



**Oversight and Governance**

Chief Executive's Department

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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 4.30pm on Thursday 14 January 2021. 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 Friday 15 January 2021 if they are not called-in.

## **Delegated Decisions**

**1. The Leader - Councillor Tudor Evans OBE**

1.a Safer Streets North Stonehouse

**(Pages 1 - 22)**

**2. Councillor Jon Taylor (Cabinet Member for Education, Transformation and Skills)**

2.a Transition Support for Young People into Employment, Education and Training

**(Pages 23 - 38)**

# EXECUTIVE DECISION

made by a Cabinet Member




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

Executive Decision Reference Number – L28 20/21

Decision				
1	<b>Title of decision:</b> Safer Streets North Stonehouse			
2	<b>Decision maker (Cabinet member name and portfolio title):</b> Councillor Tudor Evans, Leader of the Council			
3	<b>Report author and contact details:</b> Michelle Murray, Project Manager, <a href="mailto:michelle.murray@plymouth.gov.uk">michelle.murray@plymouth.gov.uk</a> T +441752307956			
4	<b>Decision to be taken:</b> 1. Add this project to the capital programme funded by the Safer Street Fund 2. Authorise the business case 3. Allocates £283,781 for the project into the Capital Programme funded by Safer Street Fund 4. Authorise the procurement process to commence on an urgent basis. 5. Delegates the award of the contract to Service Director for People, Community Connections			
5	<b>Reasons for decision:</b> To enable the use of external funding to deliver the improvements, installation and commissioning of CCTV and Street Lighting improvements within the North Stonehouse area. This project offers an opportunity to improve the existing infrastructure at no cost to the Council and positive interaction and partnership with Ward Members and The OPCC.			
6	<b>Alternative options considered and rejected:</b> Do nothing : Leaving the existing infrastructure in place which is detreated and not suitable for purpose. Remove detreated installation which renders the estate with no CCTV or Street lighting.			
7	<b>Financial implications:</b> This scheme is funded entirely through external funding secured via a partnership bid with The OPCC, awarded by the Home Office under the Safer Streets allocation. There are no additional revenue support costs associated with the investment.			
8	<b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)	<b>Yes</b>	<b>No</b>	<b>Per the Constitution, a key decision is one which:</b>
			X	in the case of <b>capital</b> projects and contract awards, results in a new commitment to spend and/or save in excess of <b>£3million</b> in total

		X	in the case of <b>revenue</b> projects when the decision involves entering into new commitments and/or making new savings in excess of <b>£1 million</b>
		X	is <b>significant</b> in terms of its effect on communities living or working in an area comprising <b>two or more</b> wards in the area of the local authority.
	<b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b>		
<b>9</b>	<b>Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:</b>	<p><b>Growing Plymouth</b></p> <p>This decision directly links to the following priority a green, sustainable city that cares about the environment. The decision will provide significant benefits, including decrease in carbon emissions and lower electricity consumption. 11,000kwh / 2564kg CO<sup>2</sup>e.</p> <p>The decision will also provide a higher protection to the Council against future energy cost rises, circa 6% per annum and a reduction on maintenance route issue costs.</p> <p><b>A Caring Council</b></p> <p>This decision directly links to the following priorities, People feel safe in Plymouth; Focus on prevention and early intervention ; Keep children, young people and adults protected by:</p> <p>Improved surveillance cover in high crime area.</p> <p>Vehicle and pedestrian safety are assessed as having a positive impact, Dark Sky Association (IDA) – reduction of light pollution.</p> <p>BMJ have carried out detailed survey across the UK to study the effects of adoption on strategy, comparing Traffic Collision and Crime Data sourced from police data across 62 local authorities. The data indicates an overall reduction on traffic collisions more interestingly, a reduction of Burglary, Robbery, Vehicle and Violence.</p>	
<b>10</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	Significant benefits arise including decrease in carbon emissions and lower electricity consumption. 11,000kwh / 2564kg CO <sup>2</sup> e	
<b>Urgent decisions</b>			
<b>11</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	<b>Yes</b>	(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		<b>No</b>	<b>(If no, go to section 13a)</b>
<b>12a</b>	<b>Reason for urgency:</b>		

<b>I2b</b>	<b>Scrutiny Chair Signature:</b>		<b>Date</b>	
	<b>Scrutiny Committee name:</b>			
	<b>Print Name:</b>			
<b>Consultation</b>				
<b>I3a</b>	<b>Are any other Cabinet members' portfolios affected by the decision?</b>	<b>Yes</b>	<input checked="" type="checkbox"/>	
		<b>No</b>		<b>(If no go to section I4)</b>
<b>I3b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>	<b>Councillor Sally Haydon</b> , Cabinet Member for Customer Focus and Community Safety		
<b>I3c</b>	<b>Date Cabinet member consulted</b>	25.09.2020		
<b>I4</b>	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>		If yes, please discuss with the Monitoring Officer
		<b>No</b>	<input checked="" type="checkbox"/>	
<b>I5</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Craig McArdle	
		<b>Job title</b>	Service Director for people	
		<b>Date consulted</b>	25.09.2020	
<b>Sign-off</b>				
<b>I6</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS76 20/21	
		<b>Finance (mandatory)</b>	pl.20.21.188	
		<b>Legal (mandatory)</b>	lt/35875/2/161220	
		<b>Human Resources (if applicable)</b>		
		<b>Corporate property (if applicable)</b>		
		<b>Procurement (if applicable)</b>	n/a	
<b>Appendices</b>				
<b>I7</b>	<b>Ref.</b>	<b>Title of appendix</b>		
	A	Briefing report for publication		
	B	Equalities Impact Assessment		
	C	Business Case		

Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below.  (Keep as much information as possible in the briefing report that will be in the public domain)				
		No	X					
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below.  Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							
Signature				Date of decision		6 January 2021		
Print Name		Councillor Tudor Evans OBE (Leader)						



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## BRIEFING PAPER

### Safer Streets –North Stonehouse



#### Vision

Our proposal aims to reduce burglary (and the fear of it) by targeting 4 areas:

- Strengthening the local **environment** (including routes into the area to increase risk faced by offenders) ;
- Protecting **victims** and preventing future victimisation (targeted support for existing, repeat and potential victims);
- Working with **offenders** through a targeted restorative justice offer (existing and potential); and
- Assisting the **community** to reclaim community spaces and increase community strength and resilience.

#### Overview

The Office of Police Crime Commissioner (OPCC) has a longstanding partnership, supported by contracts or grant agreements with Plymouth City Council. We, 'The Council' have worked extensively with The OPCC on community safety projects and have a strong record of joint achievement. We have again partnered with The OPCC to secure funding from the Home Office to address community safety within North Stonehouse. We are also a named key stakeholder to deliver an element of the project which is linked to 'strengthening the local environment'. The OPCC will adopt its standard processes to manage the arrangement through contracts and grant agreements.

