



**Oversight and Governance**

Chief Executive's Department

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Published 22/01/25

## 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 29 January 2025. 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 30 January 2025 if they are not called-in.

## **Delegated Decisions**

**1. Councillor Mary Aspinall, Cabinet Member for Health and Adult Social Care:**

1.a. HASC03 24/25 Learning disability Supported Employment Procurement **(Pages 1 - 30)**

**2. Paul Barnard, Service Director for Strategic Planning and Infrastructure:**

2.a. COD33 24/25 Plymouth City Council 2025 Non-Commercial Routes Network Tender Contract Award **(Pages 31 - 86)**

# EXECUTIVE DECISION

made by a Cabinet Member



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

Executive Decision Reference Number – HASC03 24/25

Decision				
1	<b>Title of decision:</b> Learning disability Supported Employment Procurement			
2	<b>Decision maker:</b> Councillor Mary Aspinall, Cabinet Member for Health and Adult Social Care			
3	<b>Report author and contact details:</b> Fiona Gordon, Commissioning Officer 01752 307190 <a href="mailto:fiona.gordon@plymouth.gov.uk">fiona.gordon@plymouth.gov.uk</a>			
4	<b>Decision to be taken:</b> <ol style="list-style-type: none"> <li>1. Agree the business case to procure a new learning disability supported employment service with a total cost of £1,175,844, using a Competitive Dialogue procurement process to tender.</li> <li>2. Delegate the awarding of contracts to the Strategic Director of Health, Adults and Communities where they would not already have the authority to do so.</li> </ol>			
5	<b>Reasons for decision:</b> The current supported employment service, provided by Seetec Pluss, is due to expire and needs to be re-tendered. The service provides essential advice for adults with learning disabilities, to support them to engage in and be able to remain in opportunities for training and employment.  The new service will be required to work closely with Skills Launchpad and On Course Southwest – to share learning and maximise opportunities for connections with employers and training providers.			
6	<b>Alternative options considered and rejected:</b>  <b>Do nothing/contract expires</b> – this would reduce support for people with learning disabilities to achieve their life outcomes and aspirations, risk of increased demand and reliance on additional adult social care services.  <b>Bring the service back in-house</b> - In depth work has taken place in 2024 to investigate this as an option, but the costed proposal presented by in-house services could not meet the service outcomes due to higher levels of cost for staffing and infrastructure. A move into a council delivery model could decrease the opportunities for grant or other types of funding that are available specifically for voluntary sector organisations.			
7	<b>Financial implications and risks:</b> It is proposed that this contract is let for three initial years with an option to extend for a further six years, in increments of two years. This would offer longer term sustainability for the provider, with the ability to draw down additional external funding streams which complement the service area. The anticipated annual cost of the service is £195,974 with a total contract value (if all contract extensions are used) of £1,763,766.			
8	<b>Is the decision a Key Decision?</b>  (please contact <a href="#">Democratic Support</a> for further advice)	<b>Yes</b>	<b>No</b>  X	<b>Per the Constitution, a key decision is one which:</b>  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>£1million</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		
<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>	<p>This proposal meets the following Corporate Plan priorities:</p> <p><b>Green investment, jobs, skills and better education</b> – through ensuring that those with a learning disabilities have equality of opportunity to engage in training and employment</p> <p><b>Keeping children, adults and communities safe</b> – through ensuring that adults with learning disabilities have the opportunity to learn skills which will support them to lead independent lives.</p> <p>This proposal meets the following Plymouth Plan priorities:</p> <p><b>GRO2 – Delivering Skills and talent development</b> – through supporting the availability of accessible life-long learning opportunities.</p> <p><b>HEA3</b> – Supporting adults with health and social care needs – ensuring that those with eligible needs have are suitably supported in all aspects of their lives.</p> <p><b>INT8</b> – Celebrating diverse communities – through recognising and valuing the contribution those with learning disabilities can make to their communities.</p>		
<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.		
<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>			

I2b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
<b>Consultation</b>				
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	X	(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?	N/A		
I3c	Date Cabinet member consulted			
I4	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	
I5	Which Corporate Management Team member has been consulted?	Name	Gary Walbridge	
		Job title	Strategic Director for Health, Adults and Communities	
		Date consulted	15 July 2024	
<b>Sign-off</b>				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JS83 24/25	
		Finance (mandatory)	HS.24.25.07	
		Legal (mandatory)	LS/2110/kt/23524	
		Human Resources (if applicable)	N/A	
		Corporate property (if applicable)	N/A	
		Procurement (if applicable)	D055.	
<b>Appendices</b>				
I7	Ref.	Title of appendix		
	A	Equalities Impact Assessment		
<b>Confidential/exempt information</b>				

<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>	X	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.  (Keep as much information as possible in the briefing report that will be in the public domain)
		<b>No</b>		

<b>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>  Learning disability supported employment re-procurement business case – PART 2			x				
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**Background Papers**

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

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**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 (2010) and those who do not. For further details please see the EIA attached.
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<b>Signature</b>		<b>Date of decision</b>	17/01/2025
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<b>Print Name</b>	Councillor Mary Aspinall
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## BUSINESS CASE

Learning disability supported employment re-procurement – PART I



### EXECUTIVE SUMMARY

Supported employment is a vital intervention for people with learning disabilities. Supported employment refers to the intervention offered to people with disabilities, including learning disabilities, mental health, and traumatic brain injury, to help with obtaining and maintaining paid employment. Supported employment is not a statutory duty, but all local authorities are monitored on their progress in enabling people with learning disabilities into employment.

National policies, such as Valuing People, have underscored the significance of supported employment in effecting positive change. It has been a successful model for securing and maintaining paid employment, extending its benefits to various disadvantaged groups.

The current supported employment service, provided by Seetec Pluss has been in place for approximately 20 years and, employs the British Association of Supported Employment (BASE) pathway. Key functions include an employment bureau, work experience placements, prioritization of jobs, and employer liaison. Pluss operates on 50 places per week, mainly for individuals with learning disabilities but also for those with mental health conditions and autism.

Feedback from service users has been positive, emphasising the value of receiving assistance in job seeking and skill development. However, challenges in securing paid employment for people with learning disabilities are evident. The focus is primarily on securing jobs exceeding 16 hours, with work experience placements also monitored.

This business case recommends the use of a competitive dialogue approach for the re-commissioning of the learning disability supported employment service. The approach involves planning, advertising, dialogue, final tenders, and contract award stages. It is based on an options appraisal that considers statutory duties, system drivers, council drivers, revenue cost, user benefit, ability to deliver, risk, timescale, and future needs.

The process is designed to allow for discussions and negotiations to shape the new service effectively:

- Risks, such as the quality-of-service providers, financial budget constraints, user knowledge, system/partner improvements, reputation, and time, have been identified.
- Mitigations include building BASE accreditation requirements, introducing a competitive dialogue process, and revising service specifications.
- Anticipated outcomes and benefits include cost avoidance, improved paid employment outcomes, increased user satisfaction, system/partner efficiency benefits, and enhanced partnership working.

In summary, the proposal advocates for the re-commissioning of the learning disability supported employment service through a competitive dialogue process, considering various factors and anticipating positive outcomes and benefits.

## Recommendations

This business case contains the following recommendations:

- The contract with the incumbent provider is extended to cover the agreement of the business case through the full democratic process and subsequent procurement exercise.
- The service is procured using a competitive dialogue - option 2.
- The proposed budget for the supported employment contract is £195,974 per annum. It is proposed that the new service is for a contract length of 9 years (with all agreed extensions being agreed).
- The total spend for a 9-year contract (3 + 2 + 2 + 2) is £ 1,763,766.

## I. INTRODUCTION

The value of supported employment as a positive tool to achieve positive change in the lives of people with learning disabilities has been underpinned by National Policy (Valuing People, Valuing People Now, Valuing Employment) which influenced changes to how supported employment, day centres and preparing for adulthood were commissioned.

