



Oversight and Governance

Chief Executive's Department

Plymouth City Council

Ballard House

Plymouth PL1 3BJ

T 01752 305155

www.plymouth.gov.uk/democracy

Published 15/05/25

Delegated Decisions

Delegated Executive/Officer Decisions

Notice of call-in for non-urgent decisions must be given to the Democratic Support Team by 4.30 pm on 22 May 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/3hwmppzp>

The decisions detailed below may be implemented on 23 May 2025 if they are not called-in.

Delegated Decisions

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

- I.a. L50 24/25 - Closing Efford and Weston Mill crematorium buildings permanently for the purpose of Bereavement Services **(Pages 1 - 28)**
- I.b. L55 24/25 - Passporting the additional Local Authority Homes Fund (LAHF) Round 3 Capital Allocation **(Pages 29 - 62)**
- I.c. L58 24/25 - Woodlands School SEND expansion (Early Years) **(Pages 63 - 90)**

EXECUTIVE DECISION

made by a Cabinet Member



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


Executive Decision Reference Number – L50 24/25

Decision				
1	Title of decision: Closing Efford and Weston Mill crematorium buildings permanently for the purpose of Bereavement Services			
2	Decision maker (Cabinet member name and portfolio title): Councillor Tudor Evans OBE (Leader of the Council)			
3	Report author and contact details: Graham Smith, Head of Bereavement Services (graham.smith@plymouth.gov.uk)			
4	Decision to be taken: To agree to close the crematorium buildings at Efford and Weston Mill cemeteries permanently for the purpose of Bereavement Services.			
5	Reasons for decision: 1. The Council's new crematorium at the Park opened on 12 August 2024. Demand has been at zero within a few weeks of The Park opening. This is not unexpected following public consultations in August and September 2018. 2. The crematorium buildings at Efford and Weston Mill are costly to maintain. They are Victorian buildings with high ceilings, and the heating costs alone are extremely high. It is not cost effective to keep the buildings maintained, heated, and with sufficient staffing to be able to open them up. 3. The recognised inability of these buildings to offer modern facilities which are inclusive for all. 4. Customer feedback for The Park has been extremely positive, and the improvement in the facilities at The Park compared with Efford and Weston Mill is being reflected in customers choosing to spend longer there.			
6	Alternative options considered and rejected: 1. 'Do nothing'. This option to keep the crematorium buildings open for the purpose of bereavement services, even for limited hours, was rejected because of the reasons above: the crematorium buildings are costly to heat and staff, within a context of significantly reduced demand by customers. The service has committed to run a public consultation on the options of any alternative models or uses for the crematorium buildings at Efford and Weston Mill.			
7	Financial implications and risks: There is no negative impact forecast on the baseline net revenue position due to operating efficiencies, which were incorporated into the latest MTFP.			
8	Is the decision a Key Decision?	Yes	No	Per the Constitution, a key decision is one which:

	<p>(please contact Democratic Support for further advice)</p> <p>Please type an X into the relevant boxes</p>		X	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
		X	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million annually	
	X		is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.	
	<p>If yes, date of publication of the notice in the Forward Plan of Key Decisions</p>	29 January 2025		
9	<p>Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:</p>	<p>The Council is committed to deliver quality public services and as part of that the Bereavement Service seeks to ensure it provides high quality remembrance and cremation service fit for the future. The Bereavement Service delivers on the Corporate Plan values and priorities in the following ways:</p> <ul style="list-style-type: none"> • Through Co-operation by engaging with the funeral industry and increasing community engagement opportunities through open days and events, as well as strengthening work with local schools and charities. • Showing responsibility by caring about its impact on the customers and the funeral industry retaining the choice of funeral service locations. • Showing fairness by creating a variety of opportunities for remembrance across a range of locations and costs • Demonstrating that Plymouth City Council is committed to cop-operation by working with our partners in the funeral industry and developing stronger ties with local bereavement charities. • Seeking to make Plymouth a great place to grow up and grow old by reducing health inequality by providing a modern facility that is fit for purpose meeting the needs of the whole city with sensitivity to faith requirements • The service supports economic growth by spending money wisely that benefits as many people as possible • Providing quality public services by creating a green and sustainable funeral service by providing modern cremators with the latest abatement technology that meets emission requirements and reduction in fuel requirements and carbon emissions. 		

10	Please specify any direct environmental implications of the decision (carbon impact)	No direct environmental implications (inc. carbon impact) of the decision. Furthermore the cemeteries operated by the Bereavement Service total 40 hectares of green space and are integral to the achievement of Policy 24 of the Joint Local Plan.		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public? Please type an X into the relevant box	Yes		(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No	X	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision? Please type an X into the relevant box	Yes	X	
		No		(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Sally Haydon (Portfolio Holder for Community Safety, Libraries, Events, Cemeteries & Crematoria)		
13c	Date Cabinet member consulted	11 March 2025		
14	Has any Cabinet member declared a conflict of interest in relation to the decision? Please type an X into the relevant box	Yes		If yes, please discuss with the Monitoring Officer
		No	X	
15	Which Corporate Management Team member has been consulted?	Name	Professor Steve Maddern	
		Job title	Director of Public Health	
		Date consulted	20 February 2025	
Sign-off				

16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JS144 24/25						
		Finance (mandatory)	DJN.24.25.178						
		Legal (mandatory)	LS/00001312/1/AC/27/2/25						
		Procurement (if applicable)	N/A						
		Corporate property (decisions involving Council owned land or facilities) (if applicable)	N/A						
		Human Resources (if applicable)	N/A						
Appendices									
17	Ref.	Title of appendix							
	A	Briefing report							
	B	Equalities Impact Assessment							
	C	Climate Impact Assessment							
Confidential/exempt information									
18a	Do you need to include any confidential/exempt information? Please type an X into the relevant box	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)					
		No	X						
		Exemption Paragraph Number							
		1	2	3	4	5	6	7	
18b	Confidential/exempt briefing report title:								
Background Papers									
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.								
Title of background paper(s)		Exemption Paragraph Number							
		1	2	3	4	5	6	7	

Cabinet Member Signature							
20	I agree the decision and confirm that it is not contrary to the Council’s policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council’s duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act (2010) and those who do not. For further details please see the EIA attached.						
Signature			Date of decision	14/05/2025			
Print Name	Cllr Tudor Evans OBE, Leader of Plymouth City Council						

This page is intentionally left blank

EFFORD AND WESTON MILL CEMETERIES

Bereavement Services



I. EXECUTIVE SUMMARY

- I.1. The decision to relocate cremation processes to the new Plymouth Crematorium at the Park was taken through Executive Decision reference L10 18/19. Now that the new Crematorium is fully operational, a further decision was taken to enact the steps required (through Cremation Regulations 1930 as incorporated into the Cremation Regulations 2008) to formally cease cremation processes at Weston Mill and Efford (CSLCC02 24/25). Efford and Weston Mill are no longer functioning crematoria as of the 6 October 2024 and will be known solely as Efford and Weston Mill cemeteries.
- I.2. Both sites continue to be used for burial and memorialisation, including the Book of Remembrance Room.
- I.3. Since the Park opened, demand at Efford and Weston Mill has significantly declined. As a result, the service has temporarily stopped offering the use of the crematorium buildings at both sites, due to this lack of demand. This change is not unexpected. During pre-design consultation in August and September 2018 members of the public and stakeholders were asked about the potential future use of Efford and Weston Mill. The responses were clear: the majority of respondents were unlikely to use either site for funeral services or burial in the future.
- I.4. This decision does not impact on Efford and Weston Mill cemeteries, and they will remain open for burial and memorialisations, including the Book of Remembrance Room. Access to the niche room/columbaria will remain by appointment only.
- I.5. Therefore, the decision is to close the crematorium buildings at Efford and Weston Mill cemeteries permanently for the purpose of Bereavement Services