North Stonehouse (LSOAs Plymouth 29A / 29B) is an urban, densely populated residential area close to Plymouth City Centre, with a high pedestrian footfall of residents and transient population. Across the community, there are a significant proportion of residents experiencing a range of social, economic and health challenges including; poverty, mental health issues and drug and alcohol issues. Both LSOAs fall within the most deprived 10% nationally. (IMD 2019).

North Stonehouse locality historically witnesses the highest residential crime rates in Plymouth for acquisitive crime, violent crime, anti-social behaviour and substance misuse related criminality. Burglary offences account for 27% of total acquisitive crime. Between 2013/14 and 2018/19, the number of burglary offences increased by 75% compared with an increase of 28% for the remaining acquisitive crime offence groups.

The 3-year average burglary rate of 13.8 crimes per 1000 population is four times higher than the Devon and Cornwall average (3.4 crimes per 1000 population) and three times higher than the Plymouth average (4.6 crimes per 1000 population). The average overall acquisitive crime rate of 51.4 crimes per 1000 population is also considerably over the threshold for the wider acquisitive crime benchmark (30.38). The OPCC's expected outcome includes improved and effective community action with a consequential reduction in demand on policing for the Force.

The OPCC's analysis of acquisitive crime has identified 'Burglary' as the projects primary focus. However, the steps to be taken to reduce burglary and improve public safety will include enhanced capable guardianship that will have a positive impact to prevent the wider range of crimes and incidents.

Further analysis of burglary offences in the bid area identified that the:

- Clusters (hotspots) for burglary offences (Ilbert Street; Patna Place; North Road West; Wyndham Street East and Wyndham Lane).
- Primary aggravating factor are drugs.
- Predominant offenders / victims are male.
- Main offenders are aged between 36-45.

- Main victims are aged between 26-35.
- Data shows no pattern in offending in terms of the time offences are taking place.

Vulnerability, poverty and social inequality were also identified as factors leading to acquisitive crime. These issues were of concern amongst some partner agencies and local community groups.

The main stolen items are:

- General Domestic Items
- Computer Equipment
- Telephone Equipment
- Cash

Small disposable items are often targeted such as mobile phones, electrical items, wallets, clothes and some pedal cycles. The characteristics of the area and proximity to the city centre make it easy for offenders to offload stolen property soon after the offence has taken place. Communal front doors and individual flat /bedsit doors are regularly being forced and compromised in order to commit burglary dwelling offences.

North Stonehouse is predominantly made up of low income, houses of multiple occupancy (HMOs), where residents are a mixture of council, housing association and private tenants. Ilbert Street and North Road West have large concentrations of HMOs and Guest Houses which predominately house people with drug and alcohol issues.

Engagement with community groups, partner agencies, local councillors and service providers has taken place through workshops. Community groups highlighted the ignorance of the historical value of the area and high levels of anti-social behaviour, the levels of drug paraphernalia littering the streets, lanes and parks as significant concern to residents, especially those with children. Community groups observed that people tend to move to the area because they are unable to afford anywhere else to live, are re-homed by statutory agencies, or experiencing a period of crisis in their life. These features combine to create a neighbourhood with little community cohesion and few amenities. There are a small number of resident groups instigating positive action but locally their capacity is constrained and the links between them are limited.

### **Funding**

The OPCC has successfully been awarded a total of £546,781 funding through the Home Office to deliver a Safer Streets project in North Stonehouse. To which we, 'The Council' are a named key partner to support the delivery of. The OPCC is the overall responsible authority and will maintain financial oversight and project leadership. Out of this total, £283,781.22 has been awarded to address the infrastructure of the bid area in partnership with us, 'The Council'. We will lead the project deliverables on CCTV, street lighting and provide a Project Management service to this and the wider projects programme delivery.

### **Proposal:**

#### **Environment**

##### CCTV

The results of our EVA and professional consultation has identified a series of actions:

- 3 cameras in Victoria Park and 1 in Patna Place to provide capable guardianship of key entry/exit routes for criminality and support space reclaim
- 1 additional camera at Ilbert Street hotspot junction
- 2 cameras on Wyndham Lane hotspot (1 new, 1 re-positioned)
- Network enhancement of Plymouth City Council private fibre network in the bid area to accommodate additional capacity and enhance security of connection for all cameras in bid area.

Additional landscaping to improve general visibility as well as for cameras to improve crime deterrence will be instigated.

##### Improved and enhanced street lighting

Street lighting assessments informed by the EVA have identified 3 specific areas for investment:

- Install lighting in Patna Park at 2 locations (replace single columns with double columns and 2 new locations)
- A 10% increase (40 units) in street lighting across the bid area to increase capable guardianship
- Adapt all lighting in area (400 units) to 'dimnable' lighting which is economical and environmentally friendly and will contribute to reducing crime.  
BMJ article *The effect of reduced street lighting on road casualties and crime in England and Wales: controlled interrupted time series analysis*: <https://jech.bmj.com/content/69/11/1118>

In addition to the above the project will address the following and work with relevant stakeholders which will be managed by a PCC Project Manager.

#### Dwelling security:

Hotspot areas identified in EVA of North Road West, Wyndham Lane, Ilbert Street and immediate vicinity:

- series of identified properties subject to repeat victimisation
- properties at key entry/escape routes where enhancement of CCTV/lighting has physical limitations.

Residents in these specific locations will be targeted to offer enhanced external security measures in form of locks, home CCTV and enhanced lighting. This work would be accompanied by crime prevention outreach via Neighbourhood Watch to ensure knowledge, understanding, and confidence.

#### Reclaiming public spaces:

Three specific areas of focus informed by the EVA and community consultations:

- Removing vandalism/creating pride: programme of graffiti clean-up - empowering, enabling and equipping the community (through Safer Stonehouse Board) to decide priority for removal and utilise own opportunities for street art to replace/deter
- Park improvements: intelligence shows us that the two parks in the area are being used as entry and exit routes for those committing burglary and other crime types. Spaces to be reclaimed through enhanced capable guardianship via resident use (alongside CCTV/lighting). To facilitate this some small works are required to renew/install infrastructure.
- Signposting: 'place / directional markers' to encourage use of spaces and to increase community identity and recognition of importance in local history

#### Introduction of active Neighbourhood Watch Schemes and Signage:

- Project to increase the number of active watch schemes and linking them into existing community groups.
- Creating a sustainable voluntary network which can continue to share crime prevention advice and reporting information beyond the bid period.
- *Launch a Feel Safe Scheme*: Small and relatively inexpensive works to be carried out at residential properties of individuals with a vulnerability, or an individual who is at increased risk. Focused on burglary risks.
- *Property Marking and crime prevention campaign, events and activities*: NHW will lead a project to distribute property marking materials and advise on their usage and to deliver wider crime prevention advice and events.