Supported Employment has been successfully used for decades as a model to secure and retain paid employment. The model uses a partnership strategy to enable people with disabilities to achieve sustainable long-term employment and businesses to employ valuable workers. Increasingly, supported employment techniques are being used to support other disadvantaged groups such as young people leaving care, ex-offenders and people recovering from drug and alcohol misuse.

The numbers of people with learning disabilities in employment remain very low as a percentage of the population – an average of 5.1% of adults with a learning disability known to their local authority in England are in paid work (NHS Digital, 2021). The level of learning disability employment has been affected by the impact of the global pandemic in 2020.

The proportion of adults with a learning disability in paid employment varies by region. the Southeast (6.6%) have the highest proportion of adults with a learning disability known to their local authority in paid employment, followed by Yorkshire and the Humber (6.3%; NHS Digital 2020). The Southwest is at 5.3%.

In England, a higher proportion of men with a learning disability known to their local authority (6.2%) are in paid employment than women with a learning disability known to their local authority (4.8%; NHS Digital 2020). Mencap.

Research has shown us that the commissioning of high quality, outcome-focused supported employment for people with learning disabilities can bring significant financial savings to local authorities and directly improve the quality of life for people with learning disabilities.

## Research studies in Kent and Gloucestershire



Research studies have evidenced the value for money of supported employment schemes, with opportunities for further development and savings generated by :

- \* Obtaining more full-time jobs for those not in receipt of day services and/or are unknown to social services.
- \* Developing a greater focus on those who are dependent on local day services prior to obtaining a job.

In Gloucestershire savings were evidenced returning £1.17 to the LA for every £1 it spent on the supported employment service.

[https://www.base-uk.org/sites/default/files/knowledge/Gloucestershire%20Cost-Benefit%20analysis/cba\\_final\\_draft\\_ap\\_2015-2.pdf](https://www.base-uk.org/sites/default/files/knowledge/Gloucestershire%20Cost-Benefit%20analysis/cba_final_draft_ap_2015-2.pdf)

The study from Kent identified even greater savings than originally identified. Indications pointed to average annual savings of £1290 to the council and over £3500 to the taxpayer for every person in work. The study considered changes to welfare benefit entitlements, the cost of services received and tax and national insurance payments before and after employment.

[https://www.base-uk.org/sites/default/files/%5Buser-raw%5D/11-06/kentcba\\_-\\_final\\_sept2011.pdf](https://www.base-uk.org/sites/default/files/%5Buser-raw%5D/11-06/kentcba_-_final_sept2011.pdf)

## 2. CURRENT SERVICE OFFER

The current supported employment service is provided by Seetec Pluss, a specialist social enterprise who supply work and wellbeing services across the country.

Support for people with learning disabilities to obtain paid employment is based on the British Association of Supported Employment (BASE) pathway , using the “Place & Train” model please see below. This is widely recognised as the most effective model for the delivery of supported employment.

**Figure 1: BASE Supported employment pathway**



The key functions of the Seetec Pluss (Pluss) supported employment service are as follows below:

- Employment bureau –completing work and employment-based assessment for each person referred to the service. This service will also map out training and support needs, Referrals can come from many routes including schools, colleges, direct from the individual and or their family, social care and the Department of Work and Pensions
- Delivery for people aged 18+,
- Programme of time limited work experience placements,
- Prioritisation of 16 hour+ jobs for people with learning disabilities, autism, and mental health conditions in the city,
- Supported & supported permitted work (paid employment), at or above the minimum wage, to include less than 16 hours per week,
- Employer liaison, engagement & promotion of paid work for people with learning disabilities.

All of the above services can be delivered within community hub locations across the city, as and when required.

Plus currently operates on 50 places per week within the service and delivers this predominately to people with learning disabilities, but also includes with the scope of their service when required people with mental health conditions and or autism.

### 3. CASE FOR CHANGE

Within the forthcoming procurement options, we would like to review and consider up to date best practice, changes and reviews proposed by industry leaders. This includes retaining the accepted best practice in the model for supported employment that works, but also build in and reflect on any change requested or evidenced during the period before and after the pandemic.

1. The “Place and train” model that was designed by BASE has long been held up as a model of best practice for supported employment and was endorsed by Valuing People Now. Any new service design going forward will still be based on the Place and Train model.

<https://www.base-uk.org/about-supported-employment>

BASE is using a short version of the Supported Employment Quality Framework (SEQF) to audit the model fidelity of Supported Employment services. There is growing pressure from employers and commissioners for employment services to demonstrate their quality in an independent and transparent way. This quality accreditation aims to provide that assurance.

It is proposed that any new supplier for supported employment should have or be working towards the SEQF.

2. The “Employers Guide to Supported Employment” (NDTi 2019) concentrated on NHS as an employer around employing people with a mental health condition, a learning disability and / or autism. This guide gave some very helpful areas to focus on:
  - The importance of recruitment, selection, and retention
  - Implementing reasonable adjustments
  - Ensuring that all staff understand the social model of disability and the concept of disability equality, and this is embedded within an employer’s equality and diversity policy.

- An emphasis on providing disability awareness training and guidance for staff based on the social model disability and the legislation.
  - Appropriate recruitment training and guidance is provided to those involved in recruitment process and in developing HR guidance.
  - Strength-based approach to managing staff to build on skills and meet business needs.
3. Mencap's "Employ Me" programme and guidance are focussed on low level support for employers, reasonable adjustments, training, and awareness for staff.
4. The Chartered Institute for Personnel and Development (CIPD) "Inclusive recruitment: Guide for employers" 2022 includes the requirement for employers to lay out their plans for equality in an inclusion policy, proper and consistent use of reasonable adjustments, the positive use of pre-employment medical questionnaires, and support for managers to challenge stereotypical thinking,

Disability confident and CIPD – "Recruiting, managing, and developing people with a disability or health condition" (2020) concentrated on key advice for organisations about the whole process of employing and retaining people with disabilities.

We know from feedback that there are areas of the service that need to be adjusted:

#### **Feedback from service users**

- "More training – need more to get a job- on shop floor/till training.
- They need to find a job that would match at least/almost match your idea.
- More work experience.
- Telling me a lot of things about found jobs that they never told me about before. It's a lot to take in because it makes me feel very uncomfortable.
- Be able to move on to get more people jobs.
- Local jobs, people need wages."

#### **Feedback from staff, professionals, and employers**

- "We need to be using distance travelled tools so we can measure more effectively how far people have come.
- We need to be using up to date technology to make work easier.
- Be more streamlined – everyone can input and access information.
- Use BASE model creatively without putting off employers."
- Individual marketing - Employers don't come to Pluss with vacancies?

#### **Conclusion and recommendations**

- Continue to commission using the "Place and Train" model for future supported employment services.
- To build into future commissioning the requirement for suppliers to hold the Supported Employment Quality Framework (SEQF) and link with key local partnerships such as Skills Launchpad and Caring Plymouth
- To increase the provision of training for job seekers on the job, whenever required.
- Within a future commissioned service, to increase the level of guidance and support available for employers around reasonable adjustments, recruitment, and retention.

- To build into new service specifications the requirement for the provider to offer training courses for employers and organisations to support the learning disability paid employment.
- To set clear expectations around efficient service delivery using digital solutions in all aspects of how the supported employment service is run.
- To review data collection methods with the local authority and partners to find the best method that will improve accuracy around the recording of the number of people with learning disabilities in paid employment.
- Review and share access criteria for learning disability employment, to ensure that eligibility for support is correctly deployed, to also ensure that pathways are mainstream and do not bring people into adult social care if this is not required.