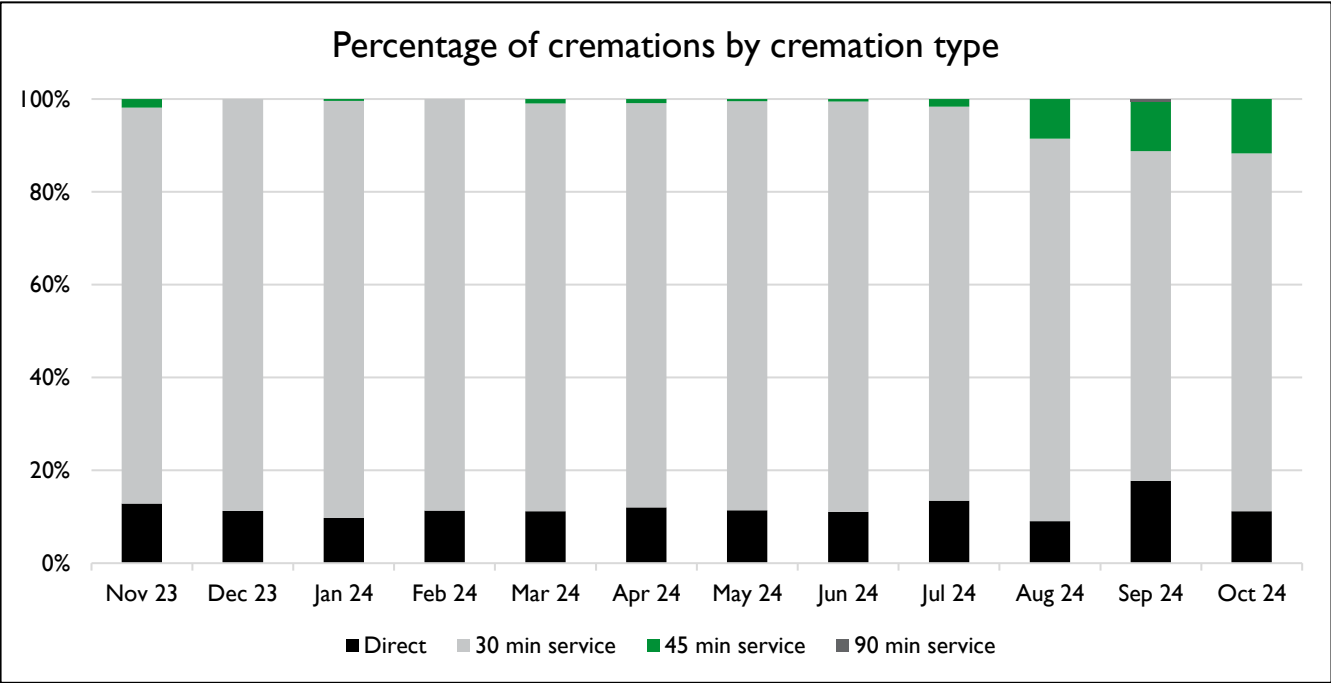
BACKGROUND

- I.6. The Plymouth Crematorium at The Park provides the citizens of Plymouth with a new, purpose built crematorium with associated facilities off Hays Road, Plympton. This investment was needed to provide a full upgrade to the equipment and to deliver quality facilities that meet 21st century customer expectations and capacity to meet future demands.
- I.7. The new facilities include three ceremony spaces, designed to meet the varying needs to suit the number of mourners and the desired style of the ceremony; along with high quality audio-visual equipment for the ceremony and to allow those who cannot be present to take part.
- I.8. The waiting areas, along with the flow of people throughout the building and outside spaces, have been designed to ensure that each funeral party receives the highest quality of experience when saying goodbye to their loved ones.
- I.9. Behind the scenes, the crematory has new cremators with the latest abatement equipment, and the required space and facilities to improve all elements of care for the bereaved as well as health and safety improvements for our staff.
- I.10. Outside of the buildings, the grounds have been designed to sit sympathetically in the environment, in the full awareness of the wellbeing benefits of green spaces. As well as landscaping including memorial gardens, there is appropriate car parking, road access, pathways and other appropriate external spaces.
- I.11. In addition – and in excess of the initial designs – there is a café and wake facility. Our market research tells us that people value somewhere to meet in the warm and dry either before ceremonies or when visiting the memorials of loved ones; as well as giving us the opportunity

to join in initiatives such as Compassionate Friends. The space is flexible, and would allow for either larger wakes, or smaller, more intimate, gathers.

- I.12. As was always expected, The Crematorium at the Park has replaced both of the crematoria at Efford and Weston Mill. Following EDs L10 18/19 and CSLCC02 24/25 Efford and Weston Mill are no longer functioning crematoria and ceased to be crematoria from the 6 October 2024.
- I.13. Both sites continue to be used for burials and memorialisation, including the Book of Remembrance Room.
- I.14. The location people are choosing for cremations has changed significantly since the opening of The Park. In the first few weeks of opening, there was a strong shift to The Park with 90 per cent of all booked cremations occurring at The Park instead. Demand for the other sites has continued to drop, to almost zero.
- I.15. As well as this shift from the older sites to The Park, the service has also seen a shift towards customers choosing longer services times at The Park, indicating that the improvement in the facilities is being reflected in customers choosing to spend longer there.

Figure I: Percentage of cremations by cremation type.



- I.16. This change is not unexpected. As part of the pre-design consultations run in August and September 2018 members of the public and stakeholders were asked about their potential future use of Efford and Weston Mill. Responses were clear. The majority of respondents were unlikely to use either site for funeral services or burial in the future and were also unlikely to book the crematorium buildings for any other purpose.
- I.17. It is however important to note that the facilities offered by Plymouth City Council Bereavement Services are not the only places in the city where a funeral service can be held prior to interment. Additional to the various churches and chapels across the city and surrounding areas, alternative venues include Boringdon Park Golf Club, Devonport Guildhall, Langdon Court, Mount Batten Centre, Ford Park Cemetery, Staddon Heights Golf Club, and The Moorland Garden (Yelverton).
- I.18. The ceremony building spaces at Efford and Weston Mill are costly to maintain. They are Victorian buildings with high ceilings and the heating costs alone are extremely high. It is therefore not cost effective to keep the buildings maintained, heated, and with sufficient staffing to be able to open them up. With this combined with the fact that demand has been at zero within a few weeks of The Park opening, and the recognised inability of these buildings to offer

modern facilities which are inclusive for all, it is proposed that Plymouth City Council consider closing the buildings permanently for the purposes of Bereavement Services.

PROPOSED CHANGES AND REASONS

- I.19. Decision to be taken: to close the crematorium buildings at Efford and Weston Mill cemeteries permanently for the purpose of Bereavement Services.
- I.20. This decision does not impact on the use of Efford and Weston Mill cemeteries. They will remain open for burial and memorialisations, including the Book of Remembrance Room.
- I.21. Currently access to the niche room/columbaria is by appointment only. This will remain unchanged.
- I.22. Options of any further alternative models or uses will be considered in a public consultation.

ALTERNATIVE OPTIONS

- I.23. Do nothing: this option to keep the crematorium buildings open for the purpose of bereavement services, even for limited hours, was rejected because of the reasons above: the crematorium buildings are costly to heat and staff, within a context of changing patterns of use by customers.

FINANCIAL IMPLICATIONS AND RISK

- I.24. There is no negative impact forecast on the baseline net revenue position due to operating cost efficiencies.
- I.25. In the event of unforeseen revenue costs these will be fed into the preparation of the MTFP.


TIMESCALES

- I.26. Subject to any call-in period the service will stop formally offering the use of the crematorium buildings at Efford and Weston Mill cemeteries for funeral services in May 2025.
- I.27. A business case for the long-term future for the crematorium buildings at Efford and Weston Mill cemeteries will be brought forward in due course following an options appraisal.

This page is intentionally left blank

EQUALITY IMPACT ASSESSMENT – CLOSURE OF CREMATORIA: BEREAVEMENT SERVICES PROJECT

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): The person completing the EIA template.	Andrew Binding	Department and service:	Public Health Bereavement Services	Date of assessment:	19 February 2025
Lead Officer: Head of Service, Service Director, or Strategic Director.	Professor Steve Maddern	Signature:		Approval date:	20 February 2025
Overview:	<p>The decision to relocate cremation processes to the new Plymouth Crematorium at the Park was taken through Executive Decision reference LI0 18/19. Now that the new crematorium is fully operational, a further decision was taken to enact the steps required (through Cremation Regulations 1930 as incorporated into the Cremation Regulations 2008) to formally cease cremation processes at Weston Mill and Efford crematoria (CSLCC02 24/25). Efford and Weston Mill are no longer functioning crematoria as of the 6 October 2024, and will be known solely as Efford and Weston Mill cemeteries.</p> <p>Both sites continue to be used for burial and memorialisation, including the Book of Remembrance Room.</p> <p>Since the Park opened, demand at Efford and Weston Mill has significantly declined. As a result, the service has temporarily stopped offering the use of the crematorium buildings at both sites, due to this lack of demand. This change is not unexpected. During pre-design consultation in August and September 2018 members of the public and stakeholders were asked about the potential future use of Efford and Weston Mill. The responses were clear: the majority of respondents were unlikely to use either site for funeral services or burial in the future.</p> <p>This decision does not impact on Efford and Weston Mill cemeteries, and they will remain open for burial (whilst space remains) and memorialisations, including the Book of Remembrance Room.</p>				
Decision required:	To agree to close the crematorium buildings at Efford and Weston Mill cemeteries permanently for the purpose of Bereavement Services.				

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

Potential external impacts: Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?	Yes	X	No	
Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?	Yes		No	X
Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section three)	Yes	X	No	
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
--	--	----------------	-----------------------	--------------------------------------

Age	<p>Plymouth</p> <ul style="list-style-type: none"> 16.4 per cent of people in Plymouth are children aged under 15. 65.1 per cent are adults aged 15 to 64. 18.5 percent are adults aged 65 and over. 2.4 percent of the resident population are 85 and over. <p>South West</p> <ul style="list-style-type: none"> 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64. 22.3 per cent are aged 65 and over. <p>England</p> <ul style="list-style-type: none"> 17.4 per cent of people are aged 0 to 14. 64.2 per cent of people are aged 15 to 64. 18.4 per cent of people are aged 65 and over. <p>(2021 Census)</p> <p>Efford and Weston Mill cemeteries are used by people in the City of all ages and accessibility requirements. It is easily accessible by public transport. Challenges are that current crematorium buildings are not fully DDA compliant. The enhanced facilities provided at The Park will be used by people in the City of all ages and accessibility requirements, and will be more suitable to a wider range of accessibility requirements.</p>	<p>The Park is in a more rural area that is not centrally located for easy access, particularly in relation to pedestrians (currently not serviced by public transport).</p> <p>The Park provides accommodation that is suitable for use by all ages in terms of accessibility, welfare, and use of the facilities.</p>	<p>The Park provides car parking with disabled spaces. Drop-off points are provided for easy access to the main crematorium.</p> <p>Bus route between Plympton and Plymstock (re-instated from 30.03.2025) will serve The Park once necessary infrastructure has been provided.</p> <p>Design of the ceremony spaces and facilities at The Park has considered the accessibility of all.</p> <p>Accessible toilets are provided at The Park for customers and staff, including baby changing facilities.</p> <p>Toilets will be retained at Efford and Weston Mill cemeteries for customers and staff.</p> <p>Existing parking including disabled spaces will be retained at Efford and Weston Mill</p> <p>Customers will be able to use Efford and</p>	2025: Responsible Officer
-----	---	---	---	---------------------------