#### Crime prevention advice – train the trainer – and locally designed packs

- Delivery of 'train the trainer' crime prevention training to NHW volunteers, existing community groups, community leaders, third sector organisations working in the community and statutory partners (such as housing officers).

#### Offenders

- Existing restorative justice provider will expand services in a pilot to provide a victim-led service directly within this community, working in a holistic way with those who harm and are harmed as well as their families and the local community.
- Focus outcome is to reduce offending in the area, signpost / refer individuals into a wide range of local services

- Deliver RJ training for community RJ volunteers to provide resilience and capacity after the funding has ceased.

#### Community

Develop a stronger framework for future based on Asset Based Community Development through new Safer Stonehouse Board.

- Provide a small (£20,000) sparks fund to enable community cohesion/pride projects in the area and the reclaiming of open spaces.

#### Outcomes

The LSOA experiences on average 50 burglary offences per year and 134 other acquisitive crimes. The OPCC and partners are seeking to see a 25% to 35% reduction in burglary offences and a 20% reduction on wider acquisitive crimes. It is also anticipated that our interventions will have wider social and economic benefits on the community in the area – through the reclaiming of public spaces, enhanced community cohesion, enhanced confidence in police and local authority services and opportunity to improve the vision other parts of the city have of the area.

#### Sustainability

Our programme of activities has been designed based on evidence and expected impact, with consideration of how benefits will be sustained after the funding period. The investments associated with additional CCTV and street lighting, will be under a 5 year warranty from the suppliers and the maintenance and ongoing running costs will be met by Plymouth City Council as part of their wider network costs for CCTV and lighting.

#### Summary

This project is fully funded by an external body and does not require any capital investments from PCC. It leverages existing infrastructure, partnerships and will position the bid area to accommodate additional capacity and enhance security of connection for all cameras. The improvements to street lighting is economical and environmentally friendly and will contribute to reducing crime. There is also a significant benefit to improving the street lighting not just to deter crime – the BMJ have carried out detailed surveys across the UK to study the effects of adoption on strategy, comparing Traffic Collision and Crime Data sourced from police data across 62 local authorities. The data indicates an overall reduction on traffic collisions more interestingly, a reduction of Burglary, Robbery, Vehicle and Violence. If we choose not to proceed with this scheme The OPCC expects a fluctuating trend of increased burglary rates against a decreasing resource of policing.

# CAPITAL INVESTMENT BUSINESS CASE

## Safer Streets – North Stonehouse V3



### EXECUTIVE SUMMARY

*The Executive Summary is a short summary of the Business Case and should be the last section you complete, this will enable you to extract or only the key facts from relevant sections i.e. 'project on a page'. The summary is a 'snapshot' of the business case which will need to tell the story and sell the proposal.*

North Stonehouse (LSOAs Plymouth 29A / 29B) locality historically witnesses the highest residential crime rates in Plymouth for acquisitive crime, violent crime, anti-social behaviour and substance misuse related criminality. Burglary offences account for 27% of total acquisitive crime. Between 2013/14 and 2018/19, the number of burglary offences increased by 75% compared with an increase of 28% for the remaining acquisitive crime offence groups.

The Office of Police Crime Commissioner (OPCC) has successfully been awarded a total of £546,781 funding through the Home Office to deliver a Safer Streets project in North Stonehouse. Out of this total £283,781.22 has been awarded to address the infrastructure of the bid area in partnership with us, 'The Council'. There are no additional revenue support costs associated with the investment.

Our proposal aims to reduce burglary (and the fear of it) by strengthening the local environment infrastructure (including routes into the area to increase risk faced by offenders) by installing CCTV and improved / enhanced street lighting.

The OPCC is the overall responsible authority and will maintain financial oversight and project leadership. Plymouth City Council: will lead the project deliverables on CCTV, street lighting and project management.

The OPCC's expected outcome includes improved and effective community action with a consequential reduction in demand on policing.

If we choose not to proceed with this scheme The OPCC expects a fluctuating trend of increased burglary rates against a decreasing resource of policing.

This project is fully funded by an external body and does not require any capital investments from PCC. It leverages existing infrastructure, partnerships and will position the bid area to accommodate additional capacity and enhance security of connection for all cameras. The improvements to street lighting is economical and environmentally friendly and will contribute to reducing crime. Creating a Variable Profiling lighting strategy offers Plymouth City Council an opportunity to save a significant amount of energy and carbon emissions, the affected 300 lighting units realise approx. 45% energy savings which translates into a saving of 11000 kwh per annum = 2564kg CO<sub>2</sub>e

#### *key risks*

Given the nature of the funding and what the project is looking to deliver, the risks are minimal. However, it should be noted that the most significant risk faced by the project is the current COVID-19 situation. At the time of submitting the bid it is not possible to ascertain the extent to which the current restrictions will still remain in place or the impact that restrictions will be having on the ability of partners to be able to fulfil their deliverables. There is a risk that services will be unable to provide the additional required capacity in terms of staffing or be able to access the equipment and resources needed through supply chains. Any procurement that is undertaken will include SLA's with the supplier to ensure the City is not at risk.

There is also a risk of displacement of criminality: The OPCC's key mitigations in relation to potential displacement are:

- intended expansion of Safer Stonehouse Board and NHW approaches into the surrounding areas and engagement with community groups within wider neighbourhood on crime prevention
- expertise within project co-ordinator on displacement theories and best practice and close co-operative working by project co-ordinator with police and wider partners working across the wider area to track and manage displacement proactively.

Spend needs to be completed by 31<sup>st</sup> March 2021 so a dedicated Project Manager is included within the Home Office funding for this project deliverable and the wider programme.

## SECTION I: PROJECT DETAIL

<b>Project Value (indicate capital or revenue)</b>	£283,781.22 Capital	<b>Contingency (show as £ and % of project value)</b>	£0
<b>Programme</b>	Community Infrastructure	<b>Directorate</b>	People
<b>Portfolio Holder</b>	Cllr Sally Haydon, Customer Focus and Community Safety	<b>Service Director</b>	Matt Garrett (Community Connections)
<b>Senior Responsible Officer (client)</b>	Dave Ryland	<b>Project Manager</b>	Michelle Murray
<b>Address and Post Code</b>	North Stonehouse	<b>Ward</b>	Devonport

**Current Situation:** *(Provide a brief, concise paragraph outlining the current situation and explain the current business need, problem, opportunity or change of circumstances that needs to be resolved)*

North Stonehouse (LSOAs Plymouth 29A / 29B) is an urban, densely populated residential area close to Plymouth City Centre, with a high pedestrian footfall of residents and transient population.

Across the community, there are a significant proportion of residents experiencing a range of social, economic and health challenges including; poverty, mental health issues and drug and alcohol issues. Both LSOAs fall within the most deprived 10% nationally. (IMD 2019).