### 3.1 National Drivers

The following national strategic drivers support the recommissioning of learning disability supported employment services:

- **Valuing People (2001) and Valuing People Now (2008)** – National strategy frameworks for learning disability services.  
[Valuing People - A New Strategy for Learning Disability for the 21st Century - GOV.UK \(www.gov.uk\)](http://www.gov.uk)
- **Valuing Employment 2009:** national strategy to raising the expectations of people with disabilities, their families, and professionals about paid employment, improve the transition from education to employment, include people with severe and/or complex disabilities and introduce quality standards for supported employment.  
[https://www.legislation.gov.uk/ukia/2009/179/pdfs/ukia\\_20090179\\_en.pdf](https://www.legislation.gov.uk/ukia/2009/179/pdfs/ukia_20090179_en.pdf)
- **ASCOF measure IE:** Proportion of adults with learning disabilities in paid employment.
- **Public Services (Social Value) Act (2012):** To consider how the services the local authority commissions and procures might improve the economic, social, and environmental wellbeing of the Plymouth area.
- **Equality Act (2010) – Public Sector Equality Duty:** To eliminate unlawful discrimination, harassment, and victimisation, to advance equality of opportunity between people, to foster good relations between people who share a protected characteristic and those who do not.
- **Improving Lives (2017): Department for Work and Pensions** - plans to transform employment prospects for disabled people and those with long term health conditions over the next 10 years.

### 3.2 Plymouth System Drivers

The following **partners' strategies and plans** must also support the procurement of supported employment:

- **Devon ICB** - aim is “to improve people’s lives in Devon – wherever they live – to reduce health inequalities and make sure we can deliver these services for the long term. 5-year joint forward plan - Varied education, training and employment opportunities, workforce availability and wellbeing”.

- **Livewell Southwest Community Interest Company** - mission is to support people to lead independent, health lives in the place, and the community in which they live.

### 3.3 Plymouth City Council Drivers

The following **council strategies and plans** must also support the procurement of supported employment :

- **Skills Launchpad Plymouth** - Skills Launchpad Plymouth – the city’s one-stop-shop for skills, training, education, careers, and jobs
- **Local offer to Care Leavers**
- **Working together to improve employability skills**
- **Plymouth’s SEND employment forum and SEND Innovation programme**
- Plymouth’s **Go Green Campaign** is a key driver for our procurements, with the goal for the city to be net zero carbon by 2030. This includes sustainable procurement and driving innovations to create change across the city.
- **Corporate Plan** – Green investment, jobs, skills, and better education

## 6. FINANCIAL IMPLICATIONS

It is proposed that this contract is let with a budget for the whole service rather than a quote for per person or place. A long contract length (3 initial years with an option to extend for a further 6 years, in increments of 2 years) would be more favourable to the market to offer longer term sustainability for the provider, with the ability to draw down other funding streams which complement the service area.

Budget – year	Amount
The budget for the Pluss supported employment contract 2023/24	£195,974
3-year contract figure	£587,922
+ 2 + 2 + 2 addition option to extend	£1,175,844 (£391,948 per 2-year extension)
Total final figure for 9-year service	£1,763,766

### 6.1 RISKS AND MITIGATIONS

Table 8: risk and mitigation

Risk	Risk Score			Mitigation	Revised Risk Score		
	Likelihood (1-5)	Impact (1-5)	RAG (1 – 25)		Likelihood (1-5)	Impact (1-5)	RAG (1 – 25)
<b>Quality of Service</b> Providers tendering for services that are untested	4	4	16	Build into specification requirement to hold BASE accreditation	1	2	2
<b>Financial</b> Budget to deliver service and level of growth built in	3	2	6	Length of contract 3 + 2 + 2 +2 builds in sustainability. Supplier questionnaire to test supplier performance on bringing in new business and other contracts related to supported employment.	2	2	4
<b>User</b> Level of knowledge about the service for users and their families – especially in the light of the proposed changes to benefits	3	3	9	Specification revision to include better communication and information being shared .	2	2	4
<b>System / Partners</b> Best practice and guidance require changes to how services are operated, with no additional funding	4	3	12	New procurement model being proposed to build in a competitive dialogue process to seek solutions to issues and problems in a sustainable way and links with Skills Launchpad and Caring Plymouth	2	3	6
<b>Reputation</b> Local authorities are measured around the number of people with learning disabilities who are in paid employment. The number is inaccurate due to reporting and accuracy issues	5	2	10	Specification and new access criteria to build in requirement with PCC data systems to collect and manage access	3	1	3
<b>Time</b> Suppliers are delivering more complex services where digital recording of cases, outcomes and	4	2	8	Use competitive dialogue process to work out solutions to deliver	2	2	4

employer engagement need to be held within "live" data systems				technical changes expected in service delivery			
<b>Procurement</b> – challenging expectations for service delivery against available budgets, need to ensure service is deliverable & look for different approach to deliver this.	4	3	12	Use competitive dialogue process to work out solutions to deliver required changes within the service.	2	2	4

**6.2 OUTCOMES AND BENEFITS**

**Table 9: outcomes and benefits**

<b>Strategic Outcome</b>	<b>Benefit Description</b>	<b>Benefit Category</b>
Cost Avoidance	By delivering an outcome focused supported employment service , we will increase the number of people with learning disabilities moving into paid employment and not using social care services.	Invest to save, we avoid spending and improve independence and quality of life by making the change.
User Improvements	Revised service specification will deliver improved paid employment outcomes / increased user satisfaction	Evidence around improved outcomes for SEND, transitions, CQC assurance & ASCOF data improvements.
System / Partner Improvements	New service operation model will deliver efficiency benefits across the system working with the SEND/transitions employment pathway & the DWP to help partners achieve increases in paid improved flow,	Improved partnership working

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

Document is Restricted

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# EQUALITY IMPACT ASSESSMENT – LEARNING DISABILITY SUPPORTED EMPLOYMENT RE-PROCUREMENT.

## SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> The person completing the EIA template.	Fiona Gordon	<b>Department and service:</b>	Strategic cooperative commissioning – Learning Disability Supported employment procurement	<b>Date of assessment:</b>	November 2024
<b>Lead Officer:</b> Head of Service, Service Director, or Strategic Director.	Emma Crowther	<b>Signature:</b>		<b>Approval date:</b>	19 <sup>th</sup> November 2024
<b>Overview:</b>	<p>The value of supported employment as a positive tool to achieve positive change in the lives of people with learning disabilities has been underpinned by National Policy (Valuing People, Valuing People Now, Valuing Employment) which influenced changes to how supported employment, day centres and preparing for adulthood were commissioned.</p> <p>Supported Employment has been successfully used for decades as a model to secure and retain paid employment. The model uses a partnership strategy to enable people with disabilities to achieve sustainable long-term employment and businesses to employ valuable workers. This service provides specialised support and reasonable adjustments to learning disabled people who are covered as a defined protected characteristic under the Equality Act 2010. The service has to supply bespoke support to help people with learning disabilities due to their needs, and that mainstream employment support would not have the knowledge, expertise or time to deliver this properly and successfully.</p>				
<b>Decision required:</b>	<ol style="list-style-type: none"> <li>1. Agree the business case to procure a new learning disability supported employment service with a total cost of £1,175,844, using a Competitive Dialogue procurement process to tender.</li> <li>2. Delegate the awarding of contracts to the Director of Health, Adults and Communities where they would not already have the authority to do so within the Scheme of Delegation.</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>The re-procurement of this service will not negatively impact on the client group for this contract who are covered under the protected characteristic for disabled people (Equality Act 2010).</p> <p>The procurement of this service will aim to continue to meet the need for specialist support that cannot be supplied by mainstream employment services provided to the whole population by the DWP.</p> <p>Informed practice and the use of reasonable adjustments, alongside real knowledge of learning disability help people to gain paid employment.</p> <p>The service will be delivered using an evidence-based approach designed by the British Association of Support Employment.</p> <p>The current service contract delivered by the incumbent provider has been extended to cover the period of the formal tender, so there will be no change to the level of service being delivered to disabled people while the new service is procured.</p>			

**SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT**

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department
<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>	None identified	N/A	

<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 identified</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 identified</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 identified	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 identified	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 identified	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)</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>None identified</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).</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>None identified</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 identified</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 identified</p>	<p>N/A</p>	



**SECTION FOUR: HUMAN RIGHTS IMPLICATIONS**

<b>Human Rights</b>	<b>Implications</b>	<b>Mitigation Actions</b>	<b>Timescale and responsible department</b>
	None identified	N/A	

**SECTION FIVE: OUR EQUALITY OBJECTIVES**

<b>Equality objectives</b>	<b>Implications</b>	<b>Mitigation Actions</b>	<b>Timescale and responsible department</b>
<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>	None identified	N/A	
<b>Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.</b>	None identified	N/A	
<b>Build and develop a diverse workforce that represents the community and citizens it serves.</b>	None identified	N/A	
<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>	None identified	N/A	

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**EXECUTIVE DECISION****made by a Council Officer****REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL COUNCIL OFFICER****Executive Decision Reference Number – COD33 24/25**

Decision	
1	<b>Title of decision:</b> Plymouth City Council 2025 Non-Commercial Routes Network Tender Contract Award
2	<b>Decision maker:</b> Paul Barnard, Service Director for Strategic Planning and Infrastructure
3	<p><b>Report author and contact details:</b></p> <p>James Quintrell-Harris            Tel: 01752 307597            Email: <a href="mailto:james.quintrell-harris@plymouth.gov.uk">james.quintrell-harris@plymouth.gov.uk</a></p>
4a	<p><b>Decision to be taken:</b></p> <ul style="list-style-type: none"> <li>The Service Director for Strategic Planning and Infrastructure to approve the award of the Council's 2025 Non-Commercial Routes, as per the Procurement Decision Record and the Briefing Note appended to this decision. The total net annual value for all Lots awarded is £1,061,742. (circa £2,957,370 for the initial contract periods)</li> </ul> <p>Lot 1 – 26392/A – Service 13/S – Stagecoach Southwest - £103,912.81 Net Annual Cost (circa £311,738.43 for the initial contract period)</p> <p>Lot 2 – 26392/B – Service 14 – Stagecoach Southwest - £135,754.95 Net Annual Cost (circa £407,264.85 for the initial contract period)</p> <p>Lot 3 – 26392/C – Service 27 – Stagecoach Southwest - £10,845.09 Net Annual Cost (circa £32,535.27 for the initial contract period)</p> <p>Lot 4 – 26392/D – Service 30/31 – Stagecoach Southwest - £79,392.51 Net Annual Cost (circa £238,177.53 for the initial contract period)</p> <p>Lot 5 – 26392/E – Service 41 – Plymouth Citybus - £48,000 Net Annual Cost (circa £144,000 for the initial contract period)</p> <p>Lot 6 – 26392/F – Service 54 – Stagecoach Southwest - £22,045.95 Net Annual Cost (circa £66,137.85 for the initial contract period)</p>

	<p>Lot 7 – 26392/G – Service 200 – Stagecoach Southwest - £125,372.98 Net Annual Cost (circa £376,118.94 for the initial contract period)</p> <p>Lot 8 – 26392/H – No award due to Lot 9 &amp; 10 being awarded.</p> <p>Lot 9 – 26392/I – Service 4 – Stagecoach Southwest - £340,388.34 Net Annual Cost (circa £1,021,165.02 for the initial contract period)</p> <p>Lot 10 – 26392/J – Service 4A &amp; 4B – Stagecoach Southwest - £82,101.55 Net Annual Cost (circa £246,304.65 for the initial contract period)</p> <p>Lot 11 – 26392/K – Service 19 – Stagecoach Southwest - £113,927.81 Net Annual Cost (circa £113,927.81 for the initial contract period)</p>
4b	<p><b>Reference number of original executive decision or date of original committee meeting where delegation was made:</b></p> <p>Executive Decision Reference Number – L05 24/25</p>
5	<p><b>Reasons for decision:</b></p> <p>The reason for this decision is to conclude the current procurement activity, to enable the award of a number of bus service contracts to form part of Plymouth City Councils non-commercial routes network from March 2025.</p>
6	<p><b>Alternative options considered and rejected:</b></p> <p>The following option has been considered and rejected:</p> <p><b>Option 1: Do Not Award the Contracts</b></p> <p>The option was considered and rejected as the services which are being procured can be fully funded by the Council’s own Non-Commercial Routes budget, various Section 106 funds for which agreements are already in place, the Department for Transport’s (DfT) Bus Service Improvement Plan Phase 2 (BSIP 2) and the DfT’s Bus Service Improvement Plan Phase 4 (BSIP 4).</p> <p>In addition to the above, not awarding the contracts would leave many residents of Plymouth without a bus service, denying them a sustainable form of transport to access employment, education, leisure, retail and medical facilities.</p> <p><b>Option 2: Award all Contracts on a Like for Like Basis</b></p> <p>This option was considered and rejected as it was not financially viable for the full three years of the contract award. This option could have been affordable in year one of the contracts (2025/2026) given the Council’s BSIP 4 funding allocation, however, for year two (2026/2027) and year three (2027/2028) of the contracts this funding would not have been available.</p>
7	<p><b>Financial implications and risks:</b></p> <p>As referenced above all of the contracts awarded can be fully funded by the Council’s Non-Commercial Routes budget, S106, BSIP 2 &amp; BSIP 4.</p>

The financial impact is summarised within the below table:				
<b>Budget Information</b>				
	2025/2026	2026/2027	2027/2028	
Non Commercial Routes	£466,200	£466,200	£466,200	
SI06	£422,490	£489,829	£489,829	
BSIP 2	£67,339	£0	£0	
BSIP 4	£113,828	£0	£0	
Total Budget Available	£1,069,957	£956,029	£956,029	
Cost	£1,061,742	£947,814	£947,814	
Difference	£8,215	£8,215	£8,215	
<b>8</b>	<b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)	<b>Yes</b>	<b>No</b>	<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>£1million</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>8b</b>	<b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b>	3 <sup>rd</sup> December 2024		
<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>	<p>The provision of a non-commercial routes network, which this Decision enables, supports the sustainable growth of Plymouth by providing residents with sustainable transport options to access employment, education, healthcare, leisure and retail opportunities. It therefore directly supports both the Corporate Plan and Plymouth Plan.</p> <p><b>Links to the Corporate Plan:-</b></p> <p>The provision of a non-commercial routes network helps to make Plymouth a great place to grow up and grow old and helps to minimise the cost-of-living crisis.</p>		

