



Oversight and Governance

Chief Executive's Department

Plymouth City Council

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Delegated Decisions

Delegated Executive/Officer Decisions

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

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

Notice of call-in for non-urgent decisions must be given to the Democratic Support Unit by 4.30 pm on Wednesday 20 May 2020. Please note – urgent decisions and non-key Council Officer decisions cannot be called in. Copies of the decisions together with background reports are available for viewing as follows:

- on the Council's Intranet Site at <https://modgov/mgDelegatedDecisions.aspx>
- on the Council's website at <https://tinyurl.com/jhnax4e>

The decisions detailed below may be implemented on Thursday 21 May 2020 if they are not called-in.

Delegated Decisions

1. The Leader of the Council

- 1.a City Business Park - Computer Complex Demolition **(Pages 1 - 22)**
- 1.b Highways - Street Lighting Column and Traffic Signal Post Replacement Programme **(Pages 23 - 44)**
- 1.c Highway Maintenance Capital Investment Business Case **(Pages 45 - 70)**

2. Cabinet Member for Health and Adult Social Care

- 2.1. Urgent Decision Covid-19 - Uplift to Adult Social Care Providers **(Pages 71 - 76)**

EXECUTIVE DECISION

made by a Cabinet Member




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

Executive Decision Reference Number – L40 19/20

Decision	
1	Title of decision: City Business Park Computer Complex Demolition
2	Decision maker (Cabinet Member): Leader of Plymouth City Council, Councillor Tudor Evans
3	Report author and contact details: Dan Williams, Compliance & Contracts Team Leader, Facilities Management – 01752 308841 daniel.williams@plymouth.gov.uk
4	<p>Decision to be taken: Leader of the Council: Approves the Business Case Allocates £363,000 for the project within the Capital Programme funded by Service Borrowing Authorises the procurement process Delegates the award of the contract to Service Director for Finance</p>
5	<p>Reasons for decision: By demolishing the Computer Complex building, the risk of asbestos exposure is completely and immediately removed. Tenants have already been re-located into other PCC properties at a cost to the FM service. This will leave space for redevelopment by the Economic Development team to continue with the 'Grow Plymouth' objectives.</p>
6	<p>Alternative options considered and rejected:</p> <p>Option 1: Do Nothing</p> <p>By doing nothing the risk from asbestos exposure is retained, if not increased due to the deteriorating condition of the building.</p> <p>Option 3: Encapsulate and maintain asbestos containing materials</p> <p>Asbestos can be encapsulated at a cost of circa £433,656 however significant maintenance liabilities will be retained using up a large amount of staff resources. Significantly higher service borrowing attracting further interest.</p> <p>Option 4: Removal and reinstatement £660,606 other maintenance liabilities</p> <p>Computer Complex has a series of maintenance issues that would not be addressed by removal and reinstatement. E.G Replacement heating, fire and intruder systems. As above, there is a significantly higher service borrowing cost attracting further interest whilst leaving a dated</p>

	building to maintain.			
7	Financial implications: £363,000 Service borrowing over 10 years at 2.25% from FM Budget @ £40,941 pa			
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:
			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			
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	<p>Growing Plymouth</p> <p>Leaving opportunity for future development of the land into a new asset that can accommodate start-up businesses. Increasing economic development in the area.</p> <p>Caring Plymouth</p> <p>Removing asbestos exposure hazard in a key business park to staff and business which occupy the space.</p>		
10	Please specify any direct environmental implications of the decision (carbon impact)	Removal of asbestos will cause use of fossil fuels however ultimate an inefficient building will be demolished which gives the opportunity to repurpose the site and ensure compliance with carbon reduction commitment.		
Urgent decisions				
11	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)
12a	Reason for urgency:			
12b	Scrutiny		Date	

	Chair Signature:			
	Scrutiny Committee name:			
	Print Name:			
Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes	<input checked="" type="checkbox"/>	
		No		(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	Cllr Mark Lowry		
13c	Date Cabinet member consulted	Yes		
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	<input checked="" type="checkbox"/>	
15	Which Corporate Management Team member has been consulted?	Name	Andrew Hardingham	
		Job title	Service Director Finance	
		Date consulted	04/02/2020	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS94 19/20	
		Finance (mandatory)	pl.19.20.277	
		Legal (mandatory)	MS/10.03.20	
		Human Resources (if applicable)		
		Corporate property (if applicable)	RB/10.03.20	
		Procurement (if applicable)	HG/PS/525/BC/1219	
Appendices				
17	Ref.	Title of appendix		
	A	Demolition of Computer Complex briefing report		
	B	Equalities Impact Assessment <i>(where required)</i>		

Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes	X	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (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
18b	Computer Complex Demolition Business Case			X				
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							
Signature				Date of decision		28/04/2020		
Print Name		Cllr Tudor Evans						

COMPUTER COMPLEX DEMOLITION

Briefing Report for Executive Decision



BACKGROUND

City Business Park (CBP), Somerset Place, Plymouth, PL3 4BB currently provides business facilities for small and medium sized businesses in the City.

