

**Oversight and Governance**

Chief Executive's Department

Plymouth City Council

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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 12 June 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 decision detailed below may be implemented on 13 June 2025 if it is not called in.

Delegated Decisions

I. Councillor Tudor Evans OBE (Leader of the Council):

- Ia. L01 25/26 - Royal Parade Bus Improvement Scheme Business Case Change Request **(Pages 1 - 26)**

EXECUTIVE DECISION

made by a Cabinet Member



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


Executive Decision Reference Number – L01 25/26

Decision				
1	Title of decision: Royal Parade Bus Improvement Scheme Business Case Change Request			
2	Decision maker: Councillor Tudor Evans OBE (Leader of the Council)			
3	Report author and contact details: Sarah McVeigh (Strategic Transport Programme Co-ordinator) (T) 01752 308855 (E) sarah.mcveigh@plymouth.gov.uk			
4	Decision to be taken: <ol style="list-style-type: none"> 1. Approves the Business Case Change Request to defer the programme 2. Allocates £248,058 for the project from the existing Capital Programme funded by the Department for Transport's 2025/26 Bus Grant funding 			
5	Reasons for decision: <ol style="list-style-type: none"> 1. To adjust the construction programme timescales to minimise the impact on important city centre events 2. Approval required to reallocate existing capital funding to deliver the revised programme following further discussion with key stakeholders 			
6	Alternative options considered and rejected: <ol style="list-style-type: none"> 1. Postpone construction works until later in the summer. This was rejected due to higher increased costs and reduced opportunity to complete and open up the areas close to the piazza in time for the Christmas event period. 2. Do not proceed with the scheme. This was rejected due to the Council's commitment to investing in the city's bus infrastructure to support public transport and delivering the Transforming Cities and Bus Grant programmes. The construction contract has also been awarded. 			
7	Financial implications and risks: <p>The programme adjustments require £248,058 to be reallocated from the existing capital programme, funded by the Department for Transport's 2025/26 Bus Grant.</p> <p>The terms of the grant require this funding allocation to be spent in full by March 2027, which will be achieved.</p>			
8	Legal Implications: (For completion by Legal Officers) <p>There are no legal implications arising directly from adding additional funds to the capital programme. Any risks associated with the business case change are addressed within the Business Case Change Request along with associated mitigations.</p>			
9	Is the decision a Key Decision?	Yes	No	Per the Constitution, a key decision

	<p>(please contact Democratic Support for further advice)</p> <p>Please type an X into the relevant boxes</p>			<p>is one which:</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 £1 million 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>			
10	<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>Supporting the Joint Local Plan (JLP) through the delivery of schemes on the Infrastructure Needs Assessment and supporting the policies of the JLP, specifically:</p> <ul style="list-style-type: none"> - Policy SPT9, Strategic principles for transport planning and strategy <p>We will deliver an integrated approach to transport and planning, delivering a strategic approach to transport based upon the following key principles:</p> <ol style="list-style-type: none"> 1. Suitable growth as a key driver behind the transport strategy within Plymouth, whilst making sure that transport is delivered in the most health promoting and environmentally responsible manner; 4, Seeking to reduce the impact of severance caused by transport networks, enabling more journeys by walking, cycling and public transport and providing genuine alternative ways to travel from home to work and other facilities; 5. Providing realistic sustainable transport choices and increasing the integration of transport modes so that people have genuine alternative ways to travel. 8. Adopting a hierarchy of transport modes and routes based upon different spatial settings (regional, city, market town and neighbourhood / billage). <p>Partnership working, with local and regional partners, realising greater benefits over the life of the plan and beyond.</p> <p>The Transforming Cities Fund provides that opportunity to accelerate investment in sustainable modes in the city. This type of investment will be fundamental to achieving our carbon neutral ambitions by 2030. The investment in bus infrastructure will help to provide residents with high quality public transport options, better connecting places of work with places of residence.</p>		

		This scheme also forms part of the Bus Service Improvement Plan, which directly delivers on the corporate Net Zero commitment: T6 - Low carbon transport partnerships.		
11	Please specify any direct environmental implications of the decision (carbon impact)	None. The scheme specific Climate Impact Assessment demonstrated either positive impacts or no/neutral impacts.		
Urgent decisions				
12a	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 No	 X	(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice) (If no, go to section 13a)
12b	Reason for urgency:			
12c	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 No	X 	 (If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Mark Lowry (Cabinet Member for Finance) Councillor John Stephens (Cabinet Member for Strategic Planning and Transport)		
13c	Date Cabinet member consulted	30 May 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 No	 X	If yes, please discuss with the Monitoring Officer
15	Which Corporate Management Team member has been consulted?	Name		Tracey Lee
		Job title		Chief Executive
		Date consulted		30 May 2025