		<p>It also directly helps to deliver the Council's priority of providing greener transport.</p> <p><b>Links to the Plymouth Plan: -</b></p> <p>The provision of a non-commercial routes network supports the delivery of the strategy set out within the Plymouth Plan and in particular policies HEA6 (Delivering a safe, accessible, sustainable and health enabling transport system) and GRO4 (Using transport investment to drive growth, and commitment to facilitate the use of sustainable transport modes).</p> <p>The Plymouth Plan seeks to help deliver a transport system that enables and encourages sustainable and active travel choices, provides good accessibility for the city's population to jobs and services, and supports a healthy environment, all of which a non-commercial routes network helps to achieve.</p> <p>Furthermore, through the provision of a non-commercial routes network the Council supports the use of sustainable transport modes as set out in the Plymouth and South West Devon Joint Local Plan, specifically policies SPT9 (5)5, where it states that the local Planning and Highway Authorities with key stakeholders will deliver: "realistic sustainable transport choices and increasing the integration of transport modes so that people have genuine alternative ways to travel.," SPT9 (6), which seeks to get the most out of our existing network and encourage behavioural change, SPT9(9) (delivering transport projects which provide a safe and effective transport system) and SPT (10) of the Plymouth and South West Devon Joint Local Plan and policies HEA6 (Delivering a safe, accessible, sustainable and health enabling transport system), GRO4 (Using transport investment to drive growth) and GRO7(Reducing carbon emissions and adapting to climate change) of the Plymouth Plan.</p> <p>The provision of a non-commercial routes network programme also supports the achievement of the aspirations of the <a href="#">Plymouth Bus Service Improvement Plan</a> which is a delivery plan of the Plymouth Plan.</p>
10	<p><b>Please specify any direct environmental implications of the decision (carbon impact)</b></p>	<p>On 8 March 2019 the Council declared a Climate Emergency and produced a number of key actions to achieve net zero carbon by 2030.</p> <p>Plymouth City Council's non-commercial routes network supports the Councils efforts to reduce carbon emissions by providing an alternative</p>

		sustainable transport option to the private car, hence enabling behavioural change.  Furthermore, through the contracts let by this tender, the Council will be able to stipulate the maximum age of vehicles operating on non-commercial routes thereby reducing the environmental impact of the services, compared with an unregulated environment		
<b>Urgent decisions</b>				
I1	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact <a href="#">Democratic Support</a> for advice)
		No	X	(If no, go to section I3a)
I2a	Reason for urgency:			
I2b	Scrutiny Chair signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
<b>Consultation</b>				
I3a	Which Cabinet Member's portfolio does this decision relate to?	Councillor Mark Coker, Cabinet Member for Strategic Planning and Transport		
I3b	Date Cabinet Member consulted	26 November 2024		
I3c	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	X	(If no go to section I4)
I3d	Which other Cabinet member's portfolio is affected by the decision?	N/A		
I3e	Date other Cabinet member(s) consulted	N/A		
I4	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	
I5	Which Corporate Management Team member has been consulted?	Name	Karime Hassan	
		Job title	Interim Strategic Director for Growth	
		Date consulted	5 <sup>th</sup> December 2024	


Sign-off			
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JS89 24/25
		Finance (mandatory)	OW.24.25.001
		Legal (mandatory)	LS/2960(36)/JP/130125
		Human Resources (if applicable)	N/A
		Corporate property (if applicable)	N/A
		Procurement (if applicable)	PW/PS/767/ED/0125

Appendices		
17	Ref.	Title of appendix
	A	Briefing report for publication - Plymouth City Council 2025 Non-Commercial Routes Network Tender Contract Award
	B	Equalities Impact Assessment - Plymouth City Council 2025 Non-Commercial Routes Network Tender Contract Award
	C	Climate Impact Assessment - Plymouth City Council 2025 Non-Commercial Routes Network Tender Contract Award

Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes	X	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below.				
		No						
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
	Procurement Decision Record			X				

Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7



<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>	22.01.2025			
<b>Print Name</b>	Paul Barnard						

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## Plymouth City Council 2025 Non-Commercial Routes Network Tender Contract Award – Briefing Note



### 1. Background

This briefing note has been produced to inform the Service Director for Strategic Planning and Infrastructure of the outcomes following the procurement, evaluation and subsequent contract award for a number of bus services which, upon award, will form part of Plymouth City Council's non-commercial routes network.

### 2. Current Situation

The Council currently provides financial support for services set out in Table 1 below. The services are funded through a range of budgets - the Council's own non-commercial routes budget (NCR), various Section 106 contributions, and the Department for Transport's (DfT) Bus Service Improvement Plan Phase 2 (BSIP 2) grant. Table 1 also shows the funding source for each route.

**Table 1: Current Non-Commercial Routes Network**

Service	Route	Funding Source
1A	Elburton – Sherford	S106
1A	William Prance Road extension to serve the Royal Eye Infirmary (REI)	S106
2	Service 2 BSIP corridor frequency enhancements	BSIP 2
2	Retention of evening journeys between Mount Batten, Hooe and City Centre.	BSIP 2
4, 4A, 4B & 4C	4 – City Centre to Plymstock Broadway via Saltram Meadow 4A - City Centre to Hooe via Saltram Meadow 4B – City Centre to Elburton via Saltram Meadow 4C – City Centre to Saltram Meadow	S106
13/S	13S – Barne Barton to Kings Tamerton via St Budeaux 13 – City Centre to Holly Park via Saltash Passage	NCR & BSIP 2
14	City Centre to Derriford via Devonport, Mutton Cove, Keyham and Beacon Park	NCR
21/21A	Service 21/21A BSIP corridor frequency enhancements	BSIP 2
27	City Centre to Derriford Hospital via Lower Compton, Efford, Eggbuckland, Mainstone and Estover Factories	NCR & BSIP 2

30/31	30 – City Centre to City Centre via Mannamead, Hartley Vale and Peverell 31 – City Centre to City Centre via Peverell, Hartley Vale and Mannamead	BSIP 2
41	City Centre to Southway via Peverell	BSIP 2
52	Plympton to Derriford Hospital via Coypool Park and Ride	SI06
54	City Centre to Bovisand Beach via Plymstock	BSIP 2
200	Coypool Park and Ride to City Centre	NCR

As can be seen in Table 1, a number of services are fully funded through the Council's BSIP 2 grant allocation. However, this funding must be spent by 31<sup>st</sup> August 2025.

Services funded through the Council's non-commercial routes budget and SI06 have also been included in the tender where the current contracts are due to expire on 31 March 2025.

Table 2 shows all services that have been included in the tender.

**Table 2: Services Included in the Tender**

Service	Route	Current Status	Funding Source
4, 4A, 4B	4 – City Centre to Plymstock Broadway via Saltram Meadow 4A - City Centre to Hooe via Saltram Meadow 4B – City Centre to Elburton via Saltram Meadow	Existing tendered service	100% SI06
13/S	13S – Barne Barton to Kings Tamerton via St Budeaux (school journey) 13 – City Centre to Holly Park via Saltash Passage	Existing tendered service	13S and 13 journeys between City Centre and Saltash Passage – NCR  Extension from Saltash Passage to Holly Park – BSIP 2
14	City Centre to Derriford via Devonport, Mutton Cove, Keyham and Beacon Park	Existing tendered service	100% NCR
19	City Centre to Merafield via Haye Road	New service included in the tender due to public requests for a service to the crematorium	N/A
27	City Centre to Derriford Hospital via Lower Compton,	Existing tendered service	Monday to Friday service – NCR

	Efford, Eggbuckland, Mainstone and Estover Factories		Saturday service – BSIP 2
30/31	30 – City Centre to City Centre via Mannamead, Hartley Vale and Peverell 31 – City Centre to City Centre via Peverell, Hartley Vale and Mannamead	Existing tendered service	100% BSIP 2
41	City Centre to Southway via Peverell	Existing tendered service	100% BSIP 2
54	City Centre to Bovisand Beach via Plymstock	Existing tendered service	100% BSIP 2
200	Coypool Park and Ride to City Centre	Existing tendered service	100% NCR

Table 3 below shows services not included in the tender, and the reasons why they have not been included.