These facilities have been provided in two main buildings the “Computer Building” and “Enterprise House” buildings with a central link building, this link building providing predominantly PCC and Admin facilities.

SUMMARY

City Business Park (Somerset Place, PL3 4BB) comprises of three core buildings; Enterprise House, Park Link and Computer Complex which in turn each contain multiple small lettable business units.

The Computer building has an Asbestos Cement and glazed North light roof above a suspended ceiling grid with drop in ceiling tiles. During the early part of 2019 asbestos fibres were identified on the suspended ceiling tiles. Investigation determined that these were coming from the deteriorating condition of the roof. It has been confirmed that the release of asbestos fibres into the ceiling space is continuing. There is a continued high risk of contamination into the public area posing a risk to health of those using the facility.

The recommendation is to demolish the Computer Complex building in order to remove the asbestos and risk of contamination, allowing the land to be redeveloped by Economic Development.

FINANCIAL IMPLICATIONS

Project estimated costs are £330,000 plus an additional £33,000 contingency to be financed through service borrowing against the Facilities Management budget. NNDR Savings of £55,000 will be achieved which will be used to repay the capital over circa 10 years. Any future development will become NNDR exempt.

Key risks to this project are lack of capital funding resulting in the computer complex not being demolished and a continued £3,000 PCM maintenance liability. Plus spikes in costs as and when asbestos containing material becomes damaged (generally through roof leaks). The building is no longer safe to occupy, as such is no longer generating an income.

NEED FOR DECISION

Demolition will remove the Asbestos Hazard and the associated cost of managing the Risk and Maintaining the Building. Success will be removal of the Asbestos Hazard and the associated potential for expensive management and maintenance of the building. If the Computer building is not demolished the building would remain empty with an on-going loss of rental income (Economic Development, it would need to be maintained with asbestos fibres cleared and there would remain a potential for significant cost associated with an asbestos incident

RECOMMENDATIONS

It is recommended that the Leader of the Council:

- Approves the Business Case

- Allocates a maximum £363,000 for the project within the Capital Programme funded by Service Borrowing
- Authorises the procurement process
- Delegates the award of the contract to Service Director for Finance

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.

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EQUALITY IMPACT ASSESSMENT

City Business Park – Computer Complex Demolition



STAGE I: What is being assessed and by whom?	
<p>What is being assessed - including a brief description of aims and objectives?</p>	<p>City Business Park (Somerset Place, PL3 4BB) comprises of three core buildings; Enterprise House, Park Link and Computer Complex which in turn each contain multiple small lettable business units.</p> <p>The Computer building has an Asbestos Cement and glazed North light roof above a suspended ceiling grid with drop in ceiling tiles. During the early part of 2019 asbestos fibres were identified on the suspended ceiling tiles. Investigation determined that these were coming from the deteriorating condition of the roof. It has been confirmed that the release of asbestos fibres into the ceiling space is continuing. There is a continued high risk of contamination into the public area posing a risk to health of those using the facility.</p> <p>The recommendation is to demolish the Computer Complex building in order to remove the asbestos and risk of contamination, allowing the land to be redeveloped by Economic Development.</p> <p>Aims</p> <p>The aims of this Project can be summarised as: -</p> <ul style="list-style-type: none"> • To fully remove risk of exposure to asbestos fibres within the City Business Park Computer Complex building. • To leave land available for redevelopment by Economic Development
<p>Responsible Officer</p>	<p>Ralph Bint, Facilities Manager (Hard Services)</p>

Department and Service	Facilities Management, Finance
Date of Assessment	01/11/2019

