



**Oversight and Governance**

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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/yddrqll6>

Notice of call-in for non-urgent decisions must be given to the Democratic Support Unit by 4.30pm on Wednesday 10 March 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 decision detailed below taken by a Cabinet Member may be implemented on Thursday 11 March 2021 if it is not called-in. The Council Officer decision may be implemented immediately.

## **Delegated Decisions**

**1. Councillor Coker (Cabinet Member for Strategic Planning and Infrastructure):**

1.1. Concessionary Fares - 2021 - 22 Bus Operator Payments **(Pages 1 - 16)**

**2. Council Officer Decision - Paul Barnard (Service Director for Strategic Planning and Infrastructure):**

2.1. Derriford Community Parks Strategic Walking and Cycling Improvements Scheme - Phase 1 Contract Award **(Pages 17 - 42)**

# EXECUTIVE DECISION

made by a Cabinet Member



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

Executive Decision Reference Number – SPI5 20/21

Decision	
1	<b>Title of decision:</b> Concessionary Fares – 2021-22 Bus Operator Payments
2	<b>Decision maker (Cabinet member name and portfolio title):</b> Councillor Mark Coker – Cabinet Member for Strategic Planning & Infrastructure
3	<b>Report author and contact details:</b> Debbie Newcombe, Sustainable Transport Programmes Co-ordinator Email: <a href="mailto:debbie.newcombe@plymouth.gov.uk">debbie.newcombe@plymouth.gov.uk</a> Tel: 01752 307868
4	<b>Decision to be taken:</b> It is recommended that the following decisions are taken:  Continuation of concessionary fares reimbursement payments to local bus operators at pre-Covid levels for the period April 2021 to March 2022, in accordance with Government guidance. Should concessionary patronage reach 80% of pre-Covid levels in any month, payments would be made based on actual trips.  In the event of the pandemic continuing beyond March 2022, delegated authority should be granted to the Service Director for Strategic Planning and Infrastructure to approve the continuation of concessionary fares payments on this basis, subject to Government guidance not changing, in consultation with the Cabinet Member for Strategic Planning and Infrastructure.
5	<b>Reasons for decision:</b> To comply with the advice issued by Central Government and help ensure the viability of our commercial bus operators to be able to continue to provide socially necessary bus services once the pandemic is over.
6	<b>Alternative options considered and rejected:</b> <b>Options Considered</b> Reimburse bus operators based on the number of concessionary trips actually undertaken by eligible passengers. <b>Rejected:</b> Given the significant reduction in both commercial and concessionary patronage levels since the start of the pandemic bus operators have suffered considerable financial losses. Continuing to reimburse bus operators purely on the number of actual trips undertaken would have a catastrophic effect on their


	business, leading to reductions in service frequencies or full service withdrawals.			
<b>7</b>	<p><b>Financial implications:</b></p> <p>Given that the proposed payments are based on pre-pandemic concessionary patronage trends, which were downwards, payments to operators will be lower than in previous years and hence the cost of the 2021/22 financial year payments can be met from within our existing budgets.</p> <p>Strategic Planning &amp; Infrastructure has a Concessionary Fares budget to fund operator reimbursement, and this budget will not be under pressure as a result of the proposed payment method for the 2021-22 financial year.</p>			
<b>8</b>	<p><b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)</p>	<b>Yes</b>	<b>No</b>	<b>Per the Constitution, a key decision is one which:</b>
			✓	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
		✓		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>£1million</b>
		✓		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><b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b></p>	2 February 2021		
<b>9</b>	<p><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>	<p>The provision of the concessionary travel scheme supports the sustainable growth in Plymouth by providing residents with sustainable transport options to access employment, education, healthcare, leisure and retail opportunities.</p> <p><b>Links to the Corporate Plan:-</b></p> <p><b>Growing Plymouth:-</b> The concessionary travel scheme encourages use of the City's bus network by both residents and visitors, thereby supporting the long term financial viability of the network.</p> <p><b>Caring Plymouth:-</b> The concessionary travel scheme provides valuable links to shops, healthcare, employment, education and leisure for those citizens who do not have access to a car or who may be on low incomes. Without this scheme some residents would face an increased risk of isolation, due to the full cost of bus travel, thereby constraining their independence and impacting on their wellbeing</p> <p><b>Links to the Plymouth Plan:-</b></p>		

