/25				
		Finance (mandatory)		HS.24.25.05				
		Legal (mandatory)		IW – 3362 – 08.05.24				
		Human Resources (if applicable)		N/A				
		Corporate property (if applicable)		N/A				
		Procurement (if applicable)		N/A				
17	Ref	Title of appendix						
	A	Briefing report for publication 1. Guildhall Square Hackney Carriage Stand Plan 2. Public Advert (Evening Herald) 3. Consultation Responses						
	B	Equalities Impact Assessment						
<b>Confidential/exempt information</b>								
18 a	Do you need to include any confidential/exempt information?	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below.  (Keep as much information as possible in the briefing report that will be in the public domain)				
		No	X					
		<b>Exemption Paragraph Number</b>						
		1	2	3	4	5	6	7
18 b	Confidential/exempt briefing report title:							

**Background Papers**

**19** Please list all unpublished, background papers relevant to the decision in the table below.

Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 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

**Cabinet Member Signature**

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

<b>Signature</b>		<b>Date of decision</b>	21 May 2024
<b>Print Name</b>	Councillor Sally Haydon (Cabinet Member for Community Safety, Libraries, Events, Cemeteries & Crematoria)		



## **APPENDIX I**

## **BRIEFING PAPER**

### **1.0 Introduction and Summary**

#### **1.1 Plymouth City Council currently has 53 appointed Taxi Ranks across the City.**

From time to time, due to redevelopment, change of the public's usage or through a taxi rank review, some taxi ranks may need to be amended, revoked, or appointed. This report details the proposed revocation of the Guildhall Square appointed taxi rank as detailed in section 3 of this report.

#### **1.2 Thanks to Historic England's High Street Heritage Action Zone funding, and Transforming Cities Fund, Civic Square is undergoing restoration work. Civic Square was a key part of the civic layout of Plymouth planned by the city architect H J W Stirling and based on Abercrombie and Paton Watson's post-war plan for Plymouth of 1943.**

Simultaneously work is underway to restore the exterior of the historic Guildhall.

The next phase of the Civic Square improvements is to open up views of Civic Square and the Guildhall and reduce the visual impact of vehicles in this historic space.

The Guildhall Square taxi rank was identified as seldom used with the Raleigh Street, Theatre Royal and St Andrews Cross ranks supplying the public taxi rank need in the vicinity. This rank has been earmarked for removal though the last 2 City wide rank reviews.

### **2.0 Legal Provisions**

#### **2.1 Section 21 of the Plymouth City Council Act 1975 lays down the legal process for the introduction, amendment and revocation of Hackney Carriage Ranks. It states that ranks shall not be situated;**

- (a) So as to unreasonably prevent access to any premises
- (b) So as to impede the use of points authorised to be used in connection with a public service vehicle
- (c) On any highway without the consent of the Highway Authority
- (d) Without due regard to the position of bus stops

#### **2.2 The Act requires that the Council shall give notice to the Chief Officer of the Police and to the public of the proposals by advertisement in at least one local newspaper, and shall take into consideration, any objections, or representations in respect of such proposals made within 28 days of the first publication of such notice.**

### **3.0 Proposed Revocation**

#### **3.1 Due to the public realm works detailed in 1.2 and infrequent use by the trade, the decision was taken to undertake public consultation to revoke and remove the appointed 24 hour stand for 3 vehicles at Guildhall Square.**

#### **3.2 It is not intended to replace the taxi rank as no suitable locations in the vicinity have been identified. The nearest alternative tax ranks have been identified in section 1.2.**

#### **3.3 A Traffic Regulation Order (TRO) application was made at the same time to:**

- Remove seven car parking spaces from Armada Way in front of the Guildhall and provide six new car parking spaces in Princess Street. Previously seven new spaces have been provided in the Guildhall car park.

- Relocate two motorcycle parking areas in front of the Guildhall to Princess Street by the entrance to the Civic Centre car park.

### **4.0 Public Consultation**

4.1 The proposals were advertised by Public Notice in the Plymouth Herald on 01 March 2024, with comments to be received no later than 30 March 2024. A copy of the public notice and can be viewed in Appendix 2.