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Actions	Timescale and who is responsible?
Age	The 2011 Census data % of Population is: - 0-4 years – 6% 5-9 years - 5% 10-14 - 5% 15-19 - 7% 20-24 - 10% 25-29 - 7% 30-34 - 6% 35-39 - 6% 40-44 - 7% 45-49 - 7% 50-54 - 6% 55-59 - 5% 60-64 - 6% 65-69 - 5% 70-74 - 4% 75-79 - 3% 80-84 - 2% 85+ - 3%	No adverse impacts are anticipated.	There are no specific actions necessary for the project based upon the age profile of our customers. The demolition will remove the H&S risk associated with Asbestos exposure to staff.	Ralph Bint Facilities Manager November 2019 through end March 2020

Disability	<p>30,000 people in Plymouth will have some form of Mental Health issue.</p> <p>0.8% (2118) of those registered with a GP are listed on the mental health register.</p> <p>A total of 31,164 people declared themselves as having a long-term health problem or disability in the 2011 Census.</p> <p>1,224 adults currently registered with a GP in Plymouth have some form of a Learning Disability.</p>	No adverse impacts are anticipated.	Monitor and review as necessary and appropriate	<p>Ralph Bint Facilities Manager November 2019 through end March 2020</p>
Faith, Religion or Belief	<p>Data shows that 32.9% of the Plymouth population stated they had no religion.</p> <p>Hindu, Buddhist, Jewish and Sikh combined totalled less than 1%.</p> <p>0.5% of the population had a current religion that was not Christian, Islam, Buddhism, Hinduism, Judaism, or Sikh such as Paganism or Spiritualism.</p>	No adverse impacts are anticipated.	Monitor and review as necessary and appropriate	<p>Ralph Bint Facilities Manager November 2019 through end March 2020</p>
Gender - including marriage, pregnancy and maternity	Citywide data shows that overall 50.6% of our population are women; this reflects the national figure of 50.8%.	No adverse impacts are anticipated.	Monitor and review as necessary and appropriate	<p>Ralph Bint Facilities Manager November 2019 through end March 2020</p>
Gender Reassignment	National figures (ONS 2013) indicate that up to 10,000 people	No adverse impacts are anticipated.	Monitor and review as necessary and appropriate	Ralph Bint

	have gone through this process, with 23 known cases in Plymouth.			Facilities Manager November 2019 through end March 2020
Race	<p>92.9% of Plymouth's population is White British</p> <p>7.1% are Black and Minority Ethnic (BME) with White Other (2.7%), Chinese (0.5%) and Other Asian (0.5%) the most common.</p> <p>The Council has 4.1% BME employees across its workforce.</p> <p>We have a rapidly rising BME population which has doubled since the 2001 census</p>	No adverse impacts are anticipated.	Monitor and review as necessary and appropriate	Ralph Bint Facilities Manager November 2019 through end March 2020
Sexual Orientation -including Civil Partnership	<p>There is no precise local data on numbers of Lesbian, Gay and Bisexual (LGB) people in Plymouth, but it is nationally estimated at between 5 – 7%. This would mean that approx. 12,500 people aged over 16 in Plymouth are LGB.</p>	No adverse impacts anticipated.	Monitor and review as necessary and appropriate	Ralph Bint Facilities Manager November 2019 through end March 2020

STAGE 3: Are there any implications for the following? If so, please record 'Actions' to be taken		
Local Priorities	Implications	Timescale and who is responsible?
Reduce the inequality gap, particularly in health between communities.	Not at this stage	
Good relations between different communities (community cohesion).	Not at this stage	
Human Rights	Not at this stage	

STAGE 4: The Principles of Fairness	
Principles	Comment
People should be able to access opportunity whatever their circumstances	The project will allow the land to be re-developed into a more sustainable and accessible business park unit.
The city should give priority to those in greatest need when it allocates resources	This project will remove a significant H&S risk currently posed to any users of the building.
Things that make the biggest difference to people's lives should get priority when deciding where resources go	This project will remove a significant H&S risk currently posed to any users of the building.
Unfairness which takes time to remove needs policies for the long term	The project is based upon engagement with staff in the business park to address any issues of unfairness.
Preventing inequalities is more effective than trying to eliminate them	We will consistently work to ensure our policies and practice deliver services that comply with Equality Act and Human Rights Act
Services should be provided 'with' people, not 'for' them	The works proposed at City Business Park has been in full consultation with on-site staff.