North Stonehouse locality historically witnesses the highest residential crime rates in Plymouth for acquisitive crime, violent crime, anti-social behaviour and substance misuse related criminality. Burglary offences account for 27% of total acquisitive crime. Between 2013/14 and 2018/19, the number of burglary offences increased by 75% compared with an increase of 28% for the remaining acquisitive crime offence groups.

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The average overall acquisitive crime rate of 51.4 crimes per 1000 population is also considerably over the threshold for the wider acquisitive crime benchmark (30.38).

The Office of Police Crime Commissioner has successfully been awarded funding through the Home Office to deliver a Safer Streets project in North Stonehouse that aims to address the above in partnership with us, 'The Council'.

**Proposal:** *(Provide a brief, concise paragraph outlining your scheme and explain how the business proposal will address the current situation above or take advantage of the business opportunity) and (What would happen if we didn't proceed with this scheme?)*

In partnership with The OPCC and with the external funding awarded, our proposal aims to reduce burglary (and the fear of it) by strengthening the local environment (including routes into the area to increase risk faced by offenders) by installing CCTV and improved / enhanced street lighting. In particular:

### CCTV

The results of The OPCC's EVA and professional consultation has identified a series of actions:

- 3 cameras in Victoria Park and 1 in Patna Place to provide capable guardianship of key entry/exit routes for criminality and support space reclaim
- 1 additional camera at Ilbert Street hotspot junction

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- Network enhancement of Plymouth City Council private fibre network in the bid area to accommodate additional capacity and enhance security of connection for all cameras in bid area.
- Additional landscaping to improve general visibility as well as for cameras to improve crime deterrence will be instigated.

Improved and enhanced street lighting

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- Install lighting in Patna Park at 2 locations (replace single columns with double columns and 2 new locations)
- A 10% increase (40 units) in street lighting across the bid area to increase capable guardianship
- Adapt all lighting in area (400 units) to ‘dimnable’ lighting which is economical and environmentally friendly and will contribute to reducing crime.

The OPCC is the overall responsible authority and will maintain financial oversight and project leadership.

Plymouth City Council: will lead the project deliverables on CCTV, street lighting and project management.

The OPCC’s expected outcome includes improved and effective community action with a consequential reduction in demand on policing.

If we choose not to proceed with this scheme The OPCC expects a fluctuating trend of increased burglary rates against a decreasing resource of policing.

**Strategic Case:**

**Which Corporate Plan priorities does this project deliver?**

- people feel safe in Plymouth
- keep young people, children and adults protected
- focus on prevention and early intervention

**Explain how the project delivers or supports delivery of Joint Local Plan/Plymouth Plan Policies (include policy references)**

- 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 by reinforcement of existing asset base

**Project Scope:** *(To avoid scope creep and cost escalation it is important to have an agreed scope of what the project will and will not deliver. List below what is included and not included in the project ‘budget’. Projects should be delivered within scope and budget, but should project change happen then the business case requires revisiting, updating and re-approval)*

**In Scope**

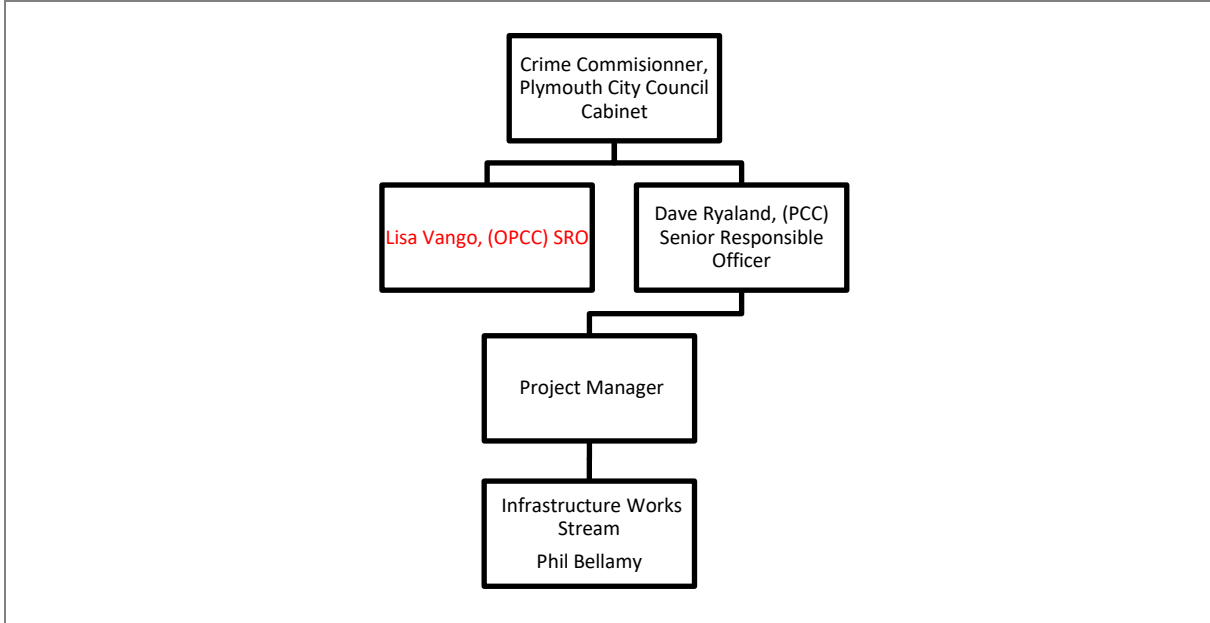
- 3 CCTV cameras in Victoria Park
- 1 CCTV camera in Patna Place
- 1 CCTV camera at Ilbert St junction
- 2 CCTV cameras on Wyndham Lane (1 new, 1 repositioned)
- Network enhancement of PCC private fibre network in the bid area
- Lighting installed in 2 locations at Patna Park
- 10% increase in street lighting across bid area

**Out of Scope**

- Use of funding to enhance:
  - PCC private fibre network outside the bid area
  - Install street lighting outside the bid area
  - Install CCTV outside the bid area

Adapt all lighting in bid area to 'dimnable' lighting	
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**Project Governance :** *How the project delivery is structured (amend example chart as appropriate)*  
 High Risk Projects will require a Project Board Chaired by Portfolio Holder  
 Low Risk Projects will require a structured Project Team reporting to Portfolio Holder



Milestones and Date:		
Contract Award Date	Start On Site Date	Completion Date
November 2020	Jan 2021	31 <sup>st</sup> March 2021

<b>Who are the key customers and Stakeholders</b>	The OPCC The Home Office Devon & Cornwall Police	<b>Which Partners are you working with</b>	SWH NHW Stronger North Stonehouse Board
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**SECTION 2: PROJECT RISK, OUTCOMES AND BENEFITS**

**Risk Register:** *The Risk Register/Risk Log is a master document created during the early stages of a project. It includes information about each identified risk, level of risk, who owns it and what measures are in place to mitigate the risks (cut and paste more boxes if required).*