4.2 In addition, letters/emails of notification were sent to persons and representatives of the following bodies and organisations considered to have an interest in these proposals:

- Cabinet Member for Community Safety, Libraries, Events, Cemeteries and Crematoria
- Chair Taxi Licensing Committee
- Chief Superintendent, Devon & Cornwall Police
- All local businesses in the vicinity of the existing and proposed ranks
- Local Ward Councillors, St Peter and the Waterfront and Stoke
- Head of Plymouth Highways & Street Services
- Public Transport Officer, Strategic Planning and Infrastructure
- Senior Lawyer, Legal Services
- Plymouth Licensed Taxi Association
- All Hackney Carriage (Taxi) Drivers licensed by Plymouth City Council

### **5.0 Outcome of Consultation Process**

5.1 The Hackney Carriage trade association, the Plymouth Licensed Taxi Association (PLTA), were in the process of dissolution and no formal comment was received from them. However, in previous trade meetings and rank reviews, the rank and its removal had been discussed with no objections.

5.2 In total, 3 responses were received to the consultation.

5.3 All of the responses received in the consultation process and the replies can be viewed in Appendix 3.

5.4 None of the response required a further response or clarification.

### **6.0 Summary and Conclusion**

6.1 The proposed revocation of the Guildhall Square appointed taxi rank for 3 vehicles is detailed in section 3 of this report.

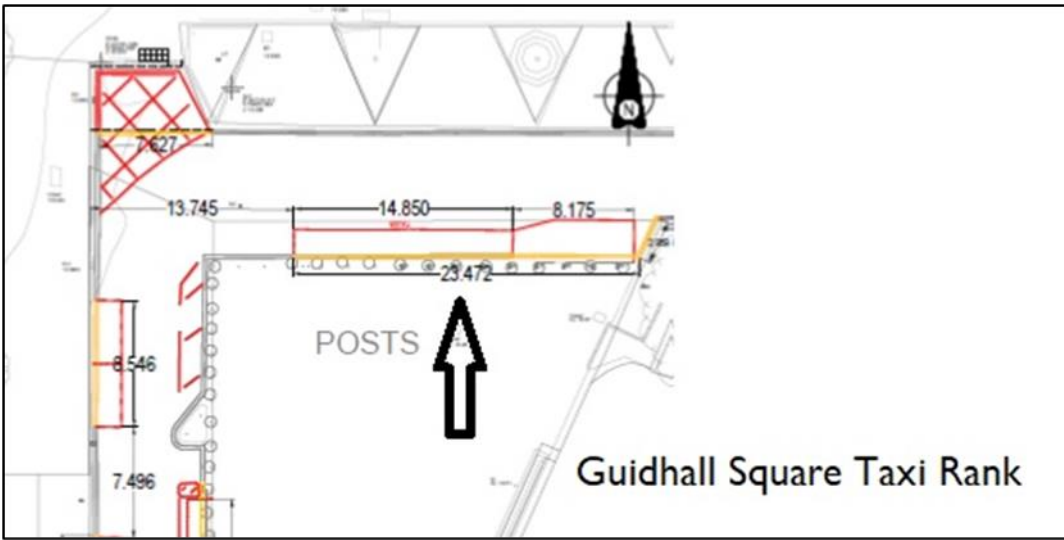
6.2 While there is loss of rank provision at this location, due to changes in how the public use taxis at the vicinity, these spaces are no longer needed and there will be no negative impact through their removal.

6.3 The proposed amendment has been widely consulted on as required under the Plymouth City Council Act 1975. Three responses were received and have been duly considered.

There were no concerns raised through the consultation. It is therefore recommended, that the Cabinet Member after full consideration of the information contained in this report and having considered the responses to the consultation authorise that the revocation of the Guildhall Square taxi rank is introduced as soon as practicably reasonable.

# Appendix I

## Guildhall Square Hackney Carriage Stand



**APPENDIX 2**

**Public Notice placed in the Plymouth Herald Friday 1 March 2024**

**HACKNEY CARRIAGES STANDS  
Plymouth City Council Act 1975**

NOTICE is hereby given that Plymouth City Council in exercise of its powers under Section 21 of the Plymouth City Council Act 1975 proposes to:

Revoke the appointed 3 vehicle Stand at the Guildhall Square Car Park.