<p>The needs of future and current generations should be balanced when making decisions.</p>	<p>The demolition of the Computer Complex building allows the residual land to be redeveloped into a more sustainable business centre for the future (Economic Development working up BC)</p>
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<p>STAGE 5: Publication</p>			
<p>Director, Assistant Director/Head of Service approving EIA.</p>	<p>Andrew Hardingham Head of Business Improvement, Place Directorate</p>	<p>Date</p>	

EXECUTIVE DECISIONmade by a **Cabinet Member****REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER**

Executive Decision Reference Number – L41 19/20

Decision	
1	Title of decision: Highways - Street Lighting Column and Traffic Signal Post Replacement Programme
2	Decision maker (Cabinet member name and portfolio title): Tudor Evans OBE, Leader of the Council
3	Report author and contact details: Adrian Trim Adrian.Trim@plymouth.gov.uk
4	Decision to be taken: <ul style="list-style-type: none"> • Approval of the presented Business Case • Allocation of £8,806,874 capital for the project into the Capital Programme to be funded by Corporate Borrowing
5	Reasons for decision: To facilitate the replacement of circa. 11,500 dangerous column structures on HMPE across all areas of Plymouth City Council
6	Alternative options considered and rejected: <ol style="list-style-type: none"> 1. No further investment – this was deemed to present too high a risk in financial, political and safety terms
7	Financial implications: <ul style="list-style-type: none"> • £8,806,874 capital to be funded by Corporate Borrowing over a period of 5 years • Year 1 = £1,058,815 Year 2 = £1,858,579 Year 3 = £1,909,836 Year 4 = £1,962,631 Year 5 = £2,017,010

8	<p>Is the decision a Key Decision? (please contact Democratic Support for further advice)</p>	Yes	No	<p>Per the Constitution, a key decision is one which:</p>
		X		<p>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</p>
			X	<p>in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million</p>
			X	<p>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>
	<p>If yes, date of publication of the notice in the <u>Forward Plan of Key Decisions</u></p>	05/02/2020		
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>This project supports:</p> <ul style="list-style-type: none"> • An Efficient Transport Network • Focus on Prevention and Early Intervention • A Welcoming City • This project also supports the following policies in the Joint local Plan: • SO12 - Delivering infrastructure and investment by allowing for a longer term data led programme of infrastructure investment and acting upon our HIAMP risk based intervention programme • SPT9 - Strategic principles for transport planning and strategy by supporting the existing transport network to support the move to genuine alternative ways to travel. – protects routes used by sustainable transportation, walking and re-engineering existing asset group 		
10	<p>Please specify any direct environmental implications of the decision (carbon impact)</p>	<p>As the installation will be reviewed on an engineering platform, reviewing the need, layout and classification, a decrease of energy and CO² emissions will be enjoyed but not as yet a calculable outcome.</p>		
Urgent decisions				
11	<p>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</p>	Yes		<p>(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)</p>
		No	X	<p>(If no, go to section 13a)</p>

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?	Yes	X
		No	(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	Cllr Mark Coker	
13c	Date Cabinet member consulted	25-02-2020	
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	Anthony Payne
		Job title	Strategic Director for Place
		Date consulted	18-2-2020
Sign-off			
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS97 19/20
		Finance (mandatory)	pl.19.20.262.
		Legal (mandatory)	LS/34401/J/P/060320
		Human Resources (if applicable)	
		Corporate property (if applicable)	
		Procurement (if applicable)	
Appendices			
17	Ref.	Title of appendix	
	A	Highways - Street Lighting Column and Traffic Signal Post Replacement Programme	

	Briefing Report							
B	EIA - Highways - Street Lighting Column and Traffic Signal Post Replacement Programme							
Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes	x	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (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
18b	Confidential/exempt briefing report title: Business Case			x				
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							
Signature		Tudor Evans		Date of decision		18/3/2020		
Print Name		TUDOR EVANS						

STREET LIGHTING INVESTMENT DECISION – BRIEFING NOTE



The Street Lighting asset count in Plymouth City is circa. 28,500 units with a wide variety of manufacturer type, height and age, many of which are subject to a Highways England safety notice that has effected columns across the country, this safety issue has been exacerbated by the age profile (design life is set at 25/30 years), increase movement due to high winds and 3rd party loadings on many columns (Traffic light arrangements and signage)

We have been pro-active in the identification and removal of these columns as far as reasonably practicable.

As part of our risk based approach, 2019/2020 saw the introduction of a structural integrity review, which temporarily replaced the standard maintenance activity. We have visited all 28,500 lighting columns to date and recorded the visual structural condition feedback. There are 11700 columns and 118 Traffic Signal Posts in need of replacement and this requires a capital injection of £8,806,874 over a 5 year period.

It is important to communicate that any replacements will receive an engineering assessment of the layout, reflection of need and classification of the highway.