	<p>Parking is provided close to the crematorium buildings at both cemeteries, however the number of spaces and disabled spaces is insufficient for the capacity and number of services per day.</p>		<p>Weston Mill cemeteries for burial and memorialisation.</p> <p>Access to Efford and Weston Mill cemeteries has recently been enhanced with both cemeteries open for vehicular access all year round, 24 hours a day.</p>	
--	---	--	--	--

<p>Care experienced individuals</p> <p>(Note that as per the Independent Review of Children’s Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</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>Efford and Weston Mill cemeteries are used by people in the City of all ages and accessibility requirements.</p>	<p>No adverse impact anticipated.</p>	<p>No action required.</p>	
--	--	---------------------------------------	----------------------------	--

Disability	<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>Efford and Weston Mill crematoria are used by people in the City of all ages and accessibility requirements. It is easily accessible by public transport. Challenges are that the current crematorium buildings are not fully DDA compliant. The enhanced facilities provided at The Park will be used by people in the City of all ages and accessibility requirements, and will be more suitable to a wider range of accessibility requirements.</p> <p>Parking is provided close to both crematorium buildings however the number of spaces and disabled spaces is insufficient for the capacity and number of services per day.</p>	<p>The Park is in a more rural area that is not centrally located for easy access, particularly in relation to pedestrians.</p> <p>The Park will provide accommodation that is suitable for use by all ages in terms of accessibility, welfare, and use of the facilities.</p>	<p>The Park provides car parking with disabled spaces. Drop-off points will be provided for easy access to the main crematorium.</p> <p>Bus route between Plympton and Plymstock (re-instated from 30.03.2025) will serve The Park once necessary infrastructure has been provided.</p> <p>Design of the facilities at The Park has considered the accessibility of all.</p> <p>Accessible toilets are provided at The Park for customers and staff, including baby changing facilities.</p> <p>Existing car parking (including disabled spaces) and accessible toilet at Efford and Weston Mill cemeteries will be retained.</p> <p>Access to Efford and Weston Mill cemeteries has recently been enhanced with both cemeteries open for</p>	
-------------------	---	--	---	--

			vehicular access all year round, 24 hours a day.	
Gender reassignment	<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>Efford and Weston Mill crematoria currently have gender-specific facilities.</p>	No adverse impact	<p>Non-gender specific facilities are provided within The Park including accessible toilets and showers.</p> <p>The existing gender-specific facilities will be retained at Efford and Weston Mill cemeteries</p>	
Marriage and civil partnership	<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> <p>Efford and Weston Mill cemeteries are used by people in the City of all ages and accessibility requirements.</p>	No adverse impact	No action required.	
Pregnancy and maternity	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	No action required.	

Race	<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>Efford and Weston Mill cemeteries are used by people in the City of all ages and accessibility requirements.</p> <p>However, not all visitors understand English.</p>	No adverse impact	New signage at The Park was assessed for ease of understanding and does incorporate appropriate language.	
-------------	---	-------------------	---	--

Religion or belief	<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>Efford and Weston Mill cemeteries can be made accessible for customers of other faiths and religions, but is overtly designed for the Christian faith with non-removable iconography (although coverable).</p> <p>The Park will be used by a mixture of staff and customers with a variety of different faiths, religions and beliefs. The Park will be open to all.</p>	No adverse impact. Colleagues will continue to follow guidance	<p>The Park is faith neutral with the flexibility to cater for a variety of faiths, religions and beliefs.</p> <p>Ensure that we can consider how best to meet the needs of other burial practices in the city as part of the service delivery model.</p>	
Sex	<p>51 per cent of our population are women and 49 per cent are men (2021 Census).</p> <p>Efford and Weston Mill cemeteries are used by people in the City of all ages and accessibility requirements.</p>	No adverse impact	No action required	

Sexual orientation	<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>Efford and Weston Mill cemeteries are used by people in the City of all ages and accessibility requirements.</p>	No adverse impact	No action required	
---------------------------	--	-------------------	--------------------	--

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	<p>The Park will support and respect the right for private and family life. Staff will be trained to recognise, address and promote this philosophy, while the facilities will include private area away from general visitors, a private area and specialist areas for families to mourn privately.</p> <p>Our charging policy will continue to be fair and accessible, and not differentiate on any grounds that cannot be justified objectively.</p>	No actions required.	N/A

SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
Work together in partnership to: <ul style="list-style-type: none"> ▪ promote equality, diversity and inclusion ▪ facilitate community cohesion ▪ support people with different backgrounds and lived experiences to get on well together 	<p>Reassure the communities around Efford and Weston Mill cemeteries that the cemetery will continue to be looked after and respected, and that PCC has a plan for the future.</p> <p>Seek opportunities to identify ways of promoting The Park and establishing its own community.</p>	<p>Establishment of volunteer provision at Efford and Weston Mill cemeteries to engage the local community, and provide a space for community members to come together.</p>	2025: Responsible Officer
Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.	No adverse implications	No action required	N/A
Build and develop a diverse workforce that represents the community and citizens it serves.	No adverse implications	No action required	N/A
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.	<p>Positive impact: faith / religion neutral facility will be provided which has the flexibility to meet the requirements of different people. Promoting the fact that everyone is different and ensuring that the service meets the needs of individuals at a sensitive time.</p> <p>Ensuring that staff are appropriately trained as a customer focused service to meet the requirements of a diverse set of customers.</p>	<p>The Park will be faith neutral with the flexibility to cater for a variety of faiths, religions and beliefs.</p> <p>Ensure that we can consider how best to meet the needs of other burial practices in the city as part of the service delivery model.</p> <p>Design of the facilities at The Park have considered the accessibility of all.</p>	2025: Responsible Officer

		Ensuring that staff are appropriately trained as a customer focused service to deal with these types of issues	
--	--	--	--

This page is intentionally left blank

Efford and Weston Mill Crematoria

Project details

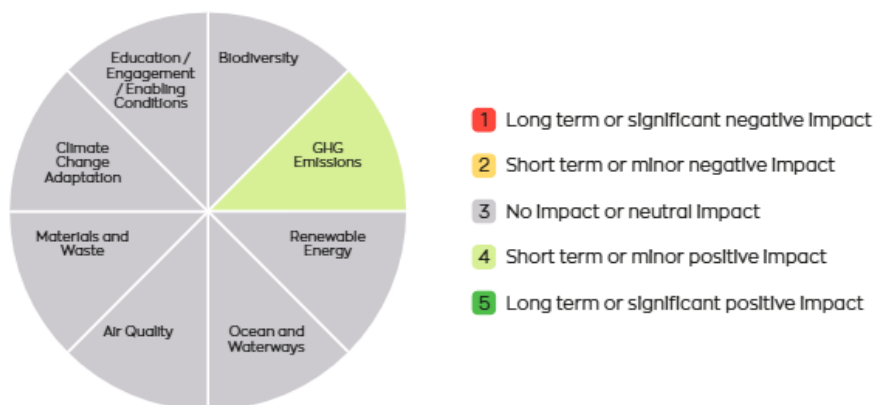
Assessment author

Andrew Binding

Project summary

The CIA to accompany the Executive Decision to close the crematorium buildings at Efford and Weston Mill cemeteries permanently for the purpose of Bereavement Services.

Summary of assessment



Neutral impact of this decision to close the crematorium buildings for the purpose of bereavement services to deliver 7 of the 8 assessment categories, and 1 area with a limited positive impact.

Assessment scores

Biodiversity

Score

(3) No impact or neutral impact

Score justification

There is neutral impact on biodiversity as the crematorium buildings will remain but will no longer be used for service delivery by the Bereavement Service.

GHG Emissions

Score

(4) Short term or limited positive impact

Score justification

There is limited positive impact on GHG emissions as the crematorium buildings will remain but will no longer be used for service delivery by the Bereavement Service, and thus will not be regularly heated to enable service delivery.

Renewable Energy

Score

(3) No impact or neutral impact

Score justification

There is neutral impact on renewable energy as the crematorium buildings will remain but will no longer be used for service delivery by the Bereavement Service.

Ocean and Waterways

Score

(3) No impact or neutral impact

Score justification

There is neutral impact on oceans / waterways as the crematorium buildings will remain but will no longer be used for service delivery by the Bereavement Service.

Air Quality

Score

(3) No impact or neutral impact

Score justification

There is neutral impact on air quality as the crematorium buildings will remain but will no longer be used for service delivery by the Bereavement Service. There will be a reduction in the amount of vehicle traffic (cars and vans) travelling to, and around, each location, resulting in a better environment for pedestrians at each location. This is offset however by an increase in the length of vehicle journeys now having to travel to The Park, although the total amount of vehicle journeys will overall remain the same.

Materials and Waste

Score

(3) No impact or neutral impact

Score justification

There is neutral impact on materials and waste as the crematorium buildings will remain but will no longer be used for service delivery by the Bereavement Service.

Climate Change Adaptation

Score

(3) No impact or neutral impact

Score justification

There is neutral impact on climate change adaption as the crematorium buildings will remain but will no longer be used for service delivery by the Bereavement Service.

Education / Engagement / Enabling Conditions

Score

(3) No impact or neutral impact

Score justification

There is neutral impact on education/engagement/enabling conditions as the crematorium buildings will remain but will no longer be used for service delivery by the Bereavement Service.