For the use of hackney carriages as detailed in the schedule below.

Any written objections or representations should be sent in writing or by email to the undersigned by no later than 28 days following the publication of this notice.

**SCHEDULE**

**PROPOSAL FOR REVOCATION OF EXISTING  
HACKNEY CARRIAGE STAND**

**Revoke and remove the appointed 24 hour stand for 3 vehicles at Guildhall Square.**

Maps and associated information may be viewed until 30 March 2024 on our website at:

[Taxi ranks and fares | PLYMOUTH.GOV.UK](#) or a copy will be provided on request from:

Email: [taxi.licensing@plymouth.gov.uk](mailto:taxi.licensing@plymouth.gov.uk)

or in writing to: Taxi Licensing, Ballard House, Plymouth, PL1 3BJ on any weekday, during the usual office hours.

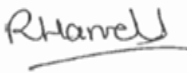
[www.plymouth.gov.uk](http://www.plymouth.gov.uk)

## APPENDIX 3 Consultation Responses

Name	Date	Comment	Response
<p>From: [REDACTED]</p> <p>Sent: Friday, March 1, 2024 2:42 PM</p> <p>To: Taxi Licensing &lt;Taxi.Licensing@plymouth.gov.uk&gt;</p> <p>Subject: RE: Public Consultation for the Proposed Revocation of the Guildhall Square Hackney Carriage Stand</p>	1 March 2024	<p>Hello,</p> <p>I won't be taking part in any consultations anymore due to it just being ignored anyway as proved by the removal of the knowledge test when a massive percentage of people were against it. They have proved that consultations are just a complete waist of time and money as they will just do what they want to do anyway.</p> <p>Kind regards</p> <p>[REDACTED]</p>	<p>No response</p> <p>Not rank related</p>
<p>From: [REDACTED]</p> <p>Sent: Friday, March 1, 2024 11:59 AM</p> <p>To: Taxi Licensing &lt;Taxi.Licensing@plymouth.gov.uk&gt;</p>	1 March 2024	<p>Thanks for this information, however I hope the taxi rank will be relocated elsewhere to provide better access to taxis, especially in areas where people tend to go. We are making customers walk to far for taxi ranks favouriting private hire.</p> <p>Best Regards</p> <p>[REDACTED]</p>	<p>This respondent formed part of the PLTA and was involved in initial conversations.</p> <p>There is adequate rank provision located at St Andrews Cross and Raleigh Street. The Guildhall Rank was not used.</p>
<p>From: [REDACTED]</p> <p>Sent: Friday, March 1, 2024 11:14 AM</p> <p>To: Taxi Licensing &lt;Taxi.Licensing@plymouth.gov.uk&gt;</p> <p>Subject: Re: Public Consultation for the Proposed Revocation of the Guildhall Square Hackney Carriage Stand</p>		Thanks for this	N/A

# EQUALITY IMPACT ASSESSMENT – REVOCATION OF THE 24 HOUR HACKNEY CARRIAGE STAND (TAXI RANK) FOR 3 VEHICLES LOCATED AT GUILDHALL SQUARE

## SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> The person completing the EIA template.	Graham Hooper	<b>Department and service:</b>	ODPH PPS Taxi Licensing	<b>Date of assessment:</b>	01/05/24
<b>Lead Officer:</b> Head of Service, Service Director, or Strategic Director.	Dr Ruth Harrell	<b>Signature:</b>		<b>Approval date:</b>	07/05/24
<b>Overview:</b>	<p>Section 21 of the Plymouth City Council Act 1975 lays down the legal process for the introduction, amendment and revocation of Hackney Carriage Ranks. It states that ranks shall not be situated;</p> <ul style="list-style-type: none"> <li>- So as to unreasonably prevent access to any premises</li> <li>- So as to impede the use of points authorised to be used in connection with a public service vehicle</li> <li>- On any highway without the consent of the Highway Authority</li> <li>- Without due regard to the position of bus stops</li> </ul> <p>The Act requires that the Council shall give notice to the Chief Officer of the Police and to the public of the proposals by advertisement in at least one local newspaper, and shall take into consideration, any objections or representations in respect of such proposals made within 28 days of the first publication of such notice.</p>				
<b>Decision required:</b>	To revoke the appointed 3 vehicle, 24 hour hackney carriage stand located at Guildhall Square.				