In addition, we are also working with providers of the proposed 5G initiative. We will be working with the mobile service providers to sell platform space from the street lighting column positions.

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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.

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EQUALITY IMPACT ASSESSMENT

Highways, Parking and Marine Services



STAGE 1: WHAT IS BEING ASSESSED AND BY WHOM?

What is being assessed - including a brief description of aims and objectives?	Executive decision to approve the Provision of Capital Investment for the replacement of deteriorated street lighting columns.
Author	Philip Bellamy
Department and service	Street Services – Plymouth Highways
Date of assessment	21/02/2020

STAGE 2: EVIDENCE AND IMPACT

Protected characteristics (Equality Act)	Evidence and information (eg data and feedback)	Any adverse impact See guidance on how to make judgement	Actions	Timescale and who is responsible
Age	None	None	N/A	N/A
Disability	None	None	N/A	N/A
Faith/religion or belief	None	None	N/A	N/A
Gender - including marriage, pregnancy and maternity	None	None	N/A	N/A
Gender reassignment	None	None	N/A	N/A
Race	None	None	N/A	N/A
Sexual orientation - including civil partnership	None	None	N/A	N/A

STAGE 3: ARE THERE ANY IMPLICATIONS FOR THE FOLLOWING? IF SO, PLEASE RECORD ACTIONS TO BE TAKEN

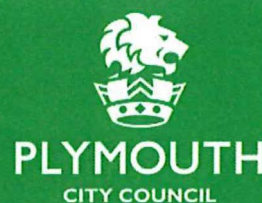
Local priorities	Implications	Timescale and who is responsible
Reduce the inequality gap, particularly in health between communities.	Provision of capital funding provides for a consistent approach to the maintenance of Highways Assets across the city. The asset management approach will ensure that we are taking a data led approach to planning works.	Ongoing Plymouth Highways
Good relations between different communities (community cohesion)	No adverse impact on community cohesion is anticipated.	Ongoing Plymouth Highways
Human rights Please refer to guidance	This service recognises Article 14 of Human Rights Act – The right to receive Equal Treatment and prohibits discrimination including sex, race, religion and economic and social status in conjunction with the Equalities Act which includes age and disability. All staff and service users will be treated fairly and that their human rights will be respected. No adverse impact on human rights has been identified.	Ongoing Plymouth Highways
Principles of fairness Please refer to guidance	The highway infrastructure is used daily by the majority of the travelling public for commuting, business, social and leisure activities and is fundamental to the economic, social and environmental wellbeing of local communities, and the city as a whole. Objective and transparent evaluation criteria are embedded in the decision making for where in the City highway interventions are required.	Ongoing Plymouth Highways

STAGE 4: PUBLICATION

Responsible Officer

Date


Director, Assistant Director or Head of Service

EXECUTIVE DECISION**made by a Cabinet Member****REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER****Executive Decision Reference Number – L42 19/20**

Decision	
1	Title of decision: HIGHWAY MAINTENANCE CAPITAL INVESTMENT BUSINESS CASE
2	Decision maker (Cabinet member name and portfolio title): Councillor Evans OBE, Leader of the Council
3	Report author and contact details: Adrian Trim, Head of Plymouth Highways Adrian.Trim@plymouth.gov.uk
4	Decision to be taken: <ul style="list-style-type: none"> • Approval of the presented Business Case • Allocation of £11,400,000 for the project into the Capital Programme to be funded by Corporate Borrowing • Allocation of £7,143,000 assumed Department for Transport Funding for the years 2020/21, 2021/22 & 2022/23 <ul style="list-style-type: none"> ○ Highway Maintenance £1,871,000 ○ Pothole Action Fund £117,000 ○ Incentive Fund £393,000
5	Reasons for decision: To facilitate the ongoing maintenance of the Highways Asset.
6	Alternative options considered and rejected: <ol style="list-style-type: none"> 1. No further investment – this was deemed to present too high a risk in financial, political and safety terms 2. Full Asset renewal – this was seen as cost prohibitive as estimated to be in excess of hundreds of millions. For steady state option, it was estimated that in excess of £160m.