**Table 3: Services Not Included in the Tender**

Service	Operator	Route	Reason
1A	Stagecoach Southwest	Elburton - Sherford	100% S106 funded. Contract in place until September 2026
1A	Stagecoach Southwest	William Prance Road extension to serve REI	Short term contract to be taken on commercially from April 2025
2	Stagecoach Southwest	Service 2 BSIP corridor frequency enhancements	100% BSIP 2 funded. Extension option to 31 August 2025 to be enacted if operator is unable to retain the service on a commercial basis
2	Stagecoach Southwest	Retention of evening journeys between Mount Batten, Hooe and City Centre.	100% BSIP 2 funded to 31 March 2025 but on a use it or lose it basis
4C	Stagecoach Southwest	City Centre to Saltram Meadow	Early morning service to be withdrawn due to low demand (replaced in part by service 4)

21/21A	Plymouth Citybus	Service 21/21A BSIP corridor frequency enhancements	100% BSIP 2 funded. Extension option to 31 August 2025 to be enacted if operator is unable to retain the service on a commercial basis
52	Stagecoach Southwest	Plympton to Derriford Hospital via Coypool Park and Ride	100% S106 funded. Options within current contract to extend in annual increments until 2030

### 3. Procurement Process

The procurement process utilised the Devon County Council Dynamic Purchasing System (DPS). This system has been used in the past and provides the most cost-effective procurement when tendering local bus services.

The main benefits of using the DPS are as follows

- The Council do not need to undertake a full public procurement process that is subject to the Public Contract Regulations 2015 (PCR 2015) as this has already been done by Devon County Council in setting up the DPS
- The DPS provides a quicker route to market as suppliers listed on the DPS have already been assessed for their financial stability, track record, experience and technical & professional ability, before being awarded a place on the DPS
- The DPS offers the opportunity to a wider audience, providing the ability for new operators to consider tendering
- The use of the DPS has potential to allow longer contracts (up to eight years) and hence encourage a wider base of tenderers and investment in better vehicles
- The Council has successfully used the DPS on previous tender opportunities, including the last full retendering exercise in 2022 and 2023
- Cost savings to Plymouth City Council if compared with undertaking our own procurement process in accordance with the PCR 2015
- The Council's contract award processes at the point of contract award still apply

The tender was dispatched on 16 September 2024 with bids being returned on 16 October 2024.

It is anticipated that the contracts will be awarded from 30 March 2025 for an initial 3-year contract term until 1 April 2028, with options to extend in annual increments for up to a further 5 years.

Lot 11, service 19, will only be awarded for one year due to it being funded from the DfT's Bus Service Improvement Plan Phase 4 (BSIP 4) which is only available for the financial year 2025/2026. This contract will also commence from 30<sup>th</sup> March 2025 and will expire on 28<sup>th</sup> March 2026, with options to extend in annual increments for up to a further 7 years, should additional funding become available.

#### 4. Tender Outcomes

The tender opportunity was viewed by eleven organisations, but only two of these submitted bids. All bids received were compliant with the requirement. Operators were also given the opportunity to submit alternative proposals, potentially offering more practical, financially advantageous solutions for the Council, such proposals being received for the following Lots:

- Lot 4 – Service 30/31 – one alternative timetable proposal
- Lot 7 – Service 200 – one alternative timetable and minor route change proposal
- Lot 9 – Service 4 – two alternative timetable proposals
- Lot 10 – Service 4A/4B – one alternative timetable proposal
- Lot 11 – Service 19 – two alternative timetable proposals

**Table 4: Bids Received**

Lot	Plymouth Citybus	Stagecoach Southwest
1	Y	Y
2	Y	Y
3	Y	Y
4	N	Y
5	Y	Y
6	N	Y
7	Y	Y
8	Y	Y
9	Y	Y
10	Y	Y
11	Y	Y

Tenders were evaluated using the following methodology:

- Price-70%
- Quality-20%
- Social Value-10%

#### 5. Options Considered

As part of the evaluation of the bids received, a number of options were considered, these are as follows:

##### **Option 1: Do Not Award the Contracts**

The option was considered and rejected as the services which are being procured can be fully funded by the Council's own Non-Commercial Routes budget, various Section 106 funds for which agreements are already in place, the Department for Transport's (DfT) Bus Service Improvement Plan Phase 2 (BSIP 2) and the DfT's Bus Service Improvement Plan Phase 4 (BSIP 4).

In addition to the above, not awarding the contracts would leave many residents of Plymouth without a bus service, denying them a sustainable form of transport to access employment, education, leisure, retail and medical facilities.

### Option 2: Award all Contracts on a Like for Like Basis

This option was considered and rejected as it was not financially viable for the full three years of the contract award. This option could have been affordable in year one of the contracts (2025/2026) given the Council's BSIP 4 funding allocation, however, for year two (2026/2027) and year three (2027/2028) of the contracts this funding would not have been available.

However, one option was fully affordable for all three years of the initial contract period as set out in Table 5 below:

**Table 5: Recommended Option**

Service Number	Operator	Description	Annual Cost
13/S	Stagecoach Southwest	13S: Barne Barton to Kings Tamerton via St Budeaux School Days Only  13: City Centre to Holly Park Via Saltash Passage - Monday to Friday except Public Holidays	£103,912.8
14	Stagecoach Southwest	City Centre to Derriford via Devonport, Keyham and Beacon Park - Monday to Saturday except Public Holidays	£135,754.95
27	Stagecoach Southwest	City Centre to Derriford via Lower Compton, Efford, Eggbuckland and Mainstone - Monday to Saturday Except Public Holidays	£10,845.09
30/31	Stagecoach Southwest	30: City Centre to City Centre via Mannamead, Hartley Vale and Peverell – Monday to Friday except Public Holidays  31: City Centre to City Centre via Peverell, Hartley Vale and Mannamead – Monday to Friday except Public Holidays	£79,392.51
41	Plymouth Citybus	City Centre to Southway via Peverell - Monday to Friday except Public Holidays	£48,000
54	Stagecoach Southwest	City Centre to Bovisand Beach via Plymstock – Summer only	£22,045.95
200	Stagecoach Southwest	City Centre to Coypool Park and Ride – Monday to Saturday	£125,372.98
4	Stagecoach Southwest	City Centre to Plympton via Saltram Meadow, Plymstock	£340,388.34



		Broadway and Sherford - Monday to Sunday including Public Holidays	
4A/4B	Stagecoach Southwest	4A – City Centre to Hooe via Saltram Meadow and Plymstock Broadway - Monday to Friday except Public Holidays  4B – City Centre to Elburton via Saltram Meadow and Plymstock Broadway - Monday to Friday except Public Holidays	£82,101.55
19	Stagecoach Southwest	City Centre to Plympton Ridgeway via Plymstock Broadway, The Park Crematorium and Merafield - Monday – Sunday including Public Holidays.	£113,927.81

### Summary

This is our preferred option as:

- It is affordable within existing funding streams
- It retains all services with minor changes to frequencies on the 4A, 4B, 30 & 31 and a minor route change on the 200
- It provides a service to the new crematorium
- It provides an additional service between Plymstock and Plympton via Sherford

This award will be provisional and subject to receipt from Stagecoach Southwest and Plymouth Citybus of the satisfactory self-certification documents detailed in the ITT Return Document. In the event these operators cannot provide the necessary documentation, the Council reserves the right to award the contract(s) to the second highest scoring Tenderer.

This award is also subject to the outcome of any challenge made during the voluntary standstill period.

## 6. Financial Considerations of the Tender Outcomes

Table six below shows the financial implications of the contracts based on the option within table 5:

**Table Six: Financial Impact**

Budget Information			
	2025/2026	2026/2027	2027/2028
Non-Commercial Routes	£466,200	£466,200	£466,200
SI06	£422,490	£489,829	£489,829
BSIP 2	£67,339	£0	£0
BSIP 4	£113,828	£0	£0
Total Budget Available	£1,069,957	£956,029	£956,029
Cost	£1,061,742	£947,814	£947,814
Difference	£8,215	£8,215	£8,215

## 7. Recommendations

It is recommended that the contracts are awarded to the highest scoring tenderers as set out in Table 5.