**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?	Yes		No	X
<b>Potential internal impacts:</b> Does the proposal have the potential to negatively impact Plymouth City Council employees?	Yes		No	X
Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section three)	Yes		No	X
If you do not agree that a full equality impact assessment is required, please set out your justification for why not.	No adverse impacts anticipated.			



**SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT**

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department
<b>Age</b>	<p>Plymouth</p> <ul style="list-style-type: none"> <li>• 16.4 per cent of people in Plymouth are children aged under 15.</li> <li>• 65.1 per cent are adults aged 15 to 64.</li> <li>• 18.5 percent are adults aged 65 and over.</li> <li>• 2.4 percent of the resident population are 85 and over.</li> </ul> <p>South West</p> <ul style="list-style-type: none"> <li>• 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64.</li> <li>• 22.3 per cent are aged 65 and over.</li> </ul> <p>England</p> <ul style="list-style-type: none"> <li>• 17.4 per cent of people are aged 0 to 14.</li> <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>These proposals are not intended to impact on this client group</p>	<p>None</p>	<p>N/A</p>

<p><b>Care experienced individuals</b> (Note that as per the Independent Review of Children’s Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</p> <p>There are currently 195 care leavers aged 18 to 20 (statutory service) and 58 aged 21 to 24 (extended offer). There are more care leavers aged 21 to 24 who could return for support from services if they wished to.</p>	<p>These proposals are not intended to impact on this client group</p>	<p>None</p>	<p>N/A</p>
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<p><b>Disability</b></p>	<p>9.4 per cent of residents in Plymouth have their activities limited ‘a lot’ because of a physical or mental health problem. 12.2 per cent of residents in Plymouth have their activities limited ‘a little’ because of a physical or mental health problem (2021 Census)</p>	<p>The hackney carriage fleet is 100% wheel chair assessable, however some vehicles may not be available to wheelchair users, as a result of drivers holding medical exemption certificates, currently 63 out of a total of 330 drivers (19%). Consequently there may be an impact on the client group.</p> <p>Hackney carriage vehicles must also carry assistance dogs.</p> <p>Taxi Licensing Officers regularly monitor wheel chair access and investigate all complaints where discrimination may arise.</p>	<p>These proposal are not intended to impact on this group. Alternative ranks are available nearby. Any complaints are investigated by Taxi Licensing Officers.</p>	<p>Licensing officers, as complaints arise with any actions taken as per Taxi Policy.</p>
<p><b>Gender reassignment</b></p>	<p>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).</p>	<p>These proposals are not intended to impact on this client group</p>	<p>None</p>	<p>N/A</p>

<b>Marriage and civil partnership</b>	<p>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.</p> <p>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).</p>	These proposals are not intended to impact on this client group	None	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.	These proposals are not intended to impact on this client group	None	N/A
<b>Race</b>	<p>In 2021, 94.9 per cent of Plymouth's population identified their ethnicity as White, 2.3 per cent as Asian and 1.1 per cent as Black (2021 Census)</p> <p>People with a mixed ethnic background comprised 1.8 per cent of the population. 1 per cent of the population use a different term to describe their ethnicity (2021 Census)</p> <p>92.7 per cent of residents speak English as their main language. 2021 Census data shows that after English, Polish, Romanian, Chinese, Portuguese, and Arabic are the most spoken languages in Plymouth (2021 Census).</p>	These proposals are not intended to impact on this client group	None	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).	These proposals are not intended to impact on this client group	None	N/A
<b>Sex</b>	51 per cent of our population are women and 49 per cent are men (2021 Census).	These proposals are not intended to impact on this client group	None	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 orientation as gay or lesbian. 0.42 per cent of residents describe their sexual orientation using a different term (2021 Census).	These proposals are not intended to impact on this client group	None	N/A