7	<p>Financial implications:</p> <ul style="list-style-type: none"> £11,400,000 to be funded by Corporate Borrowing Allocation of £7,143,000 assumed Department for Transport Funding for the years 2020/21, 2021/22 & 2022/23 																				
8	<table border="1"> <thead> <tr> <th data-bbox="220 465 751 562">Is the decision a Key Decision? (please contact <u>Democratic Support</u> for further advice)</th> <th data-bbox="751 465 847 562">Yes</th> <th data-bbox="847 465 959 562">No</th> <th data-bbox="959 465 1490 562">Per the Constitution, a key decision is one which:</th> </tr> </thead> <tbody> <tr> <td data-bbox="220 562 751 730"></td> <td data-bbox="751 562 847 730">X</td> <td data-bbox="847 562 959 730"></td> <td data-bbox="959 562 1490 730">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</td> </tr> <tr> <td data-bbox="220 730 751 875"></td> <td data-bbox="751 730 847 875"></td> <td data-bbox="847 730 959 875">X</td> <td data-bbox="959 730 1490 875">in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million</td> </tr> <tr> <td data-bbox="220 875 751 1021"></td> <td data-bbox="751 875 847 1021"></td> <td data-bbox="847 875 959 1021">X</td> <td data-bbox="959 875 1490 1021">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.</td> </tr> <tr> <td data-bbox="220 1021 751 1149">If yes, date of publication of the notice in the <u>Forward Plan of Key Decisions</u></td> <td colspan="3" data-bbox="751 1021 1490 1149">05/02/2020</td> </tr> </tbody> </table>	Is the decision a Key Decision? (please contact <u>Democratic Support</u> for further advice)	Yes	No	Per the Constitution, a key decision is one which:		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 <u>Forward Plan of Key Decisions</u>	05/02/2020		
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	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 <u>Forward Plan of Key Decisions</u>	05/02/2020																				
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>This project supports:</p> <ul style="list-style-type: none"> An Efficient Transport Network Focus on Prevention and Early Intervention A Welcoming City SO12 - Delivering infrastructure and investment by allowing for a longer term data led programme of infrastructure investment SPT9 - Strategic principles for transport planning and strategy by supporting the existing transport network to support the move to genuine alternative ways to travel. 																			
10	<p>Please specify any direct environmental implications of the decision (carbon impact)</p>	<p>This project will support the transition and uptake of more sustainable forms of transport such as public transport, walking and cycling.</p> <p>Opportunity to reengineer existing asset layout to reduce energy consumption and CO2 emissions. Exploration of new and innovative surface treatments which will reduce carbon impact significantly compared to traditional methods. Localised recycling within the city of waste materials such as grey water and surface planings will reduce the energy required in the production chain compared to the construction of new materials and therefore have a lower</p>																			

		carbon footprint.	
Urgent decisions			
11	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)
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?	Yes	X
		No	(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	Cllr Mark Coker	
13c	Date Cabinet member consulted	25-02-2020	
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	Anthony Payne
		Job title	Strategic Director for Place
		Date consulted	18-2-2020
Sign-off			
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS98 19/20
		Finance (mandatory)	pl19.20.261.
		Legal (mandatory)	LS/34397/J/P/060320
		Human Resources (if applicable)	
		Corporate property (if applicable)	
		Procurement (if applicable)	

Appendices									
17	Ref.	Title of appendix							
	A	Highway Maintenance Capital Investment Briefing Paper							
	B	EIA Highways Capital Business Case							
Confidential/exempt information									
18a	Do you need to include any confidential/exempt information?		Yes	x	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (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
18b	Confidential/exempt briefing report title: Highways Capital Business Case				x				
Background Papers									
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.								
Title of background paper(s)			Exemption Paragraph Number						
			1	2	3	4	5	6	7
Cabinet Member Signature									
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.								
Signature				Date of decision		18/3/2020			
Print Name		TUDOR EVANS							

HIGHWAYS CAPITAL INVESTMENT DECISION BRIEFING NOTE



The highway network is the Council's largest capital asset with an estimated replacement cost of £1.6 billion requires regular ongoing maintenance and renewal in order to be kept in a safe and serviceable condition for the travelling public.

With revenue budgets at an historic low for the Council it is essential that Capital Funding is invested to build resilience into this critical infrastructure. The introduction of an Asset Management approach to highway maintenance in Plymouth has enabled the modelling of long-term maintenance strategies, aimed at achieving a number of outcomes:

- Maintaining and improving the condition of the public highway;
- Reinstating the structural integrity of roads
- Improving highway drainage and keeping water off the highway
- Supporting economic growth in the city by improving our transport network and reputation for quality of roads
- Continuing the drive away from a reactive service towards a planned and efficient service

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

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

Document is Restricted

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EQUALITY IMPACT ASSESSMENT

Highways, Parking and Marine Services



STAGE 1: WHAT IS BEING ASSESSED AND BY WHOM?