		Through the provision of the concessionary travel scheme the Council supports the use of sustainable transport modes as set out in the Plymouth Plan specifically policies SPT9 (5)5, where it states that the local Planning and Highway Authorities with key stakeholders will deliver: “realistic sustainable transport choices and increasing the integration of transport modes so that people have genuine alternative ways to travel.” SPT9 (6), which seeks to get the most out of our existing network and encourage behavioural change, SPT9(9) (delivering transport projects which provide a safe and effective transport system) and SPT (10) of the Plymouth and South West Devon Joint Local Plan and policies HEA6 (Delivering a safe, accessible, sustainable and health enabling transport system), GRO4 (Using transport investment to drive growth) and GRO7(Reducing carbon emissions and adapting to climate change) of the Plymouth Plan.
10	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	<p>On 8 March 2019, the Council declared a Climate Emergency and produced a number of key actions to achieve net zero carbon by 2030.</p> <p>The concessionary travel scheme supports the Councils efforts to reduce carbon emissions by providing an alternative sustainable transport option to the private car, and hence enabling behavioural change.</p> <p>Given that the scheme is free to the service user, this greatly encourages residents to leave their cars at home and use the bus. The income that this scheme generates for the bus operators goes some way towards contributing to the upgrading of their fleets to improve carbon emission rates.</p>

**Urgent decisions**

11	<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>
12a	<b>Reason for urgency:</b>			
12b	<b>Scrutiny Chair Signature:</b>		<b>Date</b>	
	<b>Scrutiny Committee name:</b>			
	<b>Print Name:</b>			

Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes	✓	
		No		(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Mark Lowry – Cabinet Member for Finance		
13c	Date Cabinet member consulted	January 2021		
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	✓	
15	Which Corporate Management Team member has been consulted?	Name	Anthony Payne	
		Job title	Strategic Director for Place	
		Date consulted	28 January 2021	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS101 20/21	
		Finance (mandatory)	djn.20.21.242	
		Legal (mandatory)	LS/36214/JP/230 221	
		Human Resources (if applicable)	N/A	
		Corporate property (if applicable)	N/A	
		Procurement (if applicable)	N/A	
Appendices				
17	Ref.	Title of appendix		
	A	Concessionary Fares – 2021-22 Bus Operator Payments		
	B	Concessionary Fares Equalities Impact Assessment		
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

		No	✓	publication by virtue of Part 1 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>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>18b</b>	<b>Confidential/exempt briefing report title:</b>							
<b>Background Papers</b>								
<b>19</b>	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.							
<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>
N/A								
<b>Cabinet Member Signature</b>								
<b>20</b>	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.							
<b>Signature</b>			<b>Date of decision</b>		3/3/21			
<b>Print Name</b>	Councillor Mark Coker							

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

Document is Restricted

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# EQUALITY IMPACT ASSESSMENT

Strategic Planning and Infrastructure – Concessionary Fares – 2021-22 Bus Operator Payments



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

<b>What is being assessed - including a brief description of aims and objectives?</b>	<p>This assessment relates to the continuation of concessionary fares reimbursement payments to bus operators at pre-pandemic levels.</p> <p>The English National Concessionary Travel Scheme provides a vital lifeline for many of the City's residents who are older or have disabilities making them more reliant on public transport to access services.</p> <p>A good public transport network is key to ensuring access to healthcare, employment, education, leisure and retail facilities, and to support this it is essential that bus operators continue to be reimbursed at pre-pandemic levels to ensure the long-term viability of their networks.</p> <p>It is anticipated that failure to continue to make payments at pre-pandemic levels will lead to reductions in service frequencies, and potential service withdrawals. In turn this would result in many concessionary customers feeling isolated and unable to access the services they need, particularly where they are in receipt of low incomes.</p> <p>A lack of access to public transport also leads to an increase in the number of vehicles on the city's road network adding to congestion in the city, and detrimentally impacting on air quality, as well as the city's efforts to become carbon neutral by 2030.</p>
<b>Author</b>	Debbie Newcombe, Sustainable Transport Programmes Co-ordinator
<b>Department and service</b>	Strategic Planning and Infrastructure, Sustainable Transport
<b>Date of assessment</b>	16 February 2021