**SECTION FOUR: HUMAN RIGHTS IMPLICATIONS**

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	None	N/A	N/A

**SECTION FIVE: OUR EQUALITY OBJECTIVES**

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
<b>Work together in partnership to:</b>	None	N/A	N/A

<ul style="list-style-type: none"> <li>▪ <b>promote equality, diversity and inclusion</b></li> <li>▪ <b>facilitate community cohesion</b></li> <li>▪ <b>support people with different backgrounds and lived experiences to get on well together</b></li> </ul>			
<p><b>Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.</b></p>	None	N/A	N/A
<p><b>Build and develop a diverse workforce that represents the community and citizens it serves.</b></p>	None	N/A	N/A
<p><b>Support diverse communities to feel confident to report crime and anti-social behaviour, including hate crime and hate incidents, and work with partners to ensure Plymouth is a city where everybody feels safe and welcome.</b></p>	None	N/A	N/A

# EXECUTIVE DECISION

made by a Council Officer



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


Executive Decision Reference Number – COD02 24/25

Decision	
1	<b>Title of decision:</b> Direct Contract Award: Plymouth Domestic Abuse Service
2	<b>Decision maker:</b> Gary Walbridge, Interim Strategic Director for Adults, Health and Communities. (formerly Strategic Director for People)
3	<b>Report author and contact details:</b> Karlina Hall, Senior Commissioning Officer, <a href="mailto:Karlina.hall@plymouth.gov.uk">Karlina.hall@plymouth.gov.uk</a> , tel: 01752 304415
4a	<b>Decision to be taken:</b> To direct award the Plymouth Domestic Abuse Service (PDAS) contract for 10 months to Sanctuary Housing Association. The Contract Value is £777,297 with no options to extend.
4b	<b>Reference number of original executive decision or date of original committee meeting where delegation was made:</b> Cabinet Decision 08 December 2022 (Minute 79) – Business case for the procurement of the domestic abuse service. Cabinet agreed to delegate the decision and the award of the contract to the Strategic Director for People.
5	<b>Reasons for decision:</b> The PDAS Contract (with Sanctuary as the incumbent provider) is ending on 31 May 2024. The new PDAS contract will start on 1 June 2024 and end on 31 March 2025. A procurement of a new service will need to take place during this time, in line with Contract Standing Orders with the new contract starting on 1 April 2025. During this period the incumbent provider will be working with the council to ensure the service is ready for the transition for the permanent long term contract.
6	<b>Alternative options considered and rejected:</b> <ul style="list-style-type: none"> <li>Do Nothing – allow the PDAS contract to end on May 31st 2024. We have a statutory duty to provide safe accommodation and this would lead to vulnerable adults and families with children who are survivors of domestic abuse having no support.</li> <li>Award a direct contract for an extended period of 3-5 years. This would not make the required changes needed to ensure that the service meets the needs of the victims and survivors of domestic abuse into the future. In addition a longer contract could be challenged by other providers who would want the opportunity to bid for the service contract.</li> </ul>
7	<b>Financial implications and risks:</b>

	The Contract Value is £777,297 with no options to extend. This will be funded from the revenue budget of Strategic Commissioning service.			
	No financial risks identified – the service budget is available to cover the period of extension.			
8	Is the decision a <b>Key Decision?</b> (please contact <b>Democratic Support</b> for further advice)	Yes	No	<b>Per the Constitution, a key decision is one which:</b>
			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.
8b	If yes, date of publication of the notice in the <b>Forward Plan of Key Decisions</b>	N/A		
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	The services align to keeping children, adults and communities safe priority through focusing on prevention and early intervention and ensuring that children and young people and adults are protected.		
10	Please specify any direct environmental implications of the decision (carbon impact)	No implications		
<b>Urgent decisions</b>				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact <b>Democratic Support</b> for advice)
		No	X	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair signature:		Date	