This page is intentionally left blank

EXECUTIVE DECISION

made by a Cabinet Member



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


Executive Decision Reference Number – L55 24/25

Decision	
1	Title of decision: Passporting the additional Local Authority Homes Fund (LAHF) Round 3 Capital Allocation
2	Decision maker: Councillor Tudor Evans OBE, Leader of the Council
3	Report author and contact details: David Ryland, Head of Housing Standards, 01752 304823
4	<p>Decision to be taken:</p> <ol style="list-style-type: none"> 1. Approves the Business Case Change Request 2. Agree the revised Memorandum of Understanding 3. Allocates £334,380 for the project into the Capital Programme funded by MHCLG 4. Authorises the procurement process 5. Delegates the award of the contract to Service Director for Community Connections to passport the funding to BCHA and PATH
5	<p>Reasons for decision: The Council has been offered an additional capital grant of £334,380 by the Ministry of Housing, Communities and Local Government (MHCLG), as part of the LAHF Round 3 capital programme to acquire four homes. Three homes to be used as family temporary accommodation (PATH) and one house for the resettlement of Afghan families (BCHA).</p> <p>The original LAHF3 capital allocation was based on properties being acquired from developers rather than the open market. As a result, of BCHA and PATH intending to purchase homes from the open market the overall capital allocation was revised down to reflect this adjustment.</p> <p>BCHA and PATH intend to utilise their own borrowing arrangements to acquire these properties. They are trusted partners who currently provide most of the family temporary accommodation in the city.</p>
6	<p>Alternative options considered and rejected:</p> <p>Other options have been rejected as BCHA is a registered housing provider, and PATH are working in partnership with a registered provider.</p> <p>The Regulator of Social Housing requires housing providers registered with them to follow regulatory requirements and standards in areas such rent, buildings, and in the way they interact with their residents.</p> <p>BCHA and PATH have successfully delivered temporary, supported and resettlement homes for homeless households. They have the expertise necessary to acquire these homes and meet the required standards.</p>
7	Financial implications and risks: There are no additional costs to the Council and if the Council decided not to go ahead, the capital allocation would be withdrawn by the MHCLG.

	The risks of BCHA and PATH not being able to fully deliver the programme have been assessed as low.			
8	Legal Implications: Legal agreements will be in place with BCHA and PATH to ensure that the funds are used for the agreed purposes.			
9	Is the decision a Key Decision? (please contact Democratic Support for further advice) Please type an X into the relevant boxes	Yes	No	Per the Constitution, a key decision is one which: in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million annually is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
	If yes, date of publication of the notice in the Forward Plan of Key Decisions	N/A		
10	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:	Providing 1 affordable home for Afghan refugees and 3 temporary accommodation properties for homeless families: Refurbished to EPC C , aligns with the following PCC policies, plans and priorities: Policy HEA8 of the Plymouth Plan outlines aims to ensure everyone has access to a decent, safe and affordable home, achieved through identifying sites and delivery programmes to develop a range of new and affordable homes to rent and buy. Section 4.71 of the Plymouth Plan further outlines the significant need for more affordable homes in Plymouth. Policy SPT3 of the JLP makes provisions to deliver 4,550 new affordable homes by 2034. In addition, Policy DEV7 of the JLP outlines the need to ensure there is a broad range of housing available to suit households with specific needs, including large family homes. This project will refurbish properties to an EPC C rating, thereby improving the energy efficiency of homes and supporting plans to improve the energy efficiency of homes in Plymouth as outlined in the NZAP . A star action of the Plymouth's Future 'Our Opportunity, Corporate Plan Priorities: Build more homes for social rent and affordable ownership Keeping children, adults and communities safe		
11	Please specify any direct environmental implications of the decision (carbon impact)	Any homes which do not meet EPC C will be improved which will reduce carbon emissions.		

Urgent decisions				
I2a	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No	X	(If no, go to section I3a)
I2b	Reason for urgency:			
I2c	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
Consultation				
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes	X	
		No		(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Chris Penberthy, Cabinet Member for Housing, Co-operative Development and Communities		
I3c	Date Cabinet member consulted	16 April 2025		
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 Adults, Health and Communities	
		Date consulted	02 April 2025	
Sign-off				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JSI35 24/25	
		Finance (mandatory)	ITG.25.26.005	
		Legal (mandatory)	LS/00001312/1/AC/30/4/25	

		Procurement (if applicable)	N/A						
		Corporate property (decisions involving Council owned land or facilities) (if applicable)	N/A						
		Human Resources (if applicable)	N/A						
Appendices									
17	Ref.	Title of appendix							
	A	Briefing report for publication							
	B	Equalities Impact Assessment							
	C	Climate Impact Assessment							
	D	Business case							
	E	Memorandum of Understanding							
Confidential/exempt information									
18a	Do you need to include any confidential/exempt information?	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)					
		No	X						
			Exemption Paragraph Number						
			1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:								
Background Papers									
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.								
Title of background paper(s)			Exemption Paragraph Number						
			1	2	3	4	5	6	7

Cabinet Member Signature			
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act (2010) and those who do not. For further details please see the EIA attached.		
Signature		Date of decision	14/05/2025
Print Name	Councillor Tudor Evans OBE, Leader of the Council		

This page is intentionally left blank

**PASSPORTING ADDITIONAL LOCAL AUTHORITY
HOMES ROUND 3 CAPITAL ALLOCATION**

Community Connections and Housing Delivery Team

**EXECUTIVE SUMMARY**

In October 2024, Plymouth City Council was offered another year's grant allocation of £1,531,231 by the Ministry of Housing, Communities and Local Government (MHCLG), as part of their Round 3 Local Authority Homes Fund (LAHF) capital programme. The capital allocation was to fund the acquisition of 8 to be used as family temporary accommodation and 5 homes for the resettlement of Afghan families. BCHA agreed to acquire and manage these units

In December 2024, an additional capital grant of £334,380 was offered to PCC, as part of Round 3, to acquire four homes, three homes to be used as family temporary accommodation and one house for the resettlement of Afghan families. BCHA were not able to deliver the three extra family temporary homes and so PATH have stepped in to deliver these units.

The original LAHF3 capital allocation of £1,531,231 was based on properties being acquired from developers rather than the open market. As a result, of BCHA and PATH intending to purchase homes from the open market the overall capital allocation was revised down to reflect this adjustment.

The full LAHF Round 3 capital allocation is £1,865,611

BCHA

12 x 2/3-bedroom homes = £1,287,688.80

2 x 4+ bedroom homes = £256,000

Total BCHA capital allocation = £1,543,688.80

PATH

3 x 2/3-bedroom homes = £321,922.20

BCHA and PATH agreed to deliver the four homes and intend to utilise their own borrowing arrangements to acquire these properties. They are trusted partners who currently provide most of the family temporary accommodation and resettlement homes in the city.

2. BACKGROUND

The Local Authority Housing Fund is capital grant funding that has been provided in financial years 2022/2023, 2023/2024 and 2025/2026 to support selected local authorities in England to obtain and refurbish homes.

Administered by the MHCLG, the fund is designed to provide sustainable housing for families who would fall into the following categories:

- Afghan Citizen Resettlement Scheme (ACRS)
- Afghan Relocations and Assistance Policy (ARAP)
- Temporary Accommodation for Homeless Families

A few local authorities have been allocated capital funding under section 31 of the Local Government Act 2003 based on a formula, set out in the LAHF (Local Authority Housing Fund) prospectus.

PCC were awarded the following capital grant allocations. All rounds to date have been delivered by BCHA.

LAHF Capital Programme	Amount	No of homes
Round 1	£1,531,181	16
Round 2	£1,020,000	10
Round 3	£1,531,231	13
Additional Funding (Round 3)	£334,380	4

The Council had been offered a capital grant allocation of £1,531,231 by the MHCLG, as part of round 3 of the Local Authority Homes Fund (LAHF) capital programme to arrange for the acquisition of 8 properties to be used as family temporary accommodation and 5 homes for the resettlement of Afghan families.

A Capital Investment Business Case and Executive Decision was approved to passport these funds to BCHA.

However, when the additional funding was awarded to PCC in December, BCHA said that they were not able to acquire the three family accommodation units. As a result, PATH were approached as the second provider of family temporary accommodation in the City and they agreed to acquire these three additional units.

Change to the Current Business Case and Executive Decision papers have been drafted to:

- Approves the Business Case Change Request
- Agree the revised Memorandum of Understanding
- Allocates £334,380 for the project into the Capital Programme funded by MHCLG
- Authorises the procurement process
- Delegates the award of the contract to Service Director for Community Connections to passport the funding to BCHA and PATH

3. PROPOSED CHANGES AND REASONS

The Council has been offered an additional capital grant of £334,380 by the Ministry of Housing, Communities and Local Government (MHCLG), as part of the Local Authority Homes Fund Round 3 capital programme to acquire four homes, three homes to be used as family temporary accommodation (PATH) and one house for the resettlement of Afghan families (BCHA)

4. ALTERNATIVE OPTIONS

- 1.1. Other options have been rejected as BCHA is a registered housing provider, and PATH are working in partnership with a registered provider.
- 1.2. The Regulator of Social Housing requires housing providers registered with them to follow regulatory requirements and standards in areas such rent, buildings, and in the way they interact with their residents.

BCHA and PATH have successfully delivered temporary, supported and resettlement homes for homeless households. They have the expertise necessary to acquire these homes and meet the required standards.

5. FINANCIAL IMPLICATIONS AND RISK

There are no additional costs to the Council and if the Council decided not to go ahead, the capital allocation would be withdrawn by the MHCLG. The risk of BCHA and PATH not being able to fully deliver the programme has been assessed as low.