What is being assessed - including a brief description of aims and objectives?	Executive decision to approve the Provision of Capital Investment for Highways Maintenance.
Author	Chris Legassick
Department and service	Street Services – Plymouth Highways
Date of assessment	19/02/2020

STAGE 2: EVIDENCE AND IMPACT

Protected characteristics (Equality Act)	Evidence and information (eg data and feedback)	Any adverse impact <small>See guidance on how to make judgement</small>	Actions	Timescale and who is responsible
Age	None	None	N/A	N/A
Disability	None	None	N/A	N/A
Faith/religion or belief	None	None	N/A	N/A
Gender - including marriage, pregnancy and maternity	None	None	N/A	N/A
Gender reassignment	None	None	N/A	N/A
Race	None	None	N/A	N/A
Sexual orientation - including civil partnership	None	None	N/A	N/A

STAGE 3: ARE THERE ANY IMPLICATIONS FOR THE FOLLOWING? IF SO, PLEASE RECORD ACTIONS TO BE TAKEN

Local priorities	Implications	Timescale and who is responsible
<p>Reduce the inequality gap, particularly in health between communities.</p>	<p>Provision of capital funding allows provides for a consistent approach to the maintenance of Highways Assets across the city. The asset management approach will ensure that we are taking a data led approach to planning works.</p>	<p>Ongoing Plymouth Highways</p>
<p>Good relations between different communities (community cohesion)</p>	<p>No adverse impact on community cohesion is anticipated.</p>	<p>Ongoing Plymouth Highways</p>
<p>Human rights Please refer to guidance</p>	<p>This service recognises Article 14 of Human Rights Act – The right to receive Equal Treatment and prohibits discrimination including sex, race, religion and economic and social status in conjunction with the Equalities Act which includes age and disability.</p> <p>All staff and service users will be treated fairly and that their human rights will be respected.</p> <p>No adverse impact on human rights has been identified.</p>	<p>Ongoing Plymouth Highways</p>
<p>Principles of fairness Please refer to guidance</p>	<p>The highway infrastructure is used daily by the majority of the travelling public for commuting, business, social and leisure activities and is fundamental to the economic, social and environmental wellbeing of local communities, and the city as a whole.</p> <p>Objective and transparent evaluation criteria are embedded in the decision making for where in the City highway interventions are required.</p>	<p>Ongoing Plymouth Highways</p>

STAGE 4: PUBLICATION

Responsible Officer 

Date 4/3/20

Director, Assistant Director or Head of Service

EXECUTIVE DECISION

made by a Cabinet Member




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

Executive Decision Reference Number – HASC01 20/21

Decision				
1	Title of decision: COVID 19- Uplift to Adult Social Care Providers			
2	Decision maker (Cabinet member name and portfolio title): Councillor Kate Taylor, Health and Adult Social Care			
3	Report author and contact details: Emma Crowther, Strategic Commissioning Manager emma.crowther@plymouth.gov.uk			
4	Decision to be taken: To award a 5% uplift to Domiciliary Care, Supported Living, Residential and Nursing and Extra Care Providers for an initial period of three months to meet the additional costs of COVID-19.			
5	Reasons for decision: To meet the additional costs brought about by the COVID-19 Pandemic. These costs include additional staffing costs and increased Personal Protection Equipment use.			
6	Alternative options considered and rejected: Not to award additional funds. There are legitimate costs brought about from responding to the COVID 19 outbreak, which if not met could lead to providers encountering financial difficulties. This has the potential to impact on front line care delivery, both now and in the period of recovery from COVID 19. The government has also issued additional funding to Local Authorities to meet the costs of COVID 19 and whilst not ring-fenced, have made clear a significant proportion should be directed to Adult social Care to ensure that the provision of services for vulnerable adults is safeguarded.			
7	Financial implications: £0.831m to be met from the Government COVID 19 Grant.			
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	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
			x	
			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
				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 <u>Forward Plan of Key Decisions</u>	N/A		
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	This decision links to the Corporate Plan through supporting the delivery of a Caring Council and the protection of vulnerable adults.		
10	Please specify any direct environmental implications of the decision (carbon impact)	There are no direct environmental implications of the decision. An indirect impact is in supporting local business and ensuring that local people are employed, reducing the carbon impact of bringing additional staff from outside the city into Plymouth.		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes	x	(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No		(If no, go to section 13a)
12a	Reason for urgency:	To meet the urgent costs of the COVID 19 crisis on the Adult Social Care Market. Ensuring the local authority continues to meet its statutory obligations to provide care and support for vulnerable adults.		
12b	Scrutiny Chair Signature:	Agreed by email	Date	13 May 2020
	Scrutiny Committee name:	Health and Adult Social Care Overview and Scrutiny Committee		
	Print Name:	Councillor Mrs Mary Aspinall		
Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	x	(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?			