Potential Risks Identified		Likelihood	Impact	Overall Rating
<b>Risk</b>	Procurement of Media convertors – previously sourced from China, now unavailable	High	High	High
<b>Mitigation</b>	Alternative source identified - UK supplier same cost but now with dedicated power supply unit	Low	Low	Low
<b>Calculated risk value in £ (Extent of financial risk)</b>	£0	<b>Risk Owner</b>	PCC	



<b>Risk</b>	Ducting unproven where new Fibre links require installation	Medium	Medium	Medium
<b>Mitigation</b>	Duct proving and inspection chamber installation prior project start	Medium	Low	Medium
<b>Calculated risk value in £ (Extent of financial risk)</b>	£3000	<b>Risk Owner</b>	Project (contingency)	
<b>Risk</b>	CMS Procurement period – opportunity to place order for delivery prior to end March 2021 critical	Medium	Medium	Medium
<b>Mitigation</b>	Prior manufacturer engagement	Medium	Low	Medium
<b>Calculated risk value in £ (Extent of financial risk)</b>	5000	<b>Risk Owner</b>	Project	

### Outcomes and Benefits

#### List the outcomes and benefits expected from this project.

(An **outcome** is the result of the change derived from using the project's deliverables. This section should describe the anticipated outcome)

(A **benefit** is the measurable improvement resulting from an outcome that is perceived as an advantage. Benefits are the expected value to be delivered by the project, measurable whenever possible)

#### Financial outcomes and benefits:

Significant benefits arise including decrease in carbon emissions and lower electricity consumption. 11,000kwh / 2564kg CO<sub>2</sub>e

Provides higher protection to the Council against future energy cost rises circa 6% per annum

Reduction on maintenance route issue costs

#### Non-financial outcomes and benefits:

Vehicle and pedestrian safety are assessed as having a positive impact, Dark Sky Association (IDA) – reduction of light pollution

BMJ have carried out detailed survey across the UK to study the effects of adoption on strategy, comparing Traffic Collision and Crime Data sourced from police data across 62 local authorities.

The data indicates an overall reduction on traffic collisions more interestingly, a reduction of Burglary, Robbery, Vehicle and Violence

Improved surveillance cover in high crime area

### SECTION 3: CONSULTATION

#### Have you engaged with Procurement Service.

Yes

#### Procurement route options considered for goods, services or works

SWH delivery  
Test Market – Preferred suppliers

#### Procurements Recommended route.

Utilisation of SWH as gateway

#### Who is your Procurement Lead.

Delt Shared Services Ltd - Joe Unwin / Stephanie Hurrell

#### Which Members have you engaged with and how have they been consulted (including the Leader, Portfolio Holders and Ward Members)

Mark Coker & Mark Lowry for CMS trials

<b>Equalities Impact Assessment completed</b> <i>(This is a working document which should inform the project throughout its development. The final version will need to be submitted with your Executive Decision)</i>	Yes
--	-----

#### SECTION 4: FINANCIAL ASSESSMENT

**FINANCIAL ASSESSMENT:** *In this section the robustness of the proposals should be set out in financial terms. The Project Manager will need to work closely with the capital and revenue finance teams to ensure that these sections demonstrate the affordability of the proposals to the Council as a whole.*

#### CAPITAL COSTS AND FINANCING

<b>Breakdown of project costs including fees surveys and contingency</b>	<b>Prev. Yr.</b>	<b>20/21</b>	<b>21/22</b>	<b>22/23</b>	<b>23/24</b>	<b>24/25</b>	<b>Future Yrs.</b>	<b>Total</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
CCTV		£119,200.00						
Street Lighting		£133,081.22						
Project Management		£31,500						
<b>Total capital spend</b>		<b>£283,781.22</b>						

#### Provide details of proposed funding: *Funding to match with Project Value*

<b>Breakdown of proposed funding</b>	<b>Prev. Yr.</b>	<b>20/21</b>	<b>21/22</b>	<b>22/23</b>	<b>23/24</b>	<b>24/25</b>	<b>Future Yrs.</b>	<b>Total</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
The Office of the Police & Crime Commissioner Devon & Cornwall - Safer Streets Fund		£283,781.22						£283,781.22
<b>Total funding</b>		<b>£283,781.22</b>						

<b>S106 or CIL</b> <i>(Provide Planning App or site numbers)</i>	N/A
<b>Which alternative external funding sources been explored</b> <i>(Provide evidence)</i>	The Office of Police Crime Commissioner (OPCC) has successfully been awarded funding through the Home Office – Michelle Murray holds contract
<b>Are there any bidding constraints and/or any restrictions or conditions</b>	The funding can only be used for the bid area; which is defined as North Stonehouse (LSOAs Plymouth 29A / 29B)

<b>attached to your funding</b>			
<b>Tax and VAT implications</b>	The provision of street lighting / CCTV is a statutory, non-business activity of the Council. The VAT incurred on costs relating to this project will be fully recoverable, therefore, and there will be no adverse impact on the Council's partial exemption position		
<b>Tax and VAT reviewed by</b>	Sarah Scott		
<b>Will this project deliver capital receipts?</b> <i>(If so please provide details)</i>	No		
Schemes in excess of £0.5m should be supported by a Cost Benefit Analysis. Calculations undertaken should be attached as an appendix to support financial implications shown below. Please contact your revenue accountant for assistance with this section.			
<b>Is the capital ask greater than £0.5m</b>	Y/N	<b>If the answer is yes, have you attached the Cost Benefit Analysis</b>	Y/N

### REVENUE COSTS AND IMPLICATIONS

#### Cost of Developing the Capital Project (To be incurred at risk to Service area)

<b>Total Cost of developing the project</b>	£
<b>Revenue cost code for the development costs</b>	
<b>Revenue costs incurred for developing the project are to be included in the capital total, some of the expenditure could be capitalised if it meets the criteria</b>	Y/N
<b>Budget Managers Name</b>	

#### Ongoing Revenue Implications for Service Area

	Prev. Yr.	19/20 £	20/21 £	21/22 £	22/23 £	23/24 £	Future Yrs.
<b>Service area revenue cost</b>	0	0	0	0	0	0	0
<b>Loan repayment</b> <i>(terms agreed with Treasury Management)</i>							
<b>Other</b> <i>(eg: maintenance, utilities, etc)</i>							
<b>Total Revenue Cost (A)</b>							
<b>Service area revenue benefits/savings</b>	0	0	0	0	0	0	0
<b>Annual revenue income</b> <i>(eg: rents, etc)</i>							
<b>Total Revenue Income (B)</b>							
<b>Service area net (benefit) cost (B-A)</b>							