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

Document is Restricted

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# EQUALITY IMPACT ASSESSMENT – PLYMOUTH CITY COUNCIL 2025 NON-COMMERCIAL ROUTES NETWORK TENDER CONTRACT AWARD

## SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> The person completing the EIA template.	James Quintrell-Harris	<b>Department and service:</b>	Strategic Planning and Infrastructure, Sustainable Transport	<b>Date of assessment:</b>	09/12/2024
<b>Lead Officer:</b> Head of Service, Service Director, or Strategic Director.	Paul Barnard – Service Director, Strategic Planning & Infrastructure	<b>Signature:</b>		<b>Approval date:</b>	10.12.2024
<b>Overview:</b>	<p>This assessment relates to the award of a number of contracts which will form part of Plymouth City Council’s non-commercial routes network.</p> <p>The Council’s non-commercial routes network provides bus services to areas of the city which are not served by bus operators as part of their commercial network.</p> <p>Without the non-commercial routes network, residents who live in areas of the city which are not served by commercial bus services have reduced access to employment, education, healthcare, retail and leisure opportunities because of the lack of access to a bus; impacting on their wellbeing. A lack of access to public transport also leads to an increase in the number of vehicles on Plymouth’s road network adding to congestion in the city, and detrimentally impacting on air quality, as well as the Council’s efforts to become carbon neutral by 2030.</p> <p>As a result of the recommended decision within the Procurement Decision Record and Executive Decision by Officer the frequency on a number of bus services will be reduced from every hour to every other hour, these services are as follows:</p> <p>4A – City Centre to Hooe via Saltram Meadow and Broadway</p> <p>4B – City Centre to Elburton via Saltram Meadow and Broadway</p> <p>30 – City Centre to City Centre via Mannamead, Hartley Vale and Peverell</p> <p>31 – City Centre to City Centre via Peverell, Hartley Vale and Mannamead</p>				

<b>Decision required:</b>	<p>The Service Director for Strategic Planning and Infrastructure to approve the award of the Council’s 2025 Non-Commercial Routes, as per the Procurement Decision Record and the Briefing Note appended to this decision. The total net annual value for all Lots awarded is £1,061,742. (circa £2,957,370 for the initial contract periods)</p> <ul style="list-style-type: none"> <li>• Lot 1 – 26392/A – Service 13/S – Stagecoach Southwest - £103,912.81 Net Annual Cost (circa £311,738.43 for the initial contract period)</li> <li>• Lot 2 – 26392/B – Service 14 – Stagecoach Southwest - £135,754.95 Net Annual Cost (circa £407,264.85 for the initial contract period)</li> <li>• Lot 3 – 26392/C – Service 27 – Stagecoach Southwest - £10,845.09 Net Annual Cost (circa £32,535.27 for the initial contract period)</li> <li>• Lot 4 – 26392/D – Service 30/31 – Stagecoach Southwest - £79,392.51 Net Annual Cost (circa £238,177.53 for the initial contract period)</li> <li>• Lot 5 – 26392/E – Service 41 – Plymouth Citybus - £48,000 Net Annual Cost (circa £144,000 for the initial contract period)</li> <li>• Lot 6 – 26392/F – Service 54 – Stagecoach Southwest - £22,045.95 Net Annual Cost (circa £66,137.85 for the initial contract period)</li> <li>• Lot 7 – 26392/G – Service 200 – Stagecoach Southwest - £125,372.98 Net Annual Cost (circa £376,118.94 for the initial contract period)</li> <li>• Lot 8 – 26392/H – No award due to Lot 9 &amp; 10 being awarded.</li> <li>• Lot 9 – 26392/I – Service 4 – Stagecoach Southwest - £340,388.34 Net Annual Cost (circa £1,021,165.02 for the initial contract period)</li> <li>• Lot 10 – 26392/J – Service 4A &amp; 4B – Stagecoach Southwest - £82,101.55 Net Annual Cost (circa £246,304.65 for the initial contract period)</li> <li>• Lot 11 – 26392/K – Service 19 – Stagecoach Southwest - £113,927.81 Net Annual Cost (circa £113,927.81 for the initial contract period)</li> </ul>
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**SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL**

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

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

**SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT**

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department
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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><b>Public Transport Data</b></p> <ul style="list-style-type: none"> <li>• In 2019/2020 18,027,681 bus trips were made, of which 5,098,348 (28 per cent) were concessionary trips.</li> <li>• In 2020/2021 6,881,673 bus trips were made, of which 1,722,313 (25 per cent) were concessionary trips.</li> </ul>	<ul style="list-style-type: none"> <li>- Service 4A &amp; 4B will be reduced from an hourly service to a service every other hour. Current first 4A departs the City Centre at 0900 &amp; 4B departs the City Centre 0930, as a result of this it is unlikely that these services are used by young people going to school or adults going to work, therefore the reduction in frequency would have limited impact.</li> <li>- Service 30/31 will be reduced from an hourly service to a service every other hour. Currently first 30 departs Mannamead at 1008 &amp; 31 departs Hartley Vale at 0930, as a result of this it is unlikely that these services are used by young people going to school or adults going to work, therefore the reduction in frequency would have limited impact.</li> </ul>	<ul style="list-style-type: none"> <li>- None – residents will still have access to a bus service.</li> <li>- None – residents will still have access to a bus service.</li> </ul>	<p>N/A</p> <p>Sustainable Transport Team (January 2025)</p>
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	<ul style="list-style-type: none"> <li>• In 2021/2022 12,481,802 bus trips were made, of which 2,870,138 (23 per cent) were concessionary trips</li> <li>• This data shows that overall patronage and concessionary patronage has not returned to pre-pandemic levels.</li> <li>• There are currently 50,304 people living within Plymouth that hold a concessionary bus pass. The passes are issued either to residents who are over state pension age or have a disability that entitles them to a pass. There are currently 45,780 active age related passes.</li> </ul>	<ul style="list-style-type: none"> <li>- Reduction in frequency on these services may result in passengers being unable to get to medical appointments on time.</li> </ul>	<ul style="list-style-type: none"> <li>- Press release will be put out in good time to allow passengers time to book appointments accordingly</li> </ul>	
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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>No potential impact has been identified</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.</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><b>Public Transport Data</b></p> <ul style="list-style-type: none"> <li>• In 2019/2020 18,027,681 bus trips were made, of which 5,098,348 (28 per cent) were concessionary trips.</li> <li>• In 2020/2021 6,881,673 bus trips were made, of which 1,722,313 (25 per cent) were concessionary trips.</li> <li>• In 2021/2022 12,481,802 bus trips were made, of which 2,870,138 (23 per cent) were concessionary trips</li> <li>• In 2022/2023 14,430,064 bus trips were made, of which 3,232,668 (22%) were concessionary trips.</li> <li>• In 2023/2024 15,556,201 bus trips were made, of which 3,446,257 (22%) were concessionary trips.</li> <li>• This data shows that overall patronage and concessionary patronage has not returned to pre-pandemic levels.</li> <li>• There are currently 50,304 people living within Plymouth that hold a concessionary bus pass. The passes are issued either to residents who</li> </ul>	<ul style="list-style-type: none"> <li>- Service 4A &amp; 4B will be reduced from an hourly service to a service every other hour.</li> <li>- Reduction in frequency on the 4A &amp; 4B would result in less wheelchair capacity over the period of the day.</li> <li>- Service 30/31 will be reduced from an hourly service to a service every other hour.</li> <li>- Reduction in frequency on the 30/31 would result in less wheelchair capacity over the period of the day.</li> <li>- Reduction in frequency on these services may result in passengers being unable to get to medical appointments on time.</li> </ul>	<ul style="list-style-type: none"> <li>- None – residents will still have access to a bus service.</li> <li>- None – service was at this frequency between January 2021 until January 2023 &amp; no issues were raised.</li> <li>- None – residents will still have access to a bus service.</li> <li>- Sustainable Transport Team will ask successful operator on regular occasions if any issues regarding lack of wheelchair spaces has been raised.</li> <li>- Press release will be put out in good time to allow passengers time to book appointments accordingly</li> </ul>	<p>N/A</p> <p>N/A</p> <p>N/A</p> <p>Sustainable Transport Team (Ongoing)</p> <p>Sustainable Transport Team (January 2025)</p>
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	are over state pension age or have a disability that entitles them to a pass. There are currently 4,524 active disabled related passes.			
<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 potential impact has been identified	None	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).	No potential impact has been identified	None	N/A