## STAGE 2: EVIDENCE AND IMPACT

Protected characteristics (Equality Act)	Evidence and information (eg data and feedback)	Any adverse impact <small>See <a href="#">guidance</a> on how to make judgement</small>	Actions	Timescale and who is responsible
<b>Age</b>	<b>Background community data:</b>	Adverse impact if services are reduced in frequency or withdrawn as a result of	Seek to continue to	March 2021: SP&I

	<ul style="list-style-type: none"> <li>Plymouth has a population of 262,100</li> <li>The number of residents currently eligible for a concessionary bus pass on the grounds of age is 45,919 and this is expected to grow by 15,400 by 2034.</li> <li>Approximately 25,500 of residents in this age group have disabilities limited their ability to undertake day to day activities</li> </ul> <p><b>Public transport data:</b></p> <ul style="list-style-type: none"> <li>In 2019/2020 18,027,681 bus trips were made from the city, of which 5,098,348 (28%) were concessionary trips, made both by residents and visitors.</li> <li>There are currently 44,252 people living within Plymouth that hold a concessionary bus pass on the grounds of age.</li> </ul> <p>The result of the increasing longevity of people's lives is that there will be more people who are likely to be affected by mobility and other age related issues rendering them unfit to drive which could prevent them from accessing the services they need, if services were withdrawn as a result of reduced payments to operators.</p>	operator payments being reduced to reflect actual trips undertaken. This may mean that those entitled to a bus pass on the grounds of age may no longer be able to access the services they need.	provide concessionary reimbursement to bus operators at pre-pandemic levels	Sustainable Transport Team
<b>Disability</b>	<p><b>Background community data:</b></p> <ul style="list-style-type: none"> <li>Ten per cent of Plymouth's population declared that they have their day to day activities limited to a greater degree by a long-term health problem or disability.</li> <li>A total of 31,164 people declared themselves as having a long-term health problem or disability. This was from 28.5% of households which is slightly higher than the national figure of 25.7% of households.</li> <li>In 2013/14 1,297 adults registered with a GP in the city have some form of learning disability</li> </ul>	Adverse impact if services are reduced in frequency or withdrawn as a result of operator payments being reduced to reflect actual trips undertaken. This may mean that those entitled to a bus pass on the grounds of disability may no longer be able to access the services they need.	Seek to continue to provide concessionary reimbursement to bus operators at pre-pandemic levels	March 2021: SP&I Sustainable Transport Team

	<ul style="list-style-type: none"> <li>There are 25,500 residents of state pension age and 3,142 children who have a disability of some form.</li> </ul> <p><b>Public transport data:</b></p> <ul style="list-style-type: none"> <li>In 2019/2020 18,027,681 bus trips were made from the city, of which 5,098,348 (28%) were concessionary trips, made both by residents and visitors.</li> <li>There are currently 4,905 people living within Plymouth that hold a concessionary bus pass on the grounds of disability.</li> </ul>			
<b>Faith/religion or belief</b>	Concessionary travel is available to all those eligible to participate in the scheme regardless of their faith, religion or belief.	No potential impact has been identified	None	N/A
<b>Gender - including marriage, pregnancy and maternity</b>	Concessionary travel is equally accessible to men and women meeting the eligibility criteria	No potential impact has been identified	None	N/A
<b>Gender reassignment</b>	Concessionary travel is equally accessible to all meeting the eligibility criteria irrespective of gender re-assignment	No potential impact has been identified	None	N/A
<b>Race</b>	Concessionary travel is equally accessible to all meeting the eligibility criteria regardless of race.	No potential impact has been identified	None	N/A
<b>Sexual orientation - including civil partnership</b>	Concessionary travel is equally accessible to all meeting the eligibility criteria regardless of their sexual orientation.	No potential impact has been identified	None	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
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Reduce the gap in average hourly pay between men and women by 2020.	None	N/A
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.	None	N/A
Good relations between different communities (community cohesion)	The provision of the English National Concessionary Travel Scheme will promote good relations between all eligible residents, regardless of gender, ethnic background, sexual orientation, faith or disability, by helping everyone access key services on an equal basis.	N/A
Human rights Please refer to <a href="#">guidance</a>	The decision is consistent with the Human Rights Act.	N/A

