



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 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 9 September 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 10 September 2020 if they are not called-in.

Delegated Decisions

I. The Leader of the Council:

Ia. Mayflower 400 Capital Programme

(Pages 1 - 20)

EXECUTIVE DECISION

Made by a Cabinet Member

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


Executive Decision Reference Number – L13 20/21

Decision			
1	Title of decision: Mayflower 400 Capital Programme		
2	Decision maker (Cabinet member name and portfolio title): Councillor Tudor Evans OBE (Leader of the Council)		
3	Report author and contact details: Catherine Arthurs 01752 305440 catherine.arthurs@plymouth.gov.uk		
4	Decision to be taken: It is recommended that the Leader of the Council: Approves the introduction of two additional elements into the Mayflower 400 Capital budget which are monument lighting (£120,000) and memorial interpretation (£15,000) funded from the existing trails/monument/public realm capital allocation. Approve the virement of £776,296 from the trails/monument/public realm capital allocation trails to the Elizabethan House project.		
5	Reasons for decision: To allow the funding to be directed where it is most needed to meet the programme objectives.		
6	Alternative options considered and rejected: Do nothing and keep to the original cost plan set out in the December 2018 decision – This would not allow the key programme priorities to be met and spend to be directed where it is most needed.		
7	Financial implications: There are no additional capital requirements as a result of this decision. Adding into the programme the monument lighting and memorial interpretation will reduce budget pressures on the capital programme.		
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	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 £1 million
		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	
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>Mayflower 400 will continue to realise significant benefits to the city's economy and contribute to the post covid resurgence. Investment in Plymouth's heritage is key to the realisation of these economic benefits, in order to create a visitor offer that draws in additional tourists and shows the city in the best possible light, exploiting the international attention attached to the Mayflower 400 commemorations. Mayflower 400 will showcase the city internationally, which will raise its profile as an attractive place to live, visit, and invest. This is an opportunity to position the City the heart of an internationally significant commemoration.</p> <p>Caring Plymouth</p>	

		<p>The Mayflower Programme will put citizens at the heart of decision making, providing meaningful opportunities for residents to inform decisions about how resources are allocated, for example in the relation to public realm improvements. Citizens are also being mobilized to shape the commemorations through a wide reaching engagement programme, promoting social inclusion and personal development by enabling community events, cultural activities and creating volunteering opportunities. The programme will reduce social inequality by generating additional employment opportunities and targeting resources in traditionally excluded communities ensuring that the Mayflower commemoration involves the city as a whole. Health inequality and accessibility is being addressed through investment made in public spaces, encouraging residents to engage in healthy leisure activities such as walking and leaving a legacy of well-being. These projects will invest in Plymouth's historic buildings, iconic waterfront and public realm. They will provide a sustainable use for the Elizabethan House removing it from the 'buildings at risk' register and providing a recreational, educational and valuable resource for our local communities giving them pride and sense of place.</p>		
10	Please specify any direct environmental implications of the decision (carbon impact)	There are no carbon impacts arising from this decision.		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?			(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No		(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
Consultation				
13a		Yes		

	Are any other Cabinet members' portfolios affected by the decision?			(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Peter Smith (Deputy Leader)		
13c	Date Cabinet member consulted	16 th July 2020		
14	Has any Cabinet member declared a conflict of interest in relation to the decision?			If yes, please discuss with the Monitoring Officer
		No		
15	Which Corporate Management Team member has been consulted?	Name	Anthony Payne	
		Job title	Strategic Director for Place	
		Date consulted	11.08.2020	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS25 20/21	
		Finance (mandatory)	PL.20.21.57	
		Legal (mandatory)	LS/35094/JP/040 820	
		Human Resources (if applicable)	N/A	
		Corporate property (if applicable)	N/A	
		Procurement (if applicable)	N/A	
Appendices				
17	Ref.	Title of appendix		
	A	Executive Decision Briefing note		
	B	Equalities Impact Assessment		
Confidential/exempt information				
18a	Do you need to include any confidential/exempt information?			If yes, prepare a second, confidential ('Part II') briefing report and 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 in 18b below.
		No		(Keep as much information as possible in the briefing report that will be in the public domain)