<p><b>Pregnancy and maternity</b></p>	<p>The total fertility rate (TFR) for England was 1.62 children per woman in 2021. The total fertility rate (TFR) for Plymouth in 2021 was 1.5.</p>	<ul style="list-style-type: none"> <li>- Service 4A &amp; 4B will be reduced from an hourly service to a service every other hour.</li> <li>- Reduction in frequency on the 4A &amp; 4B would result in less pushchair capacity over the period of the day.</li> <li>- Service 30/31 will be reduced from an hourly service to a service every other hour.</li> <li>- Reduction in frequency on the 30/31 would result in less pushchair capacity over the period of the day.</li> <li>- Reduction in frequency on these services may result in passengers being unable to get to medical appointments on time.</li> </ul>	<ul style="list-style-type: none"> <li>- None – residents will still have access to a bus service.</li> <li>- None – service was at this frequency between January 2021 until January 2023 &amp; no issues were raised.</li> <li>- None – residents will still have access to a bus service.</li> <li>- Sustainable Transport Team will ask successful operator on regular occasions if any issues regarding lack of pushchair spaces has been raised.</li> <li>- Press release will be put out in good time to allow passengers time to book appointments accordingly</li> </ul>	<p>N/A</p> <p>Sustainable Transport Team (January 2025)</p>
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<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>	No potential impact has been identified	None	N/A
<b>Religion or belief</b>	<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>	No potential impact has been identified	None	N/A
<b>Sex</b>	51 per cent of our population are women and 49 per cent are men (2021 Census).	No potential impact has been identified	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).	No potential impact has been identified	None	N/A

**SECTION FOUR: HUMAN RIGHTS IMPLICATIONS**

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	The decision is consistent with the Human Rights Act.	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> <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>	The provision of the non-commercial routes network fills the gaps where commercial bus services are not viable. This ensures that all residents and visitors are able to access the vast majority of our city by bus.	N/A	N/A
<b>Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.</b>	None	N/A	N/A
<b>Build and develop a diverse workforce that represents the community and citizens it serves.</b>	The provision of the non-commercial routes network will support our workforce in travelling around our city in a sustainable manner where a commercially viable bus service is not possible.	N/A	N/A
<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</b>	None	N/A	N/A

<b>ensure Plymouth is a city where everybody feels safe and welcome.</b>			
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# Plymouth City Council 2025 Non-Commercial Routes Network Tender Contract Award

## Project details

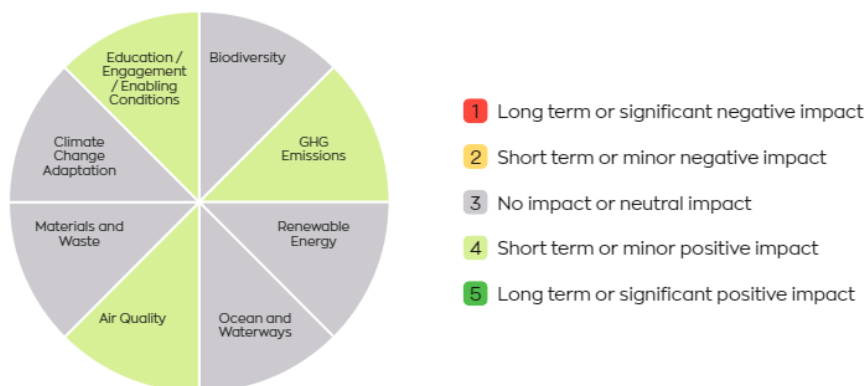
### Assessment author

James Quintrell-Harris

### Project summary

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## Summary of assessment



This report is an assessment of the impact around awarding a number of local bus service contracts which will form part of the Council's non-commercial routes network. These services are vital for residents who have no other forms of transport to access employment, education, healthcare, leisure and retail opportunities.

The current non-commercial routes network will be maintained and the Council is also providing two additional services, one to the new crematorium on Haye Road and another link between Plymstock and Plympton via Sherford.

These services will provide residents with a sustainable form of transport to make these journeys therefore reducing reliance on the private car.

## Assessment scores



## Biodiversity

### Score

(3) No impact or neutral impact

### Score justification

This contract award will enable residents to have an affordable and greener way of accessing employment, education, healthcare, leisure and retail facilities. These services which will form part of the Council's non-commercial routes network will be delivered on existing highways and hence no change in biodiversity is expected.

## GHG Emissions

### Score

(4) Short term or limited positive impact

### Score justification

This contract award maintains the existing non-commercial routes network, with no services being withdrawn. The award of these contracts will help Plymouth achieve its net zero goal by 2030. Retention of these services will provide residents with an alternative sustainable mode of transport, and therefore an associated reduction in car use, making buses more efficient (with respect to bus emissions per passenger) and reducing greenhouse car emissions from private cars.

In the addition to not withdrawing any services this contract award also provides two new additional services. One of these services provide a connection to the new crematorium on Haye Road and the other provides a link between Plymstock and Plympton via Sherford.

These two new services are in response to requests from the public and by providing these services residents will use them as a sustainable form of travel between these locations, in turn reducing the reliance on private cars and therefore reducing the pollution of the natural environment via car emissions.

## Renewable Energy

### Score

(3) No impact or neutral impact

### Score justification

This contract award will neither increase or decrease the provision of renewable energy in Plymouth, nor will it involve developing either policy or infrastructure that will facilitate an increase in renewal energy provision.

## Ocean and Waterways

### Score

(3) No impact or neutral impact

### Score justification

Bus services awarded via this contract award will be delivered on existing highways and hence are not expected to have any impact on either the ocean or Plymouth's waterways.



## Air Quality

### Score

(4) Short term or limited positive impact

### Score justification

The award of these contracts will help Plymouth achieve its net zero goal by 2030. Retention of these services will provide residents with an alternative sustainable mode of transport, and therefore an associated reduction in car use, making buses more efficient (with respect to bus emissions per passenger) and reducing greenhouse car emissions from private cars.

In addition to not withdrawing any services this contract award also provides two new additional services. One of these services provides a connection to the new crematorium on Haye Road, and the other provides a link between Plymstock and Plympton via Sherford.

These two new services are in response to requests from the public and by providing these services residents will use them as a sustainable form of travel between these locations, in turn reducing the reliance on private cars and pollution of the natural environment via car emissions, therefore improving the air quality.

## Materials and Waste

### Score

(3) No impact or neutral impact

### Score justification

The award of these contracts does not require any additional materials, therefore no additional waste will be generated.

## Climate Change Adaptation

### Score

(3) No impact or neutral impact

### Score justification

The contracts awarded are not expected to lead to changes in the risk of flooding, increased urban islands or make Plymouth more or less resilient to the effects of climate change therefore will have no impact on climate change adaptation.

## Education / Engagement / Enabling Conditions

### Score

(4) Short term or limited positive impact

### Score justification

The award of these contracts, which will form part of the Council's non-commercial routes network helps to engage residents who have no other means of transport to access employment, education, healthcare, leisure and retail opportunities. Promotion of these services, especially the new services to the crematorium and the link between Plymstock and Plympton via Sherford will help engage residents with public transport and in doing so will educate



them around the need for a change in travel behaviour, and a greater use of sustainable transport, in response to the climate emergency. The Council's behavioural change team will also assist in promoting these services, offering incentives and advice to encourage residents to try these new routes, and the benefits this can bring in terms of the environment.