STAGE 4: PUBLICATION

Responsible Officer



Date

19.02.21

Director, Assistant Director or Head of Service

# EXECUTIVE DECISION

made by a Council Officer



## REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL COUNCIL OFFICER

Executive Decision Reference Number – COD12 20/21


Decision	
1	<b>Title of decision:</b> Derriford Community Parks Strategic Walking and Cycling Improvements Scheme – phase 1 Contract Award
2	<b>Decision maker (Council Officer name and job title):</b> Paul Barnard, Service Director for Strategic Planning and Infrastructure
3	<b>Report author and contact details:</b> Robin Pearce/Chris Avent, Natural Infrastructure Team 01752 304233/304184 <a href="mailto:Robin.pearce@Plymouth.gov.uk">Robin.pearce@Plymouth.gov.uk</a> <a href="mailto:Chris.avent@plymouth.gov.uk">Chris.avent@plymouth.gov.uk</a>
4a	<b>Decision to be taken:</b> To appoint Avon Construction as the principal contractor for phase 1 of the Derriford Community Parks Strategic Walking and Cycling Improvements Scheme
4b	<b>Reference number of original executive decision or date of original committee meeting where delegation was made:</b> Executive Decision L2 19/20
5	<p><b>Reasons for decision:</b> Executive Decision L2 19/20 provided authorisation to spend the funding awarded to Plymouth City Council as part of the Transforming Cities Fund and authorises the procurement processes.</p> <p>The decision:-</p> <ul style="list-style-type: none"> <li>• Approves the Business Case</li> <li>• Allocates £7,652,615 to the Capital Programme to be funded by £7,594,850 DfT Transforming Cities Fund, £55,765 S106 and £2,000 revenue contributions.</li> <li>• Authorises the procurement process(es)</li> <li>• Delegates the award of the contract(s) to Paul Barnard, Service Director for Strategic Planning and Infrastructure</li> </ul> <p>£1,762,880 of the £7.6m forms the funding for the Derriford Community Paths project.</p>
6	<b>Alternative options considered and rejected:</b> The alternative options direct award would be to either carry out a formal tendering exercise or use an appropriate framework. Both these options would add delay to any appointment, impacting on the delivery timescale of the works and the impact of that on the funding terms and conditions. The market was tested on a competitive basis despite the direct award process and the appointed contractor was the only capable of delivery the scheme on time to budget. Seeking alternative contractors through repetition of the procurement route would lose the schemes funding, create reputational harm and not deliver the project whilst resulting in a significant revenue pressure for the council.
7	<p><b>Financial implications:</b></p> <p><b>Capital</b></p> <p>Phase 1 of the scheme is entirely funded through the Transforming Cities Fund tranche 1 award.</p>

	<b>Revenue</b> The scheme is revenue neutral.			
8	<b>Is the decision a Key Decision?</b> (please contact <b>Democratic Support</b> 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>£1million</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.
8b	<b>If yes, date of publication of the notice in the <u>Forward Plan of Key Decisions</u></b>	N/A		
9	<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>	<b>This scheme forms part of the TCF tranche one Northern Corridor Sustainable Transport Corridor programme, which delivers the following benefits:</b> <u><b>Climate emergency</b></u> Plymouth City Council declared a Climate Emergency in March 2019, pledging the city to become carbon neutral by 2030. Transport represents 28% of the city's carbon footprint, a proportion that is set to increase to 48% of the residual emissions under the net zero scenario even with an 80% reduction in emissions from transport. Encouraging more trips to be made by walking and cycling is essential if the Council's commitments are to be met. <u><b>Growing Plymouth</b></u> <i>Support the local economy and facilitate economic development</i> The very strong BCR set out in the economic appraisal for the TCF tranche 1 programme of walking and cycling improvements indicates a substantial benefit to the economy. There are 13, 000 new jobs planned on the northern corridor by 2034 via major employment sites, including nationally significant medical and education facilities, the Science Park, Becton Dickinson and Plessey. This bid improves access to these employment sites, enterprise zones and development sites offering employment opportunities. These growth areas include major employers Derriford Hospital, Plymouth Science Park, the International Medical and Technology Park, Marjons University and high-profile businesses, as well as some of the most deprived neighbourhoods in the south-west, that suffer from poor health and low levels of physical		