6.TIMESCALES

All properties must be acquired by 31st March 2026

This page is intentionally left blank

CAPITAL BUSINESS CASE CHANGE REQUEST

(Local Authority Homes Fund Round 3 – Passporting MHCLG – additional funding to be passported to BCHA and PATH)



Business Case Change CATEGORY (mark one or more as appropriate)

Project Variations	Add Funding <input checked="" type="checkbox"/>	Virements <input type="checkbox"/>
	Remove Funding <input type="checkbox"/>	

Other please specify:

Initially, Bournemouth Churches Housing Association (BCHA) agreed to deliver all resettlement homes and temporary accommodation using the Local Authority Homes Fund (LAHF) Round 3 capital grant of £1,531,231. The Ministry of Housing, Communities and Local Government has since increased the LAHF Round 3 capital allocation by £334,380, totalling an overall grant allocation of £1,865,611

- BCHA have said that they are unable to deliver the additional three temporary homes.
- Consequently, Plymouth Access To Housing (PATH) have agreed to utilise this additional capital grant to acquire and deliver three two-bedroom homes for family temporary accommodation. Additionally, BCHA will deliver one extra resettlement home.

The original LAHF3 capital allocation was based on properties being acquired from developers rather than the open market. As a result, of BCHA and PATH intending to purchase homes from the open market the overall capital allocation was revised down to reflect this adjustment.

The housing and cost profile is as follows:

BCHA

- 12 x 2/3-bedroom homes = £1,287,688.80
- 2 x 4+ bedroom homes = £256,000

Total BCHA capital allocation = £1,543,688.80

PATH

3 x 2/3-bedroom homes = £321,922.20

Project Detail

Insert previous business case number and link to the business case	LAHF3 Capital Business Case.docx BC240017
Total value of capital project currently within the approved capital programme.	£1,531,231
Value to be added/ - removed from Capital programme (if any	£334,380

Does this project need to go to CMT?	No	Date business case approved by CMT <i>(if required)</i>	
		Directorate	Adults, Health and Communities
Portfolio Holder	Cllr Chris Penberthy, Housing and Co-operative Development	Service Director	Matt Garrett
Senior Responsible Officer (client)	Dave Ryland, Head of Housing Standards	Project Manager	Ruth Tune-Holmes

Purpose of Business Case Change Request: *(Provide a brief outline of what has happened to date. Explain the details of the proposal and how the proposal will address the issue)*

The purpose of this business case change request is to update Capital Programme Officer Group (CPOG) on the additional capital funding that has been offered by the Ministry of Housing, Communities and Local Government (MHCLG) as part of LAFH Round 3 capital funding programme.

The LAFH Round 3 capital allocation has been increased from £1,531,231 to £1,865,611. The additional capital funding is to be passported to PATH to acquire and deliver three two-bedroom temporary homes for homeless families and BCHA to deliver one extra resettlement home. It should be noted that the overall capital allocation was reduced as PATH and BCHA wish to acquire properties from the open market and not properties from developers (which would attract a higher grant rate).

BCHA – £1,543,688.80 (14 x properties)

PATH - £321,922.20 (3 x properties)

Revised Key Risks: *(Explain any changes to the risk register / risk log in the approved business case)*

No changes

Revised Outcome and Benefits: *(Explain any changes to the financial and non-financial outcomes and benefits as identified in the approved business case)*

No changes

Revised Milestones and Date:

Has the start /completion date changed? *(If so, please update with new dates)* No

Contract Award Date	Start On Site Date	Completion Date

Is further Consultation required: *(if so, please ensure you consult with legal and procurement prior to submission)*

Do you need further engagement with procurement for a tender or contract variation? No
Have procurement been consulted? No

Does the change in your project require Legal advice? if yes please explain why. No

Does the change alter the Climate Impact Assessment. *(If yes, this would need to be updated)*

No

Does the change alter the Equalities Impact Assessment. *(If yes, this would need to be updated)*

No

Revised Financial Implications: *(Capital and Revenue – capital profile and ongoing PCC revenue implications)*

Capital Cost and Financing:

Breakdown of project costs including fees surveys and contingency	Prev. Years £	25/26 £	26/27 £	27/28 £	28/29 £	29/30 £	Future Years £	Total £
Original business case capital cost		1,531,231						
Revised capital costs		1,865,611						
Difference		+334,380						
Detail on financing change (+£ or -£) to match the difference above								
		25/26 £	26/27 £	27/28 £	28/29 £	29/30 £	Future Years £	Total £
Grant Funding (Ringfenced/ Un-Ringfenced)		1,865,611						1,865,611
SI06 /CIL								
Corporate / Service Borrowing								
Internal Contribution (RCCO)								
External Contribution								

Are there any bidding constraints /restrictions/ conditions attached to the funding	The funding must be used to provide resettlement and temporary homes.
Does the change have any Tax and VAT implications. (If yes, please contact Sarah Scott)	No

Revised Revenue Implications:

Revised Revenue Implications for Service Area:

	25/26 £	26/27 £	27/28 £	28/29 £	29/30 £	Future Yrs.
Original business case revenue cost (A)	0					
Change to costs (B) increase / - reductions	0					
Change in income (C) reduction / - increase	0					
Revised revenue costs D = (A+/- B & C)	0					
Difference (A – D)	0					
Revised Service Area benefit & savings:						
Has the revised cost changes from this request been budgeted for or would it make a revenue pressure.	There should be no revenue cost implications as this is passporting of a grant and therefore no costs have been budgeted for but there is also no expected costs.					
Loan value	£0	Interest Rate	%	Term Years	Annual Repayment	£


SECTION 5: RECOMMENDATION AND ENDORSEMENT

- **Recommended Decision**
-
- **It is recommended that the Leader of the Council**
- Approves the Business Case Change Request
- Agree the revised Memorandum of Understanding
- Allocates £334,380 for the project into the Capital Programme funded by MHCLG
- Authorises the procurement process
- Delegates the award of the contract to Service Director for Community Connections to passport the funding to BCHA and PATH

Councillor Tudor Evans OBE, Leader of the Council		Service Director Matt Garrett/ Dave Ryland	
Either email dated:	14/05/2025	Either email dated:	16/04/2025
Or signed:		Signed:	
Date:		Date:	

EQUALITY IMPACT ASSESSMENT – PASSPORTING LAHF3 FUNDS TO BCHA

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): The person completing the EIA template.	Ruth Tune- Holmes	Department and service:	Community Connections	Date of assessment:	25 th November 2024
Lead Officer: Head of Service, Service Director, or Strategic Director.	Jackie Kings	Signature:		Approval date:	28 th November 2024
Overview:	<p>The Council has a statutory duty to support people who are homeless or threatened with homelessness.</p> <p>Access to good quality and affordable settled accommodation remains challenging in Plymouth. With LHA rates tied to the CPI rather than market rents; means there is a growing gulf between LHA rates and the market.</p> <p>Plymouth has very high numbers of homeless families in temporary accommodation, in B&B's, hostels, and shared house type temporary accommodation, accessed through the Plymouth Alliance. There are also high numbers of Afghan families in hotels who are at risk of homelessness</p> <p>Plymouth City Council will passport the capital Local Authority Homes Fund 3 capital allocation to BCHA to acquire and let 13 family homes, comprising of 8 units for temporary accommodation homes for homeless families and 5 homes for Afghan families</p>				
Decision required:	<ol style="list-style-type: none">1. Approves the Business Case Change Request2. Agree the revised Memorandum of Understanding3. Allocates £334,380 for the project into the Capital Programme funded by MHCLG4. Authorises the procurement process5. Delegates the award of the contract to Service Director for Community Connections to passport the funding to BCHA and PATH				

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

Potential external impacts: Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?	Yes		No	x
Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?	Yes		No	x
Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section 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.				

SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department
--	--	----------------	-----------------------	--------------------------------------

Age	<p>Plymouth</p> <ul style="list-style-type: none"> • 16.4 per cent of people in Plymouth are children aged under 15. • 65.1 per cent are adults aged 15 to 64. • 18.5 percent are adults aged 65 and over. • 2.4 percent of the resident population are 85 and over. <p>South West</p> <ul style="list-style-type: none"> • 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64. • 22.3 per cent are aged 65 and over. <p>England</p> <ul style="list-style-type: none"> • 17.4 per cent of people are aged 0 to 14. • 64.2 per cent of people are aged 15 to 64. • 18.4 per cent of people are aged 65 and over. <p>(2021 Census)</p>	<p>All individuals relocated to the UK will have the opportunity to seek full citizenship and are likely to have enhanced life chances, with support for their social and medical care needs. Schools receive additional funding of £4500 for children aged 4+ who arrive via the scheme. £2500 is available for children aged 3-4 on arrival. Funding has also allowed for childcare facilities to be available for pre-school age children to enable parents to attend English classes. Where necessary older participants will be referred to Adult Social Care.</p>	Not needed	Ongoing, Community Connections
------------	---	---	------------	--------------------------------

<p>Care experienced individuals</p> <p>(Note that as per the Independent Review of Children's Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</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>	No	Monitoring of lettings and related services to families who are care experienced	Ongoing, Community Connections
--	--	----	--	--------------------------------

Disability	<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>No</p> <p>Some participants may require medical and social care. Children may have special needs that require support in mainstream schools. Education funding is provided by the tariff and additional costs can be claimed for where SEND is identified in the first 12 months.</p> <p>Additional costs for medical, educational and social care costs identified in the first year can be claimed over and above the standard tariff rate provided by the Scheme.</p>	<p>A partnership with health and social care colleagues will be established to assess all medical and social care needs in advance and which will then be met upon arrival.</p> <p>We do not anticipate any difficulty in meeting the needs of the dispersed families and are able to decline cases whose needs could not be met in Plymouth.</p> <p>Services have also been identified that can provide early intervention mental health support or support for young and adult carers This will be monitored through letting arrangements</p>	Ongoing, Community Connections
Gender reassignment	<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>No</p> <p>If participants fall within this category, existing support services will be made available.</p>	Not applicable	Not applicable