	<b>Scrutiny Committee name:</b>			
	<b>Print Name:</b>			
<b>Consultation</b>				
<b>I3a</b>	<b>Which Cabinet Member's portfolio does this decision relate to?</b>	Councillor Sally Haydon (Community Safety, Libraries, Events, Cemeteries and Crematoria)		
<b>I3b</b>	<b>Date Cabinet Members consulted</b>	29/04/24		
<b>I3c</b>	<b>Are any other Cabinet members' portfolios affected by the decision?</b>	<b>Yes</b>	<input checked="" type="checkbox"/>	
		<b>No</b>		(If no go to section 14)
<b>I3d</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>	Councillor Mary Aspinall (Cabinet Member for Health and Adult Social Care)		
<b>I3e</b>	<b>Date other Cabinet member(s) consulted</b>	29/04/24		
<b>I4</b>	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>		If yes, please discuss with the Monitoring Officer
		<b>No</b>	<input checked="" type="checkbox"/>	
<b>I5</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Gary Walbridge	
		<b>Job title</b>	Interim Strategic Director of Adults, Health and Communities	
		<b>Date consulted</b>	13/05/2024	
<b>Sign-off</b>				
<b>I6</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS03 24/25	
		<b>Finance (mandatory)</b>	HS.24.25.03	
		<b>Legal (mandatory)</b>	LS/2110/kt/240424	
		<b>Human Resources (if applicable)</b>	N/A	
		<b>Corporate property (if applicable)</b>	N/A	
		<b>Procurement (if applicable)</b>	SS/SC/051/ED/CA/0324	
<b>Appendices</b>				

<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>						
	A	PDAS Briefing Report March 2024 FINAL						
	B	EIA						
<b>Confidential/exempt information</b>								
<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.				
		<b>No</b>	<b>X</b>					
		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>18b</b>	<b>Confidential/exempt briefing report title:</b>							
<b>Background Papers</b>								
<b>19</b>	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
<b>Title of background paper(s)</b>		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
N/A								
<b>Council Officer Signature</b>								
<b>20</b>	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							
<b>Signature</b>				<b>Date of decision</b>		13/05/2024		
<b>Print Name</b>		Gary Walbridge (Interim Strategic Director for Adults, Health and Communities)						

## PLYMOUTH DOMESTIC ABUSE SERVICE BRIEFING REPORT

Strategic Co-operative Commissioning



### 1. EXECUTIVE SUMMARY

- 1.1. The Plymouth Domestic Abuse Service (PDAS) is currently delivered by Sanctuary Housing Association. A procurement of a new service in Spring 2023 was abandoned due to feedback from the market. The commissioner further engaged with the market and other stakeholders to provide additional information and clarifications, particularly around the housing costs associated with the delivery of the service. The new tender was then relaunched in September 2023 but we were unable to award the contract following the completed evaluation of the tender and tenderers were notified before Christmas.
- 1.2. Commissioners and partners have been working together to gather further feedback from the market on the tender process. The process was fully compliant with regulations and demonstrated that the market does not have the capability to deliver the specified requirement at this time. The commissioning intentions are being reviewed and the next-stage commissioning process is being developed with partners. Therefore the preferred option to ensure the current service is sustained during this process is to award a second direct contract to Sanctuary Housing Association until 31 March 2025.

### 2. BACKGROUND

- 2.1. The Plymouth Domestic Abuse Service (PDAS) is currently delivered by Sanctuary Housing Association. The current contract was a direct award covering December 2023 to April 2024 with an optional 1-month extension until end of May 2024, in case there was slippage in the original tendering timescales. This decision made use of the delegation granted by Cabinet in December 2022.
- 2.2. The service tender in Spring 2023 was abandoned due to feedback from the market. The new contract would have been in place for 01 December 2023 but the procurement was abandoned in Spring 2023. The PDAS bridging contract was awarded to cover the new tendering timescale (December 2023 to April 2024) with the new contract due to start on 01 May 2024.
- 2.3. The new tender was then relaunched in September 2023 but we were unable to award the contract following the completed evaluation of the tender and tenderers were notified about the outcome of the tender before Christmas. We met with the Sanctuary Housing Association in January to discuss the continuation of the service whilst the new commissioning approach is developed, which they have agreed to until 31 March 2025.
- 2.4. Commissioners and partners have been working together to gather feedback from the market on the tender process to make improvements for the next procurement and align work with the [Plymouth's VAWG DASV Strategy and Action Plan 2023-26](#). The commissioning intentions are being reviewed and the commissioning process is being developed with partners. Therefore, a new bridging contract for the PDAS from June 2024 to March 2025 will be required to cover the commissioning of the new service to start in 01 April 2025.
- 2.5. The Integrated Offender Management (IOM) Behaviour Change Programme was also to be tendered as part of the new integrated contract. The incumbent provider Ahimsa's IOM Behaviour Change contract has been extended until 31 March 2025 to cover the same commissioning and procurement process. The IOM Programme led by Devon & Cornwall Police ends on 31 March 2024 and the new alternative model which is being developed with