		<p>activity.</p> <p><i>Support housing delivery</i></p> <p>There are also 9,350 new houses planned on the corridor by 2034.</p> <p><i>Reduce carbon emissions by increasing the volume and proportion of journeys made by low carbon sustainable modes</i></p> <p>The whole corridor already experiences significant congestion with most junctions at or near to capacity at peak times. This will inevitably worsen, further impacting on reliability and attractiveness for all modes unless action is taken to improve the alternatives to the private car. This level of growth presents an opportunity to support that growth by dramatically increasing the use of healthy, low carbon, sustainable modes of transport and improving journey reliability.</p> <p><b><u>A Caring Council</u></b></p> <p>Two air quality management areas located on this corridor are expected to benefit.</p> <p>The benefits set out below can be expected to disproportionately benefit lower income groups:</p> <ul style="list-style-type: none"> <li>• Improved access to services, training and employment.</li> <li>• Encouraging modal shift away from the private car, thereby reducing congestion and accidents.</li> <li>• Reduced community severance</li> <li>• Reduced vehicle noise; several noise important areas are identified on the corridor.</li> </ul> <p>This scheme will also help address physical inactivity which is a major problem in Plymouth with just 18.6% of the adult population exercising for 30 minutes three times a week. Physical inactivity is estimated to cost the NHS £4.1 million pa with far greater costs to the wider economy.</p>		
10	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	This scheme is part of the Councils response to the climate emergence		
<b>Urgent decisions</b>				
11	<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 <a href="#">Democratic Support</a> for advice)
		<b>No</b>	X	(If no, go to section 13a)
12a	<b>Reason for urgency:</b>			
12b	<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>	X
		<b>No</b>	(If no go to section I4)
<b>I3b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>	<b>Councillor Mark Lowry Cabinet Member for Finance</b>	
<b>I3c</b>	<b>Date Cabinet member consulted</b>	01/16/2019	
<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>	X
<b>I5</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	<b>Anthony Payne</b>
		<b>Job title</b>	<b>Strategic Director for Place</b>
		<b>Date consulted</b>	<b>17.02.2021</b>
<b>Sign-off</b>			
<b>I6</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS105 20/21
		<b>Finance (mandatory)</b>	pl.19.20.291
		<b>Legal (mandatory)</b>	LS/34525/JP/313 20
		<b>Human Resources (if applicable)</b>	
		<b>Corporate property (if applicable)</b>	
		<b>Procurement (if applicable)</b>	SN/PS/574/ED/02 21
<b>Appendices</b>			
<b>I7</b>	<b>Ref.</b>	<b>Title of appendix</b>	
	A	Briefing report for publication ( <i>mandatory</i> )	
	B	Equalities Impact Assessment ( <i>where required</i> )	
<b>Confidential/exempt information</b>			

<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>	<input checked="" type="checkbox"/>	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.				
		<b>No</b>	<input type="checkbox"/>					
		<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>18b</b>	<b>Confidential/exempt briefing report title: Contract Award Report Part 2</b>							
<b>Background Papers</b>								
<b>19</b>	<p>Please list all unpublished, background papers relevant to the decision in the table below.</p> <p>Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</p>							
<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>Council Officer Signature</b>								
<b>20</b>	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.							
<b>Signature</b>				<b>Date of decision</b>		11.2.21		
<b>Print Name</b>		Paul Barnard						

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# **PROCUREMENT GATEWAY 3 - CONTRACT AWARD REPORT - PART I**

20729 – Derriford Community Park Improvement Scheme



## **I. INTRODUCTION**

This contract award report is in relation to the procurement of Derriford Community Park Strategic Cycling Network – Phase I.

The Derriford Community Park Strategic Walking and Cycling Scheme identifies 5.6 km of new off-road strategic cycle network within the Bircham, Forder and Seaton Valleys. The scheme forms delivery of the next phase of the Derriford Community Park project which realises a long term aspiration to build a public park, Local Nature Partnership Enterprise Hub and community farm on 147 hectares of greenspace in the north of city creating a north/south off-road cycling and walking route between Marsh Mills and Derriford Hospital/Plymouth Science Park with east/west links between the Forder Valley Link Road and Crownhill and Derriford Hospital/Plymouth Science Park and the Tavistock Road Northern Corridor. The benefits of the delivery of this scheme include increasing transport choice, permeability, access to greenspace, supporting carbon neutrality and linking communities to sources of employment in the Northern corridor growth area.

This contract award is for the first phase of the scheme which will deliver the first phase of the network connecting the Crownhill neighbourhood with the new Forder Valley Link Road and Poole Farm.

The main works for the first phase of the scheme is programmed to start on 17 February 2021 with enabling works and tree clearance. The work is programmed to take 20 weeks.