Marriage and civil partnership	<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>	No	Not applicable	Not applicable
Pregnancy and maternity	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	Not applicable	Not applicable

Race	<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</p> <p>The impact of the decision will be to give Afghan LES an opportunity to apply for citizenship and create a stable home in the UK.</p> <p>There is potential for refugees to feel isolated and to be the target of racism and hostility based on current tension around immigration and security.</p> <p>Interpretation support and English classes will be provided.</p>	<p>We are seeking to address the potential for isolation and Islamophobia as part of wider COUNCIL strategy, including funding recently received via the Controlling Migration Fund and work undertaken by the Safer Communities Plymouth Board. Many of the wider Refugee and Asylum Seeker support providers are also third party reporters for hate crime and can help support families and raise awareness of how to report incidents.</p>	<p>Ongoing, Community Connections</p>
-------------	--	---	--	---------------------------------------

Religion or belief	<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</p> <p>Plymouth has a Muslim population from a range of diverse national backgrounds. There are two Mosques offering prayer and other facilities. There are also a number of shops with halal provision.</p> <p>There are numerous churches in Plymouth that have a congregation from a range of diverse national backgrounds.</p> <p>There is the potential for Refugees to feel isolated and to be the target of Islamophobia and other race related Hate crimes.</p>	This will be monitored through letting arrangements	Ongoing, Community Connections
Sex	51 per cent of our population are women and 49 per cent are men (2021 Census).	No Cultural practices may differ between countries of origin and the UK. These will be addressed through our integration work	This will be monitored through our partnership working	Ongoing, Community Connections

Sexual orientation	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 If participants fall within this category, existing support services will be made available.	This will be monitored through the letting process and partnership working with the landlord	Ongoing, Community Connections
---------------------------	---	--	--	--------------------------------

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
		<p>Our participation promotes protection of the right to life. Scheme participants may have been subjected to torture. We will ensure that this is taken in account in health and social care assessments.</p> <p>Whilst this does not amount to a duty to make provision for someone to practice their faith, we will have an early conversation with local places of worship about their ability to accommodate new worshipers and enable scheme participants to fully practise any religion or belief they hold in Plymouth.</p> <p>Right to education – all children arriving via the Scheme will be automatically entitled to mainstream education. We will</p>	Ongoing, Community Connections

		work with the admissions team and the education, participation and skills team to ensure that children are allocated places at school within a reasonable timeframe. Places will be allocated with due regard to impact on the local area. Adults arriving on the scheme will be entitled to access ESOL classes and money provided by the Scheme will support the provision of a crèche facility and women's only classes.	
--	--	---	--

SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
Work together in partnership to: <ul style="list-style-type: none"> promote equality, diversity and inclusion facilitate community cohesion support people with different backgrounds and lived experiences to get on well together 	<p>Afghanistan is a predominantly Muslim country, it is anticipated that the majority of those relocated will be Muslims and will most likely identify their race as Asian Other.</p> <p>By taking the decision to participate in the Scheme the Council is remaining consistent with its values as Welcoming City and an area that celebrates and encourages people of different backgrounds, faiths and experiences.</p>	<p>The integration work we will be commissioning will ensure that families are supported and encouraged to engage positively with the wider community.</p> <p>Further projects undertaken by the Controlling Migration Fund will specifically look at improving community cohesion within neighbourhoods and across communities will further support this work.</p> <p>We will also seek to address any cultural norms of those arriving via the Scheme which may not be consistent with norms within the UK e.g. LGBTQ+ rights and right</p>	Ongoing, Community Connections

		of women to work with peer-to-peer support networks.	
Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.	<p>Women arriving via the scheme may initially have low levels of English, which impacts their ability to go into skilled work. Many of the women arriving on the scheme will have childcare responsibilities which may impact their ability to enter the workplace in the short-term.</p> <p>The Scheme will fund employment of Council staff and staff within commissioned services to deliver the scheme requirements.</p>	<p>Plymouth City Council has reported a Gender Pay Gap of 2.6 per cent with a median pay gap of 3.3 per cent in favour of women. Staff employed to support the scheme will be paid according to local authority banded scales to ensure equal pay rates. All commissioned services funded by the Scheme will be required to sign our Equality and Diversity policy, including a commitment to equal pay between genders.</p> <p>Individuals arriving on the scheme will receive an Independent Advice and Guidance session on arrival to discuss future employment. This will include setting out rights and raising awareness of being an employee in the UK</p>	PCC
Build and develop a diverse workforce that represents the community and citizens it serves.	The Principal Applicants arriving via the ARAP Scheme will have been employed in Afghanistan by the Ministry of Defence and will have a unique and varied range of skills and experience. We are anticipating that English levels will be higher than some	As an employer we have committed to signing the Race at Work charter and to create a vibrant employee equality, diversity and inclusivity group with regular seminars	PCC

	<p>of the other migrants and refugees arriving into the city.</p> <p>There may be opportunities with the Council for people with existing skill set as well as potential to participate in future access programmes, including work experience, paid internships and graduate programme.</p>		
<p>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.</p>	<p>There is potential for individuals and families arriving via the Scheme to feel isolated and to be the target of racism and hostility based on current tension around immigration and security.</p> <p>Post the Brexit referendum neighbourhood surveys conducted indicate a decline in local community cohesion rates.</p>	<p>Many of the wider Refugee and Asylum Seeker support providers are third party reporters for hate crime and can help support families and raise awareness of how to report incidents. Scheme funding supports events such as respect Festival, International Women’s Day and Hope Festival. The Diverse Communities Team at Devon and Cornwall Police will attend all of these events to educate families further.</p>	<p>Ongoing, Community Connections</p>

LAHF3 Passporting Capital Grant to BCHA

Project details

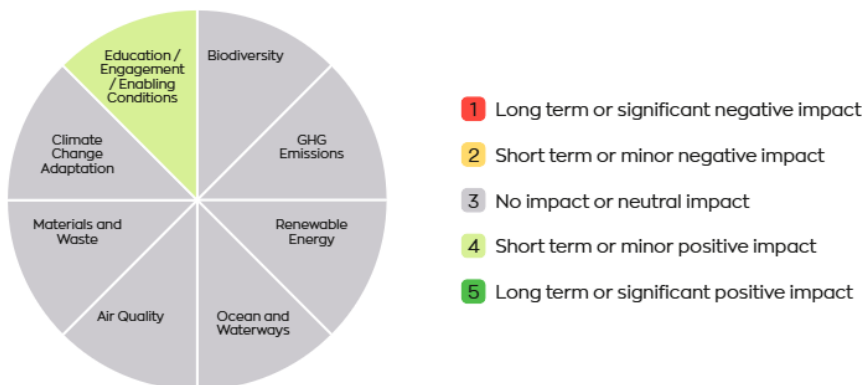
Assessment author

Liz Dunster

Project summary

-

Summary of assessment



As the project is acquiring existing housing there is little impact apart from enabling families to practice better behaviours due to being in houses rather than B&B accommodation.

Assessment scores

Biodiversity

Score

(3) No impact or neutral impact

Score justification

Existing homes will be purchased on the open market so there will be no change to the existing use

GHG Emissions

Score

(3) No impact or neutral impact

Score justification

Existing homes will be purchased on the open market so there will be no change of use. Where possible, homes will already have an EPC C or better so no works will be needed however there is a chance some may have a D rating in which case works will be undertaken to improve this.

Renewable Energy

Score

(3) No impact or neutral impact

Score justification

No change of use

Ocean and Waterways

Score

(3) No impact or neutral impact

Score justification

No change of use

Air Quality

Score

(3) No impact or neutral impact

Score justification

No change of use

Materials and Waste

Score

(3) No impact or neutral impact

Score justification

No change of use

Climate Change Adaptation

Score



(3) No impact or neutral impact

Score justification

No change of use

Education / Engagement / Enabling Conditions

Score

(4) Short term or limited positive impact

Score justification

The project will provide more temporary accommodation for families currently in B&B. Being in a house will enable them to adopt more climate friendly behaviours like recycling and cooking from scratch.

This page is intentionally left blank

ADDENDUM TO THE MEMORANDUM OF UNDERSTANDING

Between

Ministry of Housing, Communities and Local Government

-and-

Plymouth City Council

1. Addendum Purpose

- 1.1. This is an addendum to the Memorandum of Understanding agreed between the Ministry of Housing, Communities and Local Government ('MHCLG') and Plymouth City Council ('the Council') on 17/9/2024 ('the MOU') for delivery of the Local Authority Housing Fund – third funding round ('LAHF R3').
- 1.2. This addendum outlines the agreement between MHCLG and the Council to increase the delivery target, total allocation and tranche payment allocations outlined in the MOU. This addendum should be read in conjunction with the MOU and does not make changes to any other agreements set out in the MOU.

2. Updated Delivery Target and Funding Allocation

- 2.1. MHCLG has accepted the Council's EOI plan to provide 4 additional homes under LAHF R3 of which 0 homes shall be new homes, and MHCLG will provide additional grant of £447,800.
- 2.2. Therefore, the Council will provide a total of 17 homes ('the delivery target') under LAHF R3, of which 0 homes shall be new homes ('the new homes delivery target'), and MHCLG will provide a grant of £1,865,611 ('the total allocation').
- 2.3. The total allocation will be provided as £294,057 in 2024-2025 ('the Year 1 allocation') and £1,571,554 in 2025-2026 ('the Year 2 allocation'). The Year 1 allocation includes the revenue grant.
- 2.4. The Council agrees the following targets to deliver at least:
 - 8 + 3 additional properties = 11 total **(2-4+ bed)** properties to be allocated to households that meet the **TA element** eligibility criteria outlined in section 5.1 of the Prospectus.