Sign-off							
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JS05 25/26				
		Finance (mandatory)	OW.25.26.010				
		Legal (mandatory)	LS/00003610/9/LB/04/06/2025				
		Procurement (if applicable)	SN/PS/786/ED/0525				
		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, Royal Parade					
	B	Equalities Impact Assessment, Royal Parade					
	C	Climate Impact Assessment, Royal Parade					
Confidential/exempt information							
18a	Do you need to include any confidential/exempt information? Please type an X into the relevant box	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
18b	Confidential/exempt briefing report title:						
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 I 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
2025.06.02 Royal Parade Business Change Request				X				
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		05/06/2025		
Print Name		Councillor Tudor Evans OBE (Leader of the Council)						

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

Document is Restricted

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EXECUTIVE DECISION BRIEFING REPORT

Royal Parade Bus Improvement Scheme Business Case Change Request



1. SUMMARY

A decision is being sought to approve the Business Case Change Request to defer the Royal Parade Bus Improvement scheme programme and reallocate £248,058 of existing capital funding from the Department for Transport 2025/26 Bus Grant Funding.

2. BACKGROUND

The Royal Parade scheme aims to improve the public transport infrastructure, improve bus journey times and reduce congestion and emissions. The scheme works focus on the eastbound side of Royal Parade between Derry's Cross and St. Andrew's Cross and include:

- Redesigning the road with a shallow saw-tooth layout to increase the number of bus stops from 12 to 15, to prevent double stacking, unnecessary idling and improve air quality. This will improve bus manoeuvrability and safety by reducing the need for buses to reverse out and ensure passengers can get on and off from the pavement.
- Clearer and easier information about where and what bus to get in the new shelters and upgraded Real Time Passenger Information displays.
- New, bigger shelters to make it easier for people with pushchairs or wheelchairs to use them. They will have living roofs to support biodiversity.
- An upgraded toucan crossing at Armada Way for both pedestrians and cyclists.
- Average speed camera system to replace existing static cameras, supporting a safe environment for pedestrians.
- New granite paving to replace the existing concrete slabs that have become worn over time and are slippery in places.

3. PROPOSED CHANGES AND REASONS

Following further discussion with key stakeholders, it is proposed to adjust the construction programme timescales in order to minimise the impact on important city centre events. The request for funding to be reallocated from the existing capital programme supports the proposed deferred programme.

4. ALTERNATIVE OPTIONS

4.1 Postpone construction works until later in the summer

This was rejected due to higher increased costs and reduced opportunity to complete and open up the areas close to the piazza in time for the Christmas event period.

4.2 Do not proceed with the scheme

This was rejected due to the Council's commitment to investing in the city's bus infrastructure to support public transport and delivering the Transforming Cities and Bus Grant programmes. The construction contract has also been awarded.


5. TIMESCALES

If the recommendation is approved, the Contractor will be asked to provide a revised programme for acceptance that will enable confirmation of a start date.

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EQUALITY IMPACT ASSESSMENT – ROYAL PARADE HIGHWAY IMPROVEMENT SCHEME

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): This is the person completing the EIA template.	Karen Renshaw	Department and service:	Strategic Planning and Infrastructure, Growth Directorate	Date of assessment:	11.06.24 Reviewed 24.03.25 Reviewed 03.06.25
Lead Officer: Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Philip Heseltine	Signature:		Approval date:	03.06.25
Overview:	<p>The Royal Parade and Mayflower Street highway schemes are sister schemes that aim to improve public transport in the city centre by making bus travel faster, easier and more reliable. They are part of a programme of investment through the Transforming Cities Fund (TCF) that collectively reduce congestion, improve air quality and help the city prosper by investing in infrastructure to improve public and sustainable transport connectivity on key commuter routes across the city. Further information on the TCF can be found using this link: https://www.plymouth.gov.uk/transformingcitiesfund.</p> <p>The Mayflower Street scheme which was completed in June 23, created two new bus stops, bring the bus stops in the street to three. The purpose of this is to take pressure / create flexibility for bus services at Royal Parade . The kerb was realigned to enable buses to drop off users without stopping other traffic which reduces congestion and delays.</p> <p>The Royal Parade scheme will increase the number of bus stops and shelters from 12 to 15. As part of this scheme, the bus shelters will be upgraded and all with have living roofs installed. A saw tooth layout will replace the existing straight layout. This will enable buses to be able to manoeuvre independently in and out of the bus stops without impacting on other buses. Currently there is stacking and congestion of buses and traffic. The area will be repaved in high quality three tone granite paving.</p>				