<b>Has the revenue cost been budgeted for or would this make a revenue pressure</b>					
<b>Which cost centre would the revenue pressure be shown</b>		n/a	<b>Has this been reviewed by the budget manager</b>		Y
<b>Name of budget manager</b>					
<b>Loan value</b>	£	<b>Interest Rate</b>	%	<b>Term Years</b>	<b>Annual Repayment</b> £
<b>Revenue code for annual repayments</b>		n/a			
<b>Service area or corporate borrowing</b>		n/a			
<b>Revenue implications reviewed by</b>					

### SECTION 5: MONITORING PERFORMANCE & POST PROJECT REVIEW

*To conclude, the purpose of a business case is to outline the business rationale for undertaking a project and to provide a means to continually assess and evaluate project progress throughout delivery. It is the responsibility of the project manager to ensure the project remains on time and within budget during delivery and to monitor the project throughout and provide a Post Project Review on completion.*

**Version Control:** (The version control table must be updated and signed off each time a change is made to the document to provide an audit trail for the revision and update of draft and final versions)

Author of Business Case	Date	Document Version	Reviewed By	Date
Michelle Murray	17/11/2020	v 1.0	Phil Bellamy	18/01/2020
Philip Bellamy	18/01/2020	v 2.0	Michelle Endacott	30/11/2020
Philip Bellamy	01/12/2020	v 3.0	Ruth Didymus & Michelle Murray	01/12/2020

### SECTION 6: RECOMMENDATION AND ENDORSEMENT

#### Recommended Decision

**It is recommended that the Leader of the Council:**

- Approves the Business Case
- Allocates £283,781. for the project into the Capital Programme funded by Safer Street Fund
- Authorises the procurement process
- Delegates the award of the contract to Service Director for People, Community Connections.

<b>Sally Hayden</b>		<b>Matt Garrett</b>	
<b>Either email dated:</b>	14.12.2020	<b>Either email dated:</b>	14.12.2020
<b>Or signed:</b>		<b>Signed:</b>	
<b>Date:</b>		<b>Date:</b>	
<b>Service Director</b>			
Craig McArdle			
<b>Either email dated:</b>	Date 16/12/2020		
<b>Signed:</b>			
<b>Date:</b>			



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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 Allocation of external funding (Safer Streets) to North Stonehouse Area of Plymouth.
Author	Philip Bellamy
Department and service	Street Services – Plymouth Highways
Date of assessment	10/12/2020

## STAGE 2: EVIDENCE AND IMPACT

Protected characteristics (Equality Act)	Evidence and information (eg data and feedback)	Any adverse impact See <a href="#">guidance</a> 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
------------------	--------------	----------------------------------

<b>Reduce the inequality gap, particularly in health between communities.</b>	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.	Ongoing Plymouth Highways
<b>Good relations between different communities (community cohesion)</b>	No adverse impact on community cohesion is anticipated.	Ongoing Plymouth Highways
<b>Human rights</b> Please refer to <a href="#">guidance</a>	<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>	Ongoing Plymouth Highways
<b>Principles of fairness</b> Please refer to <a href="#">guidance</a>	<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>	Ongoing Plymouth Highways

#### STAGE 4: PUBLICATION

Date 10/12/2020

Responsible Officer



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 – EST01 20/21

Decision	
1	<b>Title of decision:</b> Transition Support for Young People into Employment, Education and Training
2	<b>Decision maker (Cabinet member name and portfolio title):</b> Councillor Jon Taylor Cabinet Member for Education, Transformation and Skills
3	<b>Report author and contact details:</b> Janet Greaves-Stocker <a href="mailto:janet.greaves-stocker@plymouth.gov.uk">janet.greaves-stocker@plymouth.gov.uk</a> 01752 307325
4	<p><b>Decision to be taken:</b> Plymouth leads the Peninsula Local Authorities in procuring a service, which supports our most vulnerable young people in the 16-18 year old age group. The cohort includes:-</p> <ul style="list-style-type: none"> <li>• children with special educational needs and disabilities, who need extra support to ensure their post 16 education or training placement is able to meet their needs.</li> <li>• children who are looked after by the Local Authority</li> <li>• Young carers</li> <li>• Children who are likely to become NEET</li> </ul> <p>To award the contract for the Transition Support for Young People into Education, Employment and Training service direct to CSW Group Ltd for a period of 3 years at a total value of £1,753,041.</p>
5	<p><b>Reasons for decision:</b></p> <p>The Local Authority owned company, which is wholly owned by the Peninsula Local Authorities, has delivered the service for the last 12 years.</p> <p>CSW Group Ltd has returned to its Teckal status during 2020 following intensive partnership working with Commissioners in the Local Authorities, and there is no legal requirement to go through a competitive tender process. All due diligence checks have been made to ensure that the company is fit for purpose and able to deliver the service within the agreed budget envelope.</p> <p>The company has a good track record of delivery of the service and by making the direct award we ensure that this will continue.</p>


6	<p><b>a) Alternative options considered and rejected:</b></p> <p>Option 1- tender the service on the open market. This option was rejected for the following reasons :-</p> <p>a) CSW Group Ltd is wholly owned by the Local Authorities and meets all Teckal requirements</p> <p>b) When the service was competitively tendered in 2015 CSW Group Ltd was the sole bidder, to submit a suitable tender. There was one other bidder in the 1<sup>st</sup> Stage of the tender who did not pass the initial selection process.</p> <p>Option 2 – Cease delivering the service or reduce the level of funding</p> <p>This option was rejected for the following reasons</p> <p>a) Plymouth City Council has a statutory duty to deliver the service and support the most vulnerable young people as they transition from school into College, employment or training.</p> <p>b) In the current Covid 19 situation the employment opportunities are becoming scarce for young people and so the service is essential and needs to remain at its current financial levels. CSW Group Ltd are a key partner in the Skills Launchpad Plymouth which will ensure an informed, supportive and empowered skills journey experience, and will create opportunities for up-skilling and re-training, young people to become work ready so they are best placed to fill local jobs.</p>			
7	<p><b>Financial implications:</b></p> <p>The service is currently delivered by CSW Group Ltd at a cost of £584,347 per annum to Plymouth City Council.</p> <p>The service funding has been match funded to the Smart Skills Project by the ESFA, with an additional £3,530,086.81 coming in to the Devon Local Enterprise Partnership, of which Plymouth is a key partner across 3 years. The Smart Skills Project will support young people and adults living in the city to develop their employment skills to move into paid employment.</p>			
8	<p><b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)</p>	<p><b>Yes</b></p>	<p><b>No</b></p>	<p><b>Per the Constitution, a key decision is one which:</b></p> <p>x in the case of <b>capital</b> projects and contract awards, results in a new commitment to spend and/or save in excess of <b>£3million</b> in total</p> <p>x in the case of <b>revenue</b> projects when the decision involves entering into new commitments and/or making new savings in excess of <b>£1 million</b></p> <p>x is <b>significant</b> in terms of its effect on communities living or working in an area comprising <b>two or more</b> wards in the area of the local authority.</p>
<p><b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b></p>				