- 4 + 0 additional properties = 4 total **(2-3 bed)** properties for households that meet the **R3 resettlement element** eligibility criteria outlined in section 5.2 of the Prospectus.
- 1 + 1 additional properties = 2 total properties (4+ bed) for households that meet the **R3 large resettlement element** eligibility criteria outlined in section 5.2 of the Prospectus.

2.5. The total allocation comprises the capital grant of £1,855,000 and the revenue grant of £10,611.

2.6. The delivery target, the new homes delivery target, the total allocation, the yearly grant split, and capital and revenue grant totals set out at 2.2 to 2.5 replace the figures outlined in 3.1 - 3.5 of the MOU.

2.7. The Council agrees to deliver 0 properties in financial year 2024-25 ('the Year 1 delivery target') and 17 properties in financial year 2025-26 ('the Year 2 delivery target'). The property types that the Council agrees to deliver in each year are outlined in Table 1. This delivery profile and table replace the MOU delivery profile at 5.3.

Table 1 – delivery profile

Property type	Year 1 delivery target (2024-25)	Year 2 delivery target (2025-26)	Total delivery target
TA element 2-4+ bed homes	0	11	11
Resettlement element 2-3 bed homes	0	4	4
Large Resettlement 4+ bed homes	0	2	2
All property types	0	17	17

2.8. The funding provided by MHCLG in Tranches 1, 2, 3 and 4 and the EOI Year 1 allocation is set out in Table 2. This table replaces Table 2 at 6.2 in the MOU.

Table 2 – Updated funding allocation

	Tranche 1 allocation (capital and revenue)	Tranche 2 allocation	EOI Year 1 allocation	Tranche 3 allocation	Tranche 4 allocation	Total allocation
Total funding	£294,057	£0	£0	£785,777	£785,777	£1,865,611

2.9. Where the Council receives any Year 2 capital allocation, payment of Tranche 3 will be made once the Council demonstrates committed spend of 80% of Tranche 1, Tranche 2 and the EOI Year 1 payment in line with your existing MOU. (This updates guidance in 6.4, 9.5 and table 3 of the MOU).

2.10. Where the Council receives any Year 2 capital allocation, payment of Tranche 4 will be made once the Council demonstrates committed spend of 80% of Tranche 1, Tranche 2 and the EOI Year 1 payment and Tranche 3 in line with your existing MOU. (This updates guidance in 6.4, 9.5 and table 3 of the MOU).

Addendum signed for and on behalf of MHCLG


Signature:

Name:

Position:

Date:

Addendum signed for and on behalf of Plymouth City Council



Signature:

Name: Ian Trisk-Grove

Position: Director of Finance (S151)

Date: 29/04/2025

EXECUTIVE DECISION

made by a **Cabinet Member**



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

Executive Decision Reference Number – L58 24/25

Decision				
1	Title of decision: Woodlands School SEND expansion (Early Years)			
2	Decision maker: Councillor Tudor Evans OBE (Leader of the Council)			
3	Report author and contact details: Nathan Sanders, Programme Manager, 01752 307780; Nathan.sanders@plymouth.gov.uk			
4	Decision to be taken: <ol style="list-style-type: none"> To approve the Business Case To add £728,392 to the Capital Programme, funded from the SEN / High Needs Grant 			
5	Reasons for decision: <ol style="list-style-type: none"> The project will provide additional Special Educational Needs and Disabilities (SEND) capacity creating 10 nursery assessment places and an additional 8-10 places within Woodlands School. The project will entail the fit-out of an unused space in the school following the closure of the Short Break provision on the site. 			
6	Alternative options considered and rejected: Not proceed with project: Rejected because this would not increase SEND capacity or facilitate the nursery assessment unit. Create additional places at an alternative site: This would be a more costly option and would not be taking advantage of the currently available vacant space at Woodlands School.			
7	Financial implications and risk: An addition of £728,392 to the capital programme, which is to be funded from the SEN / High Needs Grant. Risks of the project identified are: <ul style="list-style-type: none"> Failure to complete the works by 2nd November (end of the half term holiday), meaning that SEND places will be limited for the 25/26 intake. Mitigation: proceed with project as soon as possible upon approval Project costs exceed budget. Mitigation: contingency included within budget 			
8	Legal Implications The works are being undertaken under by the Private Finance Initiative (PFI) Contractor under the existing PFI Contract by way of a notice of change.			
9a	Is the decision a Key Decision?	Yes	No	Per the Constitution, a key decision is one which:

	(Please contact Democratic Support for further advice)		X	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
			X	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million
			X	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
If yes, date of publication of the notice in the Forward Plan of Key Decisions		N/A		
10	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:	This proposal supports the <u>Send Sufficiency Plan</u> and the Corporate Plan priorities of: Keeping Children, Adults and Communities Safe; Green Investment, Jobs, Skills, and Better Education; Spending Money Wisely.		
11	Please specify any direct environmental implications of the decision (carbon impact)	A Climate Impact Assessment is attached		

Urgent decisions

12	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No	X	(If no, go to section 13a)


12 a Reason for urgency:

12 b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			

Consultation

13 a	Are any other Cabinet members' portfolios affected by the decision?	Yes	X	
		No		(If no go to section 14)

13 b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Sally Cresswell (Cabinet Member for Education, Skills and Apprenticeships)		
13 c	Date Cabinet member consulted	2 May 2025		
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	X	
15	Which Corporate Management Team member has been consulted?	Name	David Haley	
		Job title	Director of Children's Services	
		Date consulted	2 May 2025	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JS137 24/25	
		Finance (mandatory)	ITG.25.26.008	
		Legal (mandatory)	LS/00001312/1/AC/7/5/25	
		Human Resources (if applicable)	n/a	
		Corporate property (if applicable)	n/a	
		Procurement (if applicable)	n/a	
Appendices				
17	Ref.	Title of appendix		
	A	Briefing report for publication		
	B	Equalities Impact Assessment		
	C	Climate Impact Assessment		
Confidential/exempt information				
18 a	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. (Keep as much information as possible in the briefing report that will be in the public domain)
		No		

		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18 b	Confidential/exempt briefing report title: Business case Woodlands School SEND expansion (Early Years)			X				
Background Papers								
19	<p>Please list all unpublished, background papers relevant to the decision in the table below.</p> <p>Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</p>							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	<p>I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.</p>							
Signature			Date of decision		14/05/2025			
Print Name	Councillor Tudor Evans OBE, Leader of the Council							

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

This page is intentionally left blank

EXECUTIVE DECISION BRIEFING NOTE**Woodlands School SEND Expansion and Assessment Nursery
(Early Years)**

This Executive Decision seeks approval to add £728,392 to the Capital Programme, funded from the SEN / High Needs Grant.

The Project will provide additional Special Educational Needs and Disabilities (SEND) provision and provide an Early Years Assessment Nursery provision at Woodlands School, creating 10 nursery assessment spaces and an additional 8-10 spaces within the fabric of the school (by reconfiguring the space). This is a cost-effective option compared to a new build. This will be both Premises and Building Bulletin compliant, from both a pupil and staff perspective.

This will utilise an unused space, following the closure of the Short Break provision on the site, whilst providing the school with an Early Years Assessment Nursery.

The nursery assessment places are for children who may either be assessed to enter one of the special schools in the city (including Woodlands), or who may be assessed as being able to have their needs met in a mainstream setting. This resource currently does not exist in the city.

The key risks if the project is not approved is the loss of additional SEND space/capacity at Woodlands Special School whilst still having to fund the unused Short Break Space, and continued cost increases from Independent Specialist Providers (ISP). A further risk is that professional nursery assessment and early intervention opportunity would potentially be missed.

Children who cannot be accommodated at Woodlands School, must then access an ISP place which would generally cost the City at least 100% more for every place. Providing the necessary transport is also an additional financial burden to the Council.

By providing the new places at Woodlands School, the Council can ensure that children with the most complex needs are offered cost effective, safe and high-quality assessment and provision within the city.

The works, if approved, are scheduled to be complete by the end of the Autumn 2025 half term holiday.

The Part 2 business case provides further detail on the project including a breakdown of project costs.

This page is intentionally left blank

EQUALITY IMPACT ASSESSMENT –
RIVERSIDE SCHOOL PHASE 2 – PROVISION OF ADDITIONAL SEND CAPACITY

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): The person completing the EIA template.	Ian Baker	Department and service:	Education, Participation & Skills	Date of assessment:	02/04/25
Lead Officer: Head of Service, Service Director, or Strategic Director.	Lisa McDonald	Signature:	L. McDonald	Approval date:	9/5/25
Overview:	<p>The city is facing considerable financial pressures on the High Needs Block funding stream due to pupils being required to attend Independent Specialist Providers (ISP). A typical place at Woodlands costs the city around £32,000 for pupils with the most complex needs. These needs can include children who have breathing support needs, complex epilepsy management requirements or who have to be supported fully throughout the day by an attending adult. Typical prices for an ISP start at around £55,000 per place per year and are often in excess of this. Children who cannot be accommodated at Woodlands School have to access an ISP place would generally cost the city at least 100% more for every place. Providing the necessary transport to such schools is also an additional burden. By providing additional places at Woodlands School, the Council can ensure that children with the most complex needs are offered cost effective, safe and high-quality provision.</p> <p>This proposal to remodel part of the defunct short Break Unit within Woodlands Special School to provide additional SEND provision will result in an unused space being brought back into use following the closure of the short break provision on the site. This project will provide much needed additional SEND capacity creating 10 nursery assessment spaces and an additional 8-10 spaces within Woodlands School (by reconfiguring the school). This is a more cost-effective option compared to a new build. The project will be premises and Building Bulletin compliant from both a Pupil and Staff perspective, with both having sufficient Health and Welfare facilities. To note the nursery assessment are for children who may enter one of special schools in the city (including Woodlands), or who may be able to have their needs met in a mainstream school.</p>				
Decision required:	<p>To approve the Business Case</p> <p>To add £728,392 to the Capital Programme, funded from the SEN / High Needs Grant</p>				

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

Potential external impacts: Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?			No	X
Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?			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)			No	X
If you do not agree that a full equality impact assessment is required, please set out your justification for why not.	The project will have a positive impact due to increase in provision of school places for SEND Children.			

SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department

Age	<p>Plymouth</p> <ul style="list-style-type: none">• 16.4 per cent of people in Plymouth are children aged under 15.• 65.1 per cent are adults aged 15 to 64.• 18.5 percent are adults aged 65 and over.• 2.4 percent of the resident population are 85 and over. <p>South West</p> <ul style="list-style-type: none">• 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64.• 22.3 per cent are aged 65 and over. <p>England</p> <ul style="list-style-type: none">• 17.4 per cent of people are aged 0 to 14.• 64.2 per cent of people are aged 15 to 64.• 18.4 per cent of people are aged 65 and over. <p>(2021 Census)</p>	None		

<p>Care experienced individuals</p> <p>(Note that as per the Independent Review of Children's Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</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>	None		
<p>Disability</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>	None		

Gender reassignment	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		
Marriage and civil partnership	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		
Pregnancy and maternity	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		

Race	<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>	None		
Religion or belief	<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>	None		
Sex	<p>51 per cent of our population are women and 49 per cent are men (2021 Census).</p>	None		
Sexual orientation	<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>	None		

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	These proposals contribute to the right to an education in suitable premises	The project will be managed by PCC for completion in the beginning of the 2025/2026 academic year.	Project scheduled for completion by November 2025.

SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
Work together in partnership to: <ul style="list-style-type: none">▪ promote equality, diversity and inclusion▪ facilitate community cohesion▪ support people with different backgrounds and lived experiences to get on well together	<p>The proposal supports the diversity and inclusivity of Plymouth, ensuring that all pupils, regardless of gender or disability have access to suitable buildings supporting a brilliant start in education:</p> <ul style="list-style-type: none">- People should be able to access opportunity whatever their circumstances- Things that make the biggest difference to people’s lives should get priority when deciding where limited resources go- Preventing inequalities is more effective than trying to eliminate them <p>- Services should be provided ‘with’ people, not ‘for’ them</p>	We provide parents, staff and governors at the schools, local residents and other stakeholders with the opportunity to participate in the decision making on the proposals, to provide children with improved facilities that will promote diversity and independence and reduce social inequality.	Project scheduled for completion by November 2025.
Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.	The proposal supports Plymouth Schools in providing education, training and support for care experienced people.	Provides improved facilities that ensure that staff, children and young people are safe and confident in their communities, by providing suitable education accommodation.	Project scheduled for completion by November 2025.

Build and develop a diverse workforce that represents the community and citizens it serves.	The proposal supports Plymouth Schools in developing a diverse workforce to support the pupils and their community.	Provides improved facilities that ensure that staff, children and young people are safe and confident in their communities, by providing suitable education accommodation.	Project scheduled for completion by November 2025.
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.	The proposal supports Plymouth Schools in developing a diverse workforce to support the pupils and their community.	Provides improved facilities that ensure that staff, children and young people are safe and confident in their communities, by providing suitable education accommodation.	Project scheduled for completion by November 2025.

Woodlands Nursery

Project details

Assessment author

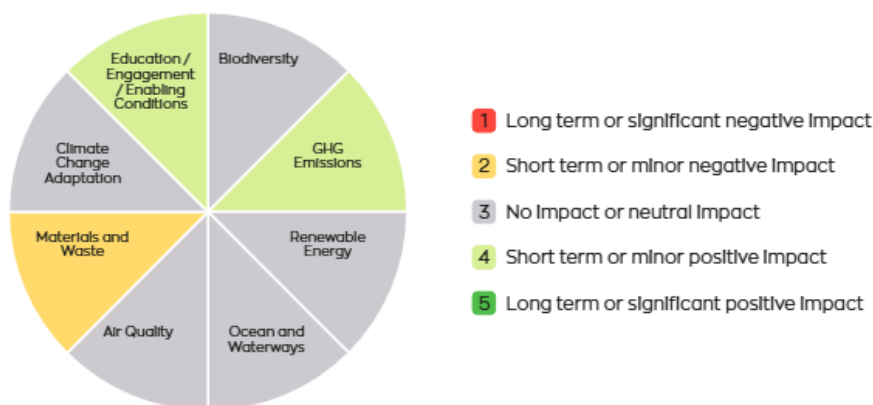
Ian Baker

Project summary

The city is facing considerable financial pressures on the High Needs Block funding. Providing additional places within Woodlands School, the City will ensure that children with the most complex needs are offered cost effective, safe and high-quality provision.

This proposal to remodel part of the defunct short Break Unit within Woodlands Special School to provide additional SEND provision. Resulting in an unused space being brought back into use at a minimal cost. This project will provide much needed additional SEND capacity creating 10 new nursery assessment spaces and an additional 8 spaces within Woodlands School by reconfiguring the school. This is a more cost-effective environmentally sustainable option over a new build.

Summary of assessment



To remodel an underutilised space at Woodlands Community School to provide much needed Special Education Needs and Disability (SEND) spaces for additional children currently allocated to Woodlands school, which does not have the capacity due to the current configuration. This is against a backdrop of the LA having a legal obligation to provide the necessary school places.

Assessment scores

Biodiversity

Score

(3) No impact or neutral impact

Score justification

Score justification

This project will make limited alterations to the fabric of the building internally, there are no external alterations proposed. There are only limited reconfigurations to the heating and lighting internally. There are no impacts on habitat externally with no substantive change in use of the building or grounds. It will not add any dangerous pathogens or invasive species or change in species or biodiversity. Nature conservation/enhancement is not a key aim for this project, however it does avoid constructing new buildings on either virgin or brown sites

GHG Emissions

Score

(4) Short term or limited positive impact

Score justification

This proposal will have no impact. It is repurposing areas that are currently under utilised, but in use and require servicing such as heating and lighting etc. The new use will not increase this load or change the requirements and thus is not increasing the greenhouse gas emissions. The hours of operation will be reduced from 24 hours operation as a short break facility to a school day which should reduce the amount of heating required and thus a marginal improvement over the previous operation of the area as short break. The number of pupils accommodated in the space will be similar to the numbers accommodated in the residency previously and thus should be marginally improved. This is a relatively new school and had climate and biodiversity measures implemented at the time of construction which will not be diminished in any way by the proposal.

Renewable Energy

Score

(3) No impact or neutral impact

Score justification

This project will not increase or decrease the provision of renewable energy or the use of waste energy in Plymouth as it is a change of pupil designation and usage within an existing school that will be more effectively and efficiently utilised.

Ocean and Waterways

Score

(3) No impact or neutral impact

Score justification

This project should not have any affect on water quality or affect the amount of water needing to be treated as sewage. There is already sufficient infrastructure or mitigation solutions, such as sustainable drainage in place. It will not however create new or improved marine/aquatic habitats or remove or damage existing habitats in any way as its primary usage function and daily operation all remains unchanged. This project will not increase or decrease the level of pollutants such as litter, plastics or chemicals in the environment.

Air Quality

Score

(3) No impact or neutral impact

Score justification

This project will not lead to any significant increase or decrease in air emissions or particulates from any plant (e.g. heating systems) as the primary usage and operation is not changing. There is likely to be small decrease in the amount of heating required due to a shorter daily operating period and no weekend usage. This project will not improve or degrade indoor or external air quality.

Materials and Waste

Score

(2) Short term or limited negative impact

Score justification

This project will not create or reduce the waste volumes in the city. There is unlikely to be significant construction/demolition waste as we are only undertaking limited reconfiguration/remodelling with limited removal/demolition of some internal walls. There are no one off elements requiring heavy packaging planned. This will not impact on the public realm through increased littering and pollution as it's a contained site that is serviced regularly.

The existing resources and structures will be fully reused in this project in order to reduce onward waste. Recycled and/or low carbon materials will be sourced instead of virgin materials where possible or practicable, although this will be largely due to what items and materials are available as most of the equipment is bespoke.

All existing and new equipment will be utilised on the existing site, it would not however be disposed of (unless faulty, damaged or beyond repair) and would be re-utilised in either the main school or wider SEND Estate, if it was no longer required at this facility. There is likely to be a minimal short term increase in some waste materials such as some internal remodelling waste, packaging, off cuts and associated refinishing materials. There is no large scale demolition or major construction elements that would create a significant volume of waste. All waste will be managed sustainably.

On completion of the works, it is unlikely that the waste produced in operation will be any different from the current situation which should have a neutral overall impact on waste.

Climate Change Adaptation

Score

(3) No impact or neutral impact

Score justification

The vulnerability of this project to climate change impacts remain unchanged from when the school was built. It will not make Plymouth more or less resilient to the anticipated effects of climate change. This project will not lead to changes in the risk of flooding as the mitigation measures installed during the building of the school remain unchanged.

Education / Engagement / Enabling Conditions

Score

(4) Short term or limited positive impact



Score justification

This project in itself will not directly help to educate and or engage residents or businesses about the climate emergency and actions to take and/or the biodiversity crisis.

However the pupils and staff who use this facility will be educated and actively encouraged to embrace sustainability, biodiversity and climate change, which then permeates back via the pupils and the school to parents, residents and businesses and local communities.