Decision required:	The purpose of this report is to request approval of £248,058 to be allocated to the Royal Parade Bus Improvement scheme capital budget from the Department for Transport 2025/26 Bus Grant Funding, and to approve the Business Case Change Request.
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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 two)	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	Plymouth <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. 	No adverse impact		

	<ul style="list-style-type: none">• 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>(Data sourced from the 2021 Census)</p>			
Disability	10 per cent of our population have their day-to-day activities limited a lot by a long-term health problem or disability (2011 Census).	No adverse impact		

Gender reassignment	<p>There are no official estimates for gender reassignment at either national or local level (awaiting 2021 Census data).</p> <p>However, in a study funded by the Home Office, the Gender Identity Research and Education Society (GIREs) estimate that between 300,000 and 500,000 people aged 16 or over in the UK are experiencing some degree of gender variance.</p>	No adverse impact		
Marriage and civil partnership	<p>There were 234,795 marriages in England and Wales in 2018.</p> <p>In 2020, there were 7,566 opposite-sex civil partnerships formed in England and Wales, of which 7,208 were registered in England and 358 were registered in Wales.</p> <p>There were 785 civil partnerships formed between same-sex couples in England and Wales in 2020, of which 745 were registered in England and 40 were registered in Wales.</p>	No adverse impact		
Pregnancy and maternity	<p>There were 640,370 live births in England and Wales in 2019, a decrease of 2.5 per cent since 2018. The mid-year 2019 population estimates show that there were 2,590 births in Plymouth.</p> <p>The total fertility rate (TFR) for England and Wales decreased from 1.70 children per woman in 2018 to 1.65 children per woman in 2019.</p>	No adverse impact		

Race	<p>92.9 per cent of Plymouth's population identify themselves as White British. 7.1 per cent identify themselves as Black, Asian or Minority Ethnic.</p> <p>Census data suggests at least 43 main languages are spoken in the city, showing Polish, Chinese and Kurdish as the top three (2011 Census).</p>	No adverse impact		
Religion or belief	<p>Christianity is the biggest faith in the city with more than 58 per cent of the population (148,917). 32.9 per cent (84,326) of the Plymouth population stated they had no religion (2011 Census).</p> <p>Those who identified as Muslim were just under 1 per cent while Hindu, Buddhist, Jewish or Sikh combined totalled less than 1 per cent (2011 Census).</p>	No adverse impact		
Sex	51 per cent of our population are women and 49 per cent are men (2021 Census).	No adverse impact		
Sexual orientation	There is no precise local data on sexual orientation in Plymouth (awaiting 2021 Census data).	No adverse impact		

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

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

SECTION FIVE: OUR EQUALITY OBJECTIVES

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

Royal Parade Improvement Scheme

Project details

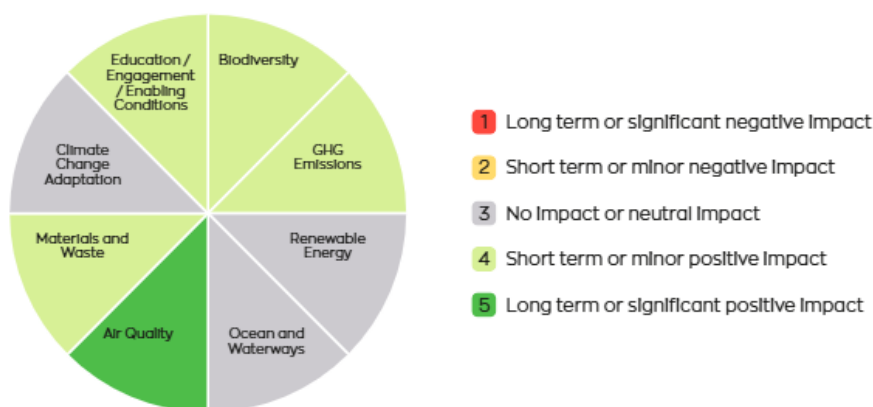
Assessment author

Benji Illingworth

Project summary

The Royal Parade Improvement Scheme has been designed to reduce congestion and improve the reliability of bus services to and from the city centre by increasing the number of bus stops on the eastbound side.