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><b>Growing Plymouth:</b></p> <p>The service will contribute towards the development of employment skills reducing the number of young people from vulnerable groups aged 16 -18 becoming NEET. The service will work in close alignment with the Skills4 Plymouth Launchpad and the Smart Skills projects which are working towards reducing the NEET figure for Plymouth 18-24 year olds</p> <p><b>Caring Plymouth:</b></p> <p>The transition support service provides support at a critical time in the lives of young people who are likely to achieve poor life outcomes due to their vulnerabilities. The support enables young people to successfully transfer on to education, employment or training and so avoid becoming NEET.</p>
10	Please specify any direct environmental implications of the decision (carbon impact)	n/a

#### 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 ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		No	x	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair Signature:			Date
	Scrutiny Committee name:			
	Print Name:			
<b>Consultation</b>				
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?	Councillor Jemima Laing (Cabinet Member for Children and Young People)		

<b>13c</b>	<b>Date Cabinet member consulted</b>	09/12/20						
<b>14</b>	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>		If yes, please discuss with the Monitoring Officer				
		<b>No</b>	x					
<b>15</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Alison Botham					
		<b>Job title</b>	<b>Director Children's Services</b>					
		<b>Date consulted</b>	08.12.2020					
<b>Sign-off</b>								
<b>16</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS68 20/21					
		<b>Finance (mandatory)</b>	djn.20.21.164					
		<b>Legal (mandatory)</b>	MS/27.11.20					
		<b>Human Resources (if applicable)</b>						
		<b>Corporate property (if applicable)</b>						
		<b>Procurement (if applicable)</b>						
<b>Appendices</b>								
<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>						
	A	Briefing report for publication						
	B	Equalities Impact Assessment						
	C	Business Case						
<b>Confidential/exempt information</b>								
<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.  (Keep as much information as possible in the briefing report that will be in the public domain)				
		<b>No</b>	x					
		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>

18b	<b>Confidential/exempt briefing report title:</b>							
<b>Background Papers</b>								
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>							
<b>Title of background paper(s)</b>		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>Cabinet Member Signature</b>								
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>							
<b>Signature</b>				<b>Date of decision</b>	06/01/2021			
<b>Print Name</b>	Councillor Jon Taylor (Cabinet Member for Education, Transformation and Skills)							

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**BRIEFING DOCUMENT****Transition Support for Young People into Education, Employment and Training**

The Local Authority working with its partners is responsible for ensuring that young people are able to access Pathways to Employment and are supported appropriately through their journey to adulthood. There are a number of statutory duties placed on Local Authorities in England to support the transition of vulnerable young people into adulthood and into employment.

These duties include the following:-

**Transition Support for young people with SEND** - Responsibility for Education, Health and Care Plans for some learners and enabling Young People and families to make the transition between different stages of education and training

**Identification, Tracking and Monitoring** - establishing the identities of all young people who are failing to participate Post 16, or are at risk of not participating, and must target resources to those that need it most. Local authorities are expected to work with schools to identify, as early as possible, those who are in need of this targeted support, work together on transition arrangements and refer to specialist services as appropriate.

**NEETs and other Vulnerable Groups** - Local Authorities are responsible for vulnerable Young People who are at risk of not engaging in education or training.

CSW Group Ltd deliver services to meet the needs described above for the Peninsula Local Authorities. The service has been commissioned since 2015 having been awarded the contract through a competitive tender process the current contract ends on 31<sup>st</sup> December 2020. Prior to 2015 CSW Group Ltd delivered the service as a Local Authority owned Teckal exempt company from 2008.

Over the last year, extensive work has been carried out with the company by the Peninsula Authorities, who are the owners, and it is now Teckal compliant, meaning that there is no requirement to competitively tender the service. Due diligence checks are being carried out with the company and a clear specification will be issued with contract monitoring processes in place to ensure that the service continues to be directed to meet the identified needs.

The company continue to provide value for money and deliver the targeted support for vulnerable young people moving into Post 16 education, employment and training. The tracking of the cohort provides valuable, reliable data for strategic decision-making and the individual support offered to the young people ensures they are making informed choices regarding their future careers.

CSW Group Ltd will work with vulnerable young people and with parents and carers of vulnerable Young People to ensure they are aware of the options for their Young People and can support them in making informed choices. CSW Group Ltd will also work with a full range of services including Schools, FE Colleges, Youth Service, Youth Offending Service (YOS), Social Work, Health, Adult Services, Inclusion Services and Voluntary Sector partners

There has been a delay in the process of the company becoming Teckal compliant, which has been caused mainly due to the lockdown earlier in the year. This has been resolved and we are now seeking to make a direct award to the company for three years with funding of the contract to remain at existing levels of £584,347 for the first year. Future years' funding will be agreed on a year-by-year basis.

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# PROCUREMENT GATEWAY I – BUSINESS CASE

Transition Support for Young People into EET



## Contact Details

I confirm the Business Case is policy compliant, affordable, value for money and has been fully risk assessed.

<b>Responsible Officer:</b>	<b>John Bale</b>
<b>Job Title:</b>	<b>Leadership Advisor (Post 16 Provision &amp; Funding)</b>
<b>Service:</b>	<b>Transition Support for young people into EET</b>
<b>Directorate:</b>	<b>Education Participation and Skills</b>

## Procurement Details

<b>Project Value:</b>	3 years @ 584,347 p.a. = Total value of £1,753,041
<b>Timescale:</b>	Completed by 31 <sup>st</sup> December 2020

## Project Information

The Local Authority working with its partners is responsible for ensuring that young people are able to access Pathways to Employment and are supported appropriately through their journey to adulthood.

There are a number of statutory duties placed on Local Authorities in England to support the transition of vulnerable young people into adulthood and into employment.

These duties include the following:-

**Transition Support for young people with SEND** - Responsibility for Education, Health and Care Plans for some learners and enabling Young People and families to make the transition between different stages of education and training

**Identification, Tracking and Monitoring** - establishing the identities of all young people who are failing to participate Post 16, or are at risk of not participating, and must target resources to those that need it most. Local authorities are expected to work with schools to identify, as early as possible, those who are in need of this targeted support, work together on transition arrangements and refer to specialist services as appropriate.

**NEETs and other Vulnerable Groups** - Local Authorities are responsible for vulnerable Young People who are at risk of not engaging in education or training.

Local Authorities also have a duty to ensure that there is sufficient suitable education and training provision for all young people aged 16-18 in their areas. For young people with an Education, Health and Care plan (EHCP) this duty is extended up to their 25<sup>th</sup> birthday. Ensuring that the authority promotes the effective participation in education or training by young people over the age of 16, in line with the raising of the participation age (RPA).

CSW Group Ltd deliver services to meet the needs described above for the Peninsula Local Authorities. The service has been commissioned since 2015 having been awarded the contract through a competitive tender process. Prior to this date CSW Group Ltd delivered the service as a Local Authority owned Teckal exempt company from 2008.