		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title: N/A							
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 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Business Case				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 and those who do not. For further details please see the EIA attached.							
Signature				Date of decision	26 August 2020			
Print Name	Councillor Tudor Evans, OBE							

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**MAYFLOWER 400 CAPITAL PROGRAMME
EXECUTIVE DECISION BRIEFING NOTE**



INTRODUCTION

In December 2018 an Executive Decision was signed by the Leader approving the draw-down of the final instalment of the £5m Mayflower 400 Capital Programme.

The approved programme provided for the following:

	Approved Budget (Exec Decision Dec 2018)			
	Est. Total Project Costs	M400 Capital	External Funding	
			Secured	Unsecured
Trails, Public Art and Public Realm	£3,765,550	£3,190,000	£75,550	£500,000
Elizabethan House/ IT System	£2,552,355	£1,610,000	£202,200	£740,155
Waterfront Infrastructure	£200,000	£200,000	NIL	NIL
			£277,750	£1,240,155
Total	£6,517,905	£5,000,000	£1,517,905	

The original funding package proposed £1.518m of external funding for capital works to supplement the £5m Plymouth Coty Council capital allocation. 13 separate external funding bids were submitted and 11 were successful leveraging in over £445k. As this is short of the original external funding target, the total cost of the package of works has also been reduced.

	Expected Final Budget			
	Est. Total Project Costs	PCC		Secured External Funding
		M400 Capital	Other Complementary	
Trails and interpretation, public realm, public art and lighting	£2,872,000	£2,413,703	£288,065	£170,232
Elizabethan House/IT System	£2,662,786	£2,386,297	NIL	£276,489
Waterfront Event Infrastructure	£200,000	£200,000	NIL	NIL
Total	£5,734,786	£5,000,000	£288,065	£446,721

To respond to the reduction in anticipated external funding there is now a need to vire £776,297 from the Trails and Public Realm work package to the Elizabethan House primarily because a £513,900 stage 2 funding application to the Heritage Lottery Fund was

unsuccessful but also because of additional unforeseen costs in this complex heritage project.

The trails, public realm and artwork part of the project has been refocused to respond to the reduced funding available and also to new priorities for monument lighting (£120k) and monument interpretation (£15k) which link closely to the trails and public realm projects

Additional PCC funding of £288,065 towards complementary conservation works at West Pier and West Hoe Pier have added to the total funding package which presently stands at £5,734,786.

On completion, the current Mayflower Capital Programme will have delivered:

- A refurbished Elizabethan House, which is no longer on the national Heritage at Risk Register. The house will be launched as a new visitor attraction to complement the offering in The Box and will have sustainable business plan to ensure its conservation into the future.
- A digital trails app containing three walking trails to commemorate the Mayflower anniversary and two partner trails – the App is capable of being expanded to include more trails to be a comprehensive City Trail resource. Childrens trail worksheets will engage even the youngest audience
- Two high quality bronze physical walking trails around the Barbican and Hoe which are accessible to all
- A primary schools resource to complement the trails
- Community involvement with the trails development and promotion and Elizabethan House content research
- Enhanced interpretation of the city heritage through additional commemorative plaques
- A world class artwork at West Hoe Pier as part of The Box's contemporary art offer. This will drive visitor numbers to the city and encourage footfall along the whole of the seafront to ensure that all businesses benefit from increasing visitor numbers
- A Hoe and Barbican public address system to ensure that events can be delivered even more safely and also with more event information for attendees.