Summary of assessment



The Royal Parade Improvement Scheme will have a positive climate impact in Plymouth's City Centre through the addition of three new bus stops and the sawtooth design to all stops, easing traffic on a busy and important transport hub. This will create a more reliable bus service throughout the city, one the public feel more confident in using, therefore increasing bus patronage – a sustainable transport method. The scheme will also provide green roofs to all bus stops to increase biodiversity to our City Centre. The benefits offered by the scheme will have a long-term effect, beyond 2030 and consequently future proofing Royal Parade.

Assessment scores

Biodiversity

Score

(4) Short term or limited positive impact

Score justification

Nature is an element that has been thought about throughout the scheme, improving the amount of green in the city centre being very important. As part of this we are implementing green roofs on all bus shelters along Royal Parade, which has already been completed on the south side of the road. This will improve biodiversity in the city centre by attracting pollinators and insects to these native friendly plant species

Also, by adding three new bus stops and a sawtooth design to all bus stops, we aim to improve the bus network not only on Royal Parade but for in the rest of Plymouth too – by reducing the amount of congestion caused by buses trying to stop. These elements will assist towards to net zero.

The project will not increase the risk of invasive species or dangerous pathogens entering the area.

GHG Emissions

Score

(4) Short term or limited positive impact

Score justification

The scheme will create a short-term increase in greenhouse gas emissions during the construction period. This is due to traffic management, leading to disturbed traffic patterns, the process of granite laying, soil disturbance, the use of construction vehicles and their journeys from the compound to site.

However, the scheme will produce a decrease in GHG emissions in the long-term due to increased bus efficiency in the system, less congestion on Royal Parade and aim for public behaviour to change and be more inclined to use a bus.

Renewable Energy

Score

(3) No impact or neutral impact

Score justification

No effect.

Ocean and Waterways

Score

(3) No impact or neutral impact

Score justification

No effect.

Air Quality

Score

(5) Long lasting or extensive positive impact

Score justification

It is anticipated that the Royal Parade scheme will increase bus patronage, enable bus timetables to run more efficiently, which will help services will be more efficient and more reliable.

We want bus services to be reliable so that people have confidence in using them. This in turn will reduce the number of cars with only one or few occupants. This in turn should improve air quality.

Waiting times and vehicle idling will reduce due to the sawtooth design aiding buses getting in and out of stops. This currently creates bottlenecks from buses causing traffic behind them on Royal Parade.

The scheme will provide additional cycle hoops and a Toucan crossing. The scheme seeks to future proof the city centre as we aim for more sustainable transport in the future.

Green infrastructure is also incorporated into the scheme via green roofs on all new bus shelters.

Materials and Waste

Score

(4) Short term or limited positive impact

Score justification

There will be a one-off negative impact during the construction phase of the scheme due to materials being used and waste being created.

The Contractor will be required to provide a comprehensive waste management plan. E.g all concrete slabs will not be reused, but they will be taken to a waste management site for reuse as aggregate. The existing granite kerbs will be stored and reused within the city.

However, the scheme will be replacing the concrete paving, which is at the end of its useful lifespan, with granite paving which has been chosen for its durability and longevity. It will be set onto a robust foundation which will ensure that its lifespan is maximised. This will therefore mean the upkeep for the materials will be low and due to its long lifespan, it will ensure that replacement paving will not be necessary for several decades, showing the long-term benefits of the project.

The Principal Contractor will be required to comply with environmental good practice.

The Royal Parade scheme will provide two large capacity litter bins with clear recycling advice on the bins.

Climate Change Adaptation

Score

(3) No impact or neutral impact

Score justification

The Royal Parade should enable Plymouth to be more resilient to the impact of climate change. This will be through the improvements of sustainable transport infrastructure through the three extra bus stops, safer toucan crossing across the road, cycle hoops. This will help to future proof the centre of Plymouth, especially with the expectation of electric buses being added to the system in future years.

Education / Engagement / Enabling Conditions

Score

(4) Short term or limited positive impact

Score justification

The scheme will have a positive impact on residents and businesses as it will help them to adapt to climate change by being able to be more confident in using public transport to get to work, due to the scheme improving bus timetable reliability. Another key element of the scheme is to promote sustainable methods of transport, this can be seen by the improved toucan crossing and cycle hoops which will make Royal Parade a safer and more suitable environment for pedestrians and cyclists. There will also be efforts to show the members of the public the impact of single-use traffic and how it increases greenhouse gas emissions. It is our aim to make using the bus a more desirable option of transport and if the Council can improve the bus system whilst educating and engaging with public, we stand a bigger chance of increasing bus patronage and a change in travel behaviour in the city.