The company continue to provide value for money and deliver the targeted support for vulnerable young people moving into Post 16 education, employment and training. The tracking of the cohort provides valuable, reliable data for strategic decision-making and the individual support offered to the young people ensures they are making informed choices regarding their future careers.

Over the last year, extensive work has been carried out with the company by the Peninsula Authorities who are the owners and it is now Teckal compliant meaning that there is no need to competitively tender the service. The intention is to carry out due diligence checks with the company and to issue a clear specification to ensure that the service continues to be directed to meet the identified needs.

## Objectives

The Service will achieve the following outcomes:

- Young People are able to make informed choices about Education, Employment and Training (EET) opportunities;
- Young People are supported to overcome barriers to participation in EET which meets RPA requirements and to make smooth transitions;
- Young People's participation in Education Employment and Training is raised in a way which meets requirements for participation under RPA – this includes addressing in partnership those in jobs without training and those engaged in activities that do not meet requirements.
- Young People are supported to remain engaged in sustainable post 16 education employment or training, with a particular emphasis on engagement in learning to meet RPA requirements. Post 16 providers to inform the supplier of potential early leavers and invite to review meetings where appropriate.

The Supplier will also work in partnership with key services providing support to Young People, as a key partner in integrated services for Young People to enable Young People to have:

- Increased aspirations;
- Increased resilience,
- Reduced vulnerability.

## Scope

The supplier will provide both a targeted at risk of NEET service as well as providing support to those who are NEET or in other vulnerable groups

The work will be divided into 4 key areas:-

- a) Identification, monitoring and tracking of the young people who are EET and NEET
- b) Transition Support for young people with SEND
- c) Targeted at risk of NEET service
- d) Targeted NEETs service

CSW Group Ltd will work in partnership with the full range of specialist services for Young People, with the aim of supporting the young person to overcome barriers to participation and to develop increased aspirations and resilience. CSW Group Ltd will work with parents and carers of vulnerable Young People to ensure they are aware of the options for their Young People and can support them in making informed choices. They will also work with a full range of services including Schools, FE Colleges, Youth Service, Youth Offending Service (YOS), Social Work, Health, Adult Services, Inclusion Services and Voluntary Sector partners.

### Constraints


The current contract concludes on 31<sup>st</sup> December 2020. There has been a delay in the process, which has been caused due to the delay in establishing the Teckal status of the company following the lockdown earlier in the year.

### Recommended Decision

**It is recommended that the Head of Service:**

- Approves this Business Case
- Awards the contract for three years to CSW Group Ltd

### Authorisation of Business Case

Head of Service	
<b>Name:</b>	Judith Harwood
<b>Job Title:</b>	Director Education, Participation and Skills
<b>Additional Comments (Optional):</b>	
<b>Signature:</b>	
<b>Date:</b>	23.11.2020

### Procurement Service

<b>Name:</b>		
<b>Job Title:</b>		
<b>Additional Comments (Optional):</b>		
<b>Signature:</b>		<b>Date:</b>

# EQUALITY IMPACT ASSESSMENT

## EDUCATION, PARTICIPATION AND SKILLS



### STAGE 1: WHAT IS BEING ASSESSED AND BY WHOM?

<b>What is being assessed - including a brief description of aims and objectives?</b>	<p>The Transition support service for young people into education, employment and training has been the responsibility of the Local Authority since 1<sup>st</sup> April 2008. Since that time the statutory duties of the Local Authority in regard to the support offered to young people making a transition from full time education to further education or training have changed. The local authority's statutory duty is now only to provide transition support to vulnerable young people with the duty for universal careers advice and support being transferred to schools and academies. The legislation regarding the age at which young people are able to leave school has also changed and from September 2015 all young people up to the age of 18 will be required to remain in full time education or training. This change will have a significant impact on the numbers of young people making the transition and will mean that the reduction in the value of the contract should not have an impact on the young people.</p> <p>The service has been delivered by a Local Authority Controlled Company since April 2008 and it is now proposed to make a direct award of the contract.</p>
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<b>Department and service</b>	Strategic Commissioning
<b>Date of assessment</b>	13.11.2020

### STAGE 2: EVIDENCE AND IMPACT

<b>Protected characteristics (Equality Act)</b>	<b>Evidence and information (eg data and feedback)</b>	<b>Any adverse impact</b> See <a href="#">guidance</a> on how to make judgement	<b>Actions</b>	<b>Timescale and who is responsible</b>
<b>Age</b>	The service will work with vulnerable young people aged between 15-17 who are making	Due to the Raising of the Participation Age( RPA) the numbers of young people in this		

	a transition from full time education to further education or training.	age bracket that are making the transition have reduced significantly and should be well supported within the new contract.		
<b>Disability</b>	The service supports all young people who currently hold a statement of special educational needs and will continue to support young people with an Education health and care plan when they are making a transition to further education employment and training	It is not expected that the changes to the service will have any adverse impact on this group as the group is identified in the service contract as one of the vulnerable groups to be supported by the service.		
<b>Faith/religion or belief</b>	According to the 2011 Census, 148,917 people in Plymouth are Christian, 881 are Buddhist, 567 are Hindu, 168 are Jewish, 2,078 are Muslim, 89 are Sikh, 1,198 are listed as 'other religion' 84,295 have no religion and 18,191 did not state a religion.	It is not anticipated that the changes to the service will have any adverse impact on groups with specific beliefs. All vulnerable young people will be supported regardless of their belief.		
<b>Gender - including marriage, pregnancy and maternity</b>	It is not expected that the service will have any adverse impact on this group.			
<b>Gender reassignment</b>	The last Census did not include a question about gender Reassignment	It is not expected that the changes to the service will have any adverse impact on this group.		
<b>Race</b>	According to the 2011 census approximately 93% of the	It is not expected that the changes to the service will have		

	population of Plymouth are White British. The remaining 7% come from a wide range ethnic backgrounds, including significant population of British Asian (including Chinese), Black British African	any adverse impact on this group as the group is identified in the service contract as one of the vulnerable groups to be supported by the service.		
<b>Sexual orientation - including civil partnership</b>		It is not expected that the changes to the service will have any adverse impact on this group as the group is identified in the service contract as one of the vulnerable groups to be supported by the service		

**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
<b>Reduce the gap in average hourly pay between men and women by 2020.</b>	None identified	
<b>Increase the number of hate crime incidents reported and maintain good satisfaction rates in dealing with racist, disablist, homophobic, transphobic and faith, religion and belief incidents by 2020.</b>	None identified	
<b>Good relations between different communities (community cohesion)</b>	None identified	
<b>Human rights</b> Please refer to <a href="#">guidance</a>	None identified	

**STAGE 4: PUBLICATION**

Responsible Officer Alison Botham

Date 23/11/20

Director, Assistant Director or Head of Service