RECOMMENDED DECISION

It is recommended that the Leader of the Council:

- **Approves the introduction of two additional elements into the Mayflower 400 Capital budget which are monument lighting (£120,000) and memorial interpretation (£15,000) funded from the existing trails/monument/public realm capital allocation.**
- **Approve the virement of £776,296 from the trails/monument/public realm capital allocation trails to the Elizabethan House project.**

EQUALITY IMPACT ASSESSMENT

Mayflower 400 Capital Projects



STAGE I: WHAT IS BEING ASSESSED AND BY WHOM?

What is being assessed - including a brief description of aims and objectives?

Mayflower 400 is a far reaching programme of activities and investment on a transformational scale, and acts as a platform for an international commemoration of the remarkable relationship between our nations which began with the Pilgrims journey and the Mayflower in 1620.

The Mayflower programme of works includes an education strand which aspires to every child knowing the story of the Mayflower. The capital works will support the education programme by providing an engaging outdoor learning environment which runs alongside curriculum materials developed for the City's primary schools. Education packs have been produced by the Mayflower Trails Education Officer and will be available to all City primary schools and will be offered to groups for their use e.g. Plymouth Scouts.

Mayflower 400 comprises the following capital projects:

Mayflower Heritage Trails and Public Realm Programme (trails, public realm, monument, lighting and public art). The three historic trails will provide an opportunity for walking which will benefit health.

Refurbishment of Elizabethan House

Water Event Infrastructure – Public Address System

This EIA is being completed for the following decision:

That the Leader of the Council:

- Approves the introduction of two additional elements into the Mayflower 400 Capital budget which are monument lighting (£120,000) and memorial interpretation (£15,000) funded from the existing trails/monument/public realm capital allocation.
- Approve the virement of £776,296 from the trails/monument/public realm capital allocation trails to the Elizabethan House project.

Author

Catherine Arthurs, Strategic Projects Team Leader

Department and service	Strategic Projects Team, Finance
Date of assessment	11/08/20

STAGE 2: EVIDENCE AND IMPACT

Protected characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact See guidance on how to make judgement	Actions	Timescale and who is responsible
Age	<p>The ONS mid-year population estimates from 2019 are as follows:</p> <ul style="list-style-type: none"> • 18 per cent of the population are aged 15 and under • 63.7 per cent of the population are aged 16-64 • 18.2 per cent are aged over 65 • 2.4 per cent of the population are aged 85 or older One in three people in our community is aged over 50. Volunteering opportunities have been cited as a key priority for older people. Mayflower 400 incorporates an extensive volunteer programme with a range of activities suitable for all interests. <p>The volunteer programme has already targeted many older volunteers who have assisted</p>	<p>The volunteer programme is now being revised in view of Covid-19 restrictions and will now have a digital emphasis. The move to digital delivery may exclude older people who statistically are less likely to have access to digital technology.</p> <p>The main trail route is not fully accessible in all places which may exclude some people from accessing the trail.</p> <p>The trail routes have been carefully chosen to be accessible and access improvements have been undertaken after consultation with PADAN including installation of dropped kerbs, extra seating and alternative routes where it is not possible for the main route to be fully accessible.</p> <p>Where possible the design of the physical works and interpretation consider the needs of disabled people and refer to the Historic England Guidance.</p>	<p>Continue to ensure that the programme is accessible as possible given the move to online programme delivery.</p>	<p>Mayflower Trails Engagement Officer, September 2020</p>