partners should be delivered from September 2024 under the existing Ahimsa contract with the new contract being in place for 01 April 2025.

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

- 3.1. Directly award a second bridging contract to the incumbent Plymouth Domestic Abuse Service provider for 10 months from 1 June 2024 until 31 March 2025. This will ensure continuity of service for victims and survivors of domestic abuse whilst new commissioning intentions are being defined and the procurement process is carried out. The new PDAS contract(s) will be in place by 1 April 2025.

### **4. ALTERNATIVE OPTIONS**

- 4.1. Do Nothing – allow the PDAS contract to end on 31 May 2024. This is not appropriate as we have a statutory duty to provide safe accommodation and there will be vulnerable adults and families with children who are survivors of domestic abuse with no support.
- 4.2. Award a direct contract for an extended period of 3-5 years. This would not make the required changes needed to ensure that the service meets the needs of the victims and survivors of domestic abuse into the future and a longer contract could be challenged by other providers who would want the opportunity to bid for the service.

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


- 5.1. For 2024/25, the total budget for PDAS is £777,297.

### **6. TIMESCALES**

- 6.1. The new PDAS contract will start on 1 June 2024 and end on 31 March 2025. The new PDAS will be tendered within this time.

# EQUALITY IMPACT ASSESSMENT – PLYMOUTH DOMESTIC ABUSE SERVICE

## SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> The person completing the EIA template.	Karlina Hall	<b>Department and service:</b>	Adult, Health & Communities	<b>Date of assessment:</b>	14.05.24
<b>Lead Officer:</b> Head of Service, Service Director, or Strategic Director.	Emma Crowther	<b>Signature:</b>		<b>Approval date:</b>	17 May 2024
<b>Overview:</b>	<p>The Domestic Abuse Act 2021 has placed new statutory duties on local authorities to provide safe accommodation and support to all victims of domestic abuse.</p> <p>Our future intention is to procure a new domestic abuse service which will build upon and develop our offer for the whole city and will be a service for everyone. However, we recognise that the way in which people are impacted by domestic abuse can vary depending on a number of intersecting themes and characteristics.</p> <p>This EIA has been completed to support the design of the new service to ensure we consider appropriate and proportionate mitigation to enable anyone affected by domestic abuse can access the service. The findings will inform the service specification and expectation of delivery.</p>				
<b>Decision required:</b>	The accompanying Plymouth Domestic Abuse Service (PDAS) briefing report seeks approval needed to award a direct contract to the incumbent provider as a bridging contract to cover the tendering process. This follows a previous procurement which resulted in not being able to award the contract.				

## SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

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

Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section three)	<b>Yes</b>		<b>No</b>	X
If you do not agree that a full equality impact assessment is required, please set out your justification for why not.	This contract is a continuation of the current service and therefore the changes will not negatively impact on any group.			

**SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT**

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department
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<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> <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>None anticipated</p>	<p>N/A</p>	
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<p><b>Care experienced individuals</b> (Note that as per the Independent Review of Children’s Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</p> <p>There are currently 195 care leavers aged 18 to 20 (statutory service) and 58 aged 21 to 24 (extended offer). There are more care leavers aged 21 to 24 who could return for support from services if they wished to.</p>	<p>None anticipated</p>	<p>N/A</p>	
<p><b>Disability</b></p>	<p>9.4 per cent of residents in Plymouth have their activities limited ‘a lot’ because of a physical or mental health problem.</p> <p>12.2 per cent of residents in Plymouth have their activities limited ‘a little’ because of a physical or mental health problem (2021 Census)</p>	<p>None anticipated</p>	<p>N/A</p>	



<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 anticipated	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 anticipated	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 anticipated	N/A	

<p><b>Race</b></p>	<p>In 2021, 94.9 per cent of Plymouth’s population identified their ethnicity as White, 2.3 per cent as Asian and 1.1 per cent as Black (2021 Census)                  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).</p>	<p>None anticipated</p>	<p>N/A</p>	
<p><b>Religion or belief</b></p>	<p>48.9 per cent of the Plymouth population stated they had no religion. 42.5 per cent of the population identified as Christian (2021 Census).                  Those who identified as Muslim account for 1.3 per cent of Plymouth’s population while Hindu, Buddhist, Jewish or Sikh combined totalled less than 1 per cent (2021 Census).</p>	<p>None anticipated</p>	<p>N/A</p>	
<p><b>Sex</b></p>	<p>51 per cent of our population are women and 49 per cent are men (2021 Census).</p>	<p>None anticipated</p>	<p>N/A</p>	
<p><b>Sexual orientation</b></p>	<p>88.95 per cent of residents aged 16 years and over in Plymouth describe their sexual orientation as straight or heterosexual. 2.06 per cent describe their sexuality as bisexual, 1.97 per cent of people describe their sexual orientation as gay or lesbian. 0.42 per cent of residents describe their sexual orientation using a different term (2021 Census).</p>	<p>None anticipated</p>	<p>N/A</p>	

**SECTION FOUR: HUMAN RIGHTS IMPLICATIONS**

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	No adverse impacts are anticipated. This service intend to improve human rights		

**SECTION FIVE: OUR EQUALITY OBJECTIVES**

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
<b>Work together in partnership to:</b> <ul style="list-style-type: none"> <li>▪ promote equality, diversity and inclusion</li> <li>▪ facilitate community cohesion</li> <li>▪ support people with different backgrounds and lived experiences to get on well together</li> </ul>	No anticipated implication. However we acknowledge that those fleeing domestic abuse includes people who move and relocate to the city for their safety. Our needs assessment states average 40% of people in the specialist accommodation are from out of area.	<p>To continue to ensure people can access our accommodation from other areas. This supports our ambition to be a welcoming city.</p> <p>To encourage positive community cohesion we will continue to work as a partnership, and with advice from, organisations such as British Red Cross and Plymouth Racial Equality Council.</p> <p>The procurement will include the inclusion of 'by and for' organisations to ensure we promote this as part of our PSED</p>	Commissioning April 2025
<b>Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.</b>	No anticipated implications.	The Social Value indicator for recruitment of care leavers is now mandatory within all new procurements.	Commissioning April 2025
<b>Build and develop a diverse workforce that represents the community and citizens it serves.</b>	<p>The provision of this service will support the delivery of VAWG/DASV Strategy.</p> <p>Women and people with disabilities are more likely to be impacted by domestic</p>	The procurement process will support the inclusion of seeking providers that have strong equality and diversity policies; respond positively to our	Commissioning April 2025

	<p>abuse. This may result in the immediate workforce of PCC requiring support from this service.</p> <p>Service provision workforce dominated by women and the roles are often considered lower paid.</p>	<p>social value assessment and can support our workforce who experience domestic abuse.</p> <p>To ensure via our procurement and social value processes that pay equality can be met</p> <p>Ensure staff at Plymouth City Council are aware of the service and can access</p>	
<p><b>Support diverse communities to feel confident to report crime and anti-social behaviour, including hate crime and hate incidents, and work with partners to ensure Plymouth is a city where everybody feels safe and welcome.</b></p>	<p>No anticipated impact. However, we recognise the diversity of people affected by domestic abuse and the impact of people fleeing domestic abuse to our city.</p>	<p>To support our commitment to reporting of hate crimes, ensure the service is set up as 3<sup>rd</sup> party reporting.</p>	<p>Commissioning April 2025</p>