I3c	Date Cabinet member consulted								
I4	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer					
		No	NO						
I5	Which Corporate Management Team member has been consulted?	Name		Craig McArdle					
		Job title		Strategic Director for People					
		Date consulted		07 May 2020					
Sign-off									
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)			DS05 20/21				
		Finance (mandatory)			djn.20.21.14				
		Legal (mandatory)			lt/43672/3004				
		Human Resources (if applicable)			N/A				
		Corporate property (if applicable)			N/A				
		Procurement (if applicable)			N/A				
Appendices									
I7	Ref.	Title of appendix							
	A	Briefing report for publication (<i>mandatory</i>) COVID 19- Uplift to Adult Social Care Providers							
Confidential/exempt information									
I8a	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 I8b 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	
I8b	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 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	13 May 2020					
Print Name	Cllr Kate Taylor									

APPENDIX A - COVID 19- Uplift to Adult Social Care Providers

1. BACKGROUND

The provision of care and support for vulnerable adults is a statutory requirement for Plymouth City Council. This includes the provision, where assessed as needed, of the following:

- Residential and nursing care
- Domiciliary care
- Extra Care housing
- Supported Living
- Day provision

The adult social care provider market has and continues to experience fragility, with a number of prominent provider failures over the last couple of years. One of these led to the Council needing to establish the Independence at Home service to ensure that critical support continued to be provided. There are ongoing challenges to the recruitment and retention of staff in the care sector and in ensuring that the quality of provision remains high.

2. IMPACT OF COVID

The COVID 19 outbreak has placed additional strain on adult social care providers in ensuring that staff are able and willing to continue to work in a challenging environment, managing staff absence and in securing additional PPE. Other costs have risen, such as some types of food where supply is scarce.

Adult Social Care is critically important to ensuring that vulnerable adults are safely cared for, both to prevent unnecessary hospital admission and to support discharge from acute settings. This reduces the strain on the acute health system, a key priority during COVID.

There is also a need to ensure that the sector is able to continue operating safely once the current crisis is over, and able to adapt and innovate to provide new models of integrated care and support.

3. PROPOSAL

Funding is available from central government to support local authorities to continue to provide critical services during COVID 19. Whilst not ring-fenced, it has been made clear that a significant proportion of this funding should be directed to Adult social Care to ensure that the provision of services for vulnerable adults is safeguarded.

It is proposed to provide a 5% uplift in fees to the following service areas for an initial period of three months:

- Residential and nursing care
- Domiciliary care
- Extra Care housing
- Supported Living
- Shared Lives

Day provision is excluded from this as the services are not currently being provided in their usual form, to reduce the risk of COVID transmission.

In addition providers will also be guaranteed a minimum payment each week that is linked to either their contracted amounts, for Supported Living, or the payment made to providers for the week 8th March 2020, uplifted for 2020/21 rates. Therefore, if, by no fault of their own, their clients either don't want a service or they have fewer clients, providers will know that they will receive a certain payment each week. This is essential to maintain provider sustainability during an uncertain period.

These approaches mirror advice being provided by Association Directors of Adult Social Services (ADASS) and the Local Government Association that outlines providers are faced with additional pressures and some of the government grant should be utilized to meet these. This guidance indicated that costs would vary depending on local circumstances. As such we will continue to review this situation and have notified providers that should they be experiencing financial difficulties then we consider on a case by case basis.

4. FINANCIAL IMPACT

The financial impact of these proposals is set out below.

Provision	Impact of 5% uplift for 3 months	Forecast of Minimum Payments	Total Impact
Residential and nursing care	£0.458m	£0.000m	£0.458m
Domiciliary care / Extra Care Housing	£0.169m	£0.383m	£0.552m
Supported Living	£0.220m	£0.302m	£0.522m
Shared Lives	£0.002m	£0.000m	£0.002m
Total cost	£0.849m	£0.685m	£1.534m

It is therefore proposed to apply a 5% uplift for a period of three months and to ensure that providers received a minimum guaranteed payment for the same period, to then be reviewed if the COVID 19 emergency is still in place.

END OF REPORT