	<p>with consultation and research activities.</p>	<p>With this in mind we feel that reasonable and appropriate mitigations are in place. We do not believe that the actions taken are discriminatory.</p>		
<p>Disability</p>	<p>According to the 2011 Census, 10 per cent of Plymouth residents reported having a long-term health problem or disability that limits their day-to-day activities a lot and has lasted, or is expected to last, at least 12 months. The England average was 8.3 per cent.</p> <p>In 2015/16 the rate of children with learning disabilities known to Plymouth schools was 28 per 1,000 pupils; a value lower than the England average (33.9 per 1,000).</p>	<p>People with physical disabilities will be unable to access all of the Mayflower 400 buildings.</p> <p>For example, the Elizabethan House is not fully accessible due to access restrictions inherent in the design of the 400 year old house (steps and narrow corridors).</p> <p>Where reasonable and proportionate particularly given the listed status of the historic houses and conservation area locations, the capital projects will be accessible. New interpretation will reflect the specific needs of the various disability groups.</p> <p>Where possible the design of the physical works and interpretation consider the needs of disabled people and refer to the Historic England Guidance.</p> <p>The trail routes have been carefully chosen to be accessible and access improvements have been undertaken after consultation with PADAN including installation of dropped kerbs, extra seating and alternative routes where it is not</p>	<p>Previously, we have provided for occasional wheelchair access into the garden for the Elizabethan House. Include information on how this is implemented.</p> <p>The trail routes are available digitally for people who are not able to physically walk the trail and this includes spoken word and large print to aid accessibility.</p>	<p>Mayflower Trails Engagement Officer and Elizabethan House Content Manager, September 2020</p>

		<p>possible for the main route to be fully accessible</p> <p>With this is mind we feel that reasonable and appropriate mitigations are in place. We do not believe that the actions taken are discriminatory.</p>		
<p>Faith/religion or belief</p>	<p>According to the 2011 census: Christianity is the biggest faith in the city with more than 58 per cent of the population (148,917 people).</p> <p>32.9 per cent (84,326) of the Plymouth population stated they had no religion.</p> <p>Those with a Hindu, Buddhist, Jewish or Sikh religion combined totalled less than 1 per cent.</p> <p>Plymouth has a diversity of faith groups. Faith and religious groups are being involved in the wider Mayflower programme.</p> <p>The Mayflower narrative explores themes of religious differences and considers the modern day significance of this e.g. through interpretation and community and other activities.</p> <p>The design of the Prysten House public realm scheme has been carried out in conjunction with St Andrews Church and their volunteers have planted</p>	<p>No adverse impacts.</p>	<p>N/A</p>	<p>N/A</p>

	complementary planting in the adjacent church garden.			
Gender - including marriage, pregnancy and maternity	<p>Overall 50.2 per cent of our population are women and 49.8 per cent are men: this reflects the national figure of 50.7 per cent women and 49.3 per cent men.</p> <p>The proposed capital works are accessible to all. The Mayflower narratives include the story of the women and children who travelled on the Mayflower whose story has previously not been told.</p>	No adverse impacts	N/A	N/A.
Gender reassignment	<p>There are no official estimates for gender reassignment at either national or local level. 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> <p>It is estimated that there may be somewhere between 1,287 and 2,146 adults in the city that are experiencing some degree of gender variance.</p>	No adverse impacts	N/A	N/A

	<p>There is gender neutral toilet provision in the Elizabethan house.</p>			
<p>Race</p>	<p>According to the 2011 census:</p> <p>92.9 per cent of Plymouth’s population identify as White British.</p> <p>7.1 per cent identify as Black and Minority Ethnic (BAME) with White Other (2.7 per cent), Chinese (0.5 per cent) and Other Asian (0.5 per cent) the most common ethnic groups.</p> <p>Our recorded BAME population rose from 3 per cent in 2001 to 6.7 per cent in 2011, and therefore has more than doubled since the 2001 census.</p> <p>The census data suggests we have at least 43 main languages spoken in the city, showing Polish, Chinese and Kurdish as the top three.</p> <p>Respect of differences and tolerances will be a key theme of the community engagement programme for the Mayflower projects. BME individuals and groups have been included in the Elizabethan House and Trails consultations.</p>	<p>No adverse impacts</p>	<p>N/A</p>	<p>N/A</p>

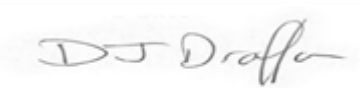
<p>Sexual orientation - including civil partnership</p>	<p>When looking to specifically profile LGBT+ issues in Plymouth there is very little local data to draw on.</p> <p>Nationally the proportion of people identifying as lesbian, gay or bisexual (LGB) has increased from 1.6% in 2014 to 2.2% in 2018.</p>	<p>No adverse impact</p>	<p>N/A</p>	<p>N/A</p>
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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>We have set one overarching objective to celebrate diversity and ensure that Plymouth is a welcoming city.</p>	<p>The Mayflower Programme has a strong narrative around respect for difference and tolerance. The modern day relevance of the story of the Pilgrim Fathers and the assistance the Wampanoag Native American Tribe gave the new settlers will be fully explored through this project. Raising sensitive subjects could raise negative commentary and this will be considered in the activity planning. The need for training will be considered.</p>	<p>Up until 2021 and beyond as the legacy of Mayflower is expected to be felt long after 2021. The community engagement programme will include activities that relate to respect for difference and tolerance.</p>
<p>Pay equality for women, and staff with disabilities in our workforce.</p>	<p>Mayflower 400 is expected to realise significant benefits to the city’s economy and create new jobs. Investment in Plymouth’s heritage is key to the realisation of these benefits, in order to create a visitor offer that draws in additional tourists and shows the city in the best possible light, exploiting the international attention attached to the Mayflower 400 commemoration. Mayflower 400 will showcase the city internationally, which will raise its profile as an attractive place to live, visit, and invest. This is an opportunity to position the City nationally and internationally at the heart of an internationally significant commemoration.</p> <p>Mayflower 400 will also provide local people with opportunities to volunteer in a wide range of activities and gain new transferable skills.</p>	

<p>Supporting our workforce through the implementation of Our People Strategy 2020 – 2024</p>	<p>The Mayflower Programme has a strong narrative around respect for difference and tolerance. The modern day relevance of the story of the Pilgrim Fathers and the assistance the Wampanoag Native American Tribe gave the new settlers will be fully explored through this project. Raising sensitive subjects could raise negative commentary and this will be considered in the activity planning. The need for training will be considered.</p>	<p>Up until 2021 and beyond as the legacy of Mayflower is expected to be felt long after 2021. The community engagement programme will include activities that relate to respect for difference and tolerance.</p>
<p>Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.</p>	<p>The Mayflower Programme has a strong narrative around respect for difference and tolerance. Given the sensitives around some of the topics explored staff have been provided with information on how to appropriately respond to hate crimes/ incidents. They have been made aware of the mechanisms in place to enable them to do so.</p>	
<p>Plymouth is a city where people from different backgrounds get along well.</p>	<p>The Mayflower Programme will put citizens at the heart of decision making, providing meaningful opportunities for residents to inform decisions about how resources are allocated, for example in the relation to public realm improvements. Citizens will also be mobilized to shape the celebration through a wide reaching engagement programme, promoting social inclusion and personal development by enabling community events, cultural activities and creating volunteering opportunities. The programme will reduce social inequality by generating additional employment opportunities and targeting resources in traditionally excluded communities ensuring that the Mayflower celebration involves the city as a whole. Health inequality will be addressed through investment made in public spaces, encouraging residents to engage in healthy leisure activities such as walking and leaving a legacy of wellbeing.</p>	<p>Up until 2021 and beyond as the legacy of Mayflower is expected to be felt long after 2021. The community engagement programme will include activities designed to bring communities together to engage with modern day Mayflower themes.</p>
<p>Human rights Please refer to guidance</p>	<p>Accessing and understanding an accurate and comprehensive portrayal of their heritage and place in the world is a right of every citizen. This project will enable all residents of Plymouth to achieve an understanding of its history, increasing a sense of belonging and pride. With respect to modern day relevance, the project will be used to explore human rights including the Human Rights Act and Freedom of Conscience.</p>	<p>Up until 2021 and beyond as the legacy of Mayflower is expected to be felt long after 2021.</p>

STAGE 4: PUBLICATION



Date 19.08.20

Responsible Officer

Director, Assistant Director or Head of Service

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