## **2. BACKGROUND**

### **SCHEME OBJECTIVES**

Plymouth's population is forecast to reach 300,000 by 2034, an increase of 17%, with an accompanying increase in economic opportunity. Modelling forecasts show that by 2034, even with currently committed transport schemes and modal shift away from private car to sustainable transport of between 5 and 10%, congestion will worsen. Specifically, congestion is impacting on public transport reliability on the Northern corridor.

28% of Plymouth households do not have access to a vehicle, with this increasing to 45% in some neighbourhoods served by the northern corridor. An expanding and improving walking and cycling network, linking to new jobs in key growth areas will help create inclusive, low carbon growth, improve productivity and address unemployment which is currently 4.7% – 1.4% higher than the regional average, and 0.3% higher than the national average.

To address this sustainably, and help make Plymouth an attractive place in which to live, work and invest, the Joint Local Plan identifies that major infrastructure investments are needed. With 67% of Plymouth commuters working in the city, and with 38% of car journeys less than 2km, walking and cycling have a key role to play.

With transport representing around 28% of carbon emissions<sup>1</sup>, a proportion that is set to increase substantially, investment in walking and cycling to reduce overall car trips through a substantial

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<sup>1</sup> <http://naei.beis.gov.uk/>

transfer from private car is essential if we are to meet the Council's pledge to make Plymouth carbon neutral by 2030. This scheme will also help address physical inactivity which is a major problem in Plymouth with just 18.6% of the adult population exercising for 30 minutes three times a week. Physical inactivity is estimated to cost the NHS £4.1 million pa with far greater costs to the wider economy.

The scheme will also realise a long held corporate aspiration which was initially developed by the Derriford and Southway Area Planning Framework in 2005, which was then embedded in the Plymouth Core Strategy, Derriford and Seaton Area Action Plan and finally began to become a reality as a result of the Seaton Neighbourhood Planning Application. The Derriford Community Park Masterplan produced in 2012 set out the vision for the Park and was agreed in wide consultation with the public.

Successful delivery of a new park is an important part of the Joint Local Plan as the site is one of 6 Strategic Green Spaces. Significant steps have already been made towards achieving many of the social and environmental outcomes of the project as well as beginning to ensure that the capital investment on the project is developing a sustainable financial future for the Park. The project aligns with the delivery of many national objectives including the government's 25 year Plan for the Environment and Children in Nature programme.

### **STAKEHOLDER SUPPORT**

Initial project scoping discussions identified the existing primary and secondary access points to the Community Park site and were, along with the management plan for the Local Nature Reserves (LNRs), used to form the basis for stakeholder engagement and public consultation on how the existing provision could be expanded upon to improve the permeability and enjoyment of the site in a manner compatible with the sensitive nature of the land as designated LNR.

Public consultation events were undertaken in January 2018 in the communities which surrounded the Derriford Community Park site as below:-

- Thursday 11 January – Widey Court Primary School,
- Monday 15 January – St Matthews Primary School
- Wednesday 17 January – Crownhill Methodist Church
- Saturday 20 January – Poole Farm
- Thursday 25 January – Estover Community College

Posters and flyers were erected in community hubs in the target areas along with press coverage and the public were able to view the plans online where they could also comment on the Limehouse consultation portal which was available between the 8th to the 29th January 2018. A Paper copy of the online survey was also available and used at events and distributed to key stakeholders of Poole Farm.

A total of 52 responses were received and these were carefully considered to sense check initial proposals and identify opportunities to inform scheme development to an outline design phase.

**This scheme forms part of the TCF tranche one Northern Corridor Sustainable Transport Corridor programme, which delivers the following benefits:**

#### **Climate emergency**

Plymouth City Council declared a Climate Emergency in March 2019, pledging the city to become carbon neutral by 2030. Transport represents 28% of the city's carbon footprint, a proportion that is set to increase to 48% of the residual emissions under the net zero scenario even with an 80% reduction in emissions from transport. Encouraging more trips to be made by walking and cycling is essential if the Council's commitments are to be met.

### **Growing Plymouth**

The very strong BCR set out in the economic appraisal for the TCF tranche 1 programme of walking and cycling improvements indicates a substantial benefit to the economy. There are 13,000 new jobs planned on the northern corridor by 2034 via major employment sites, including nationally significant medical and education facilities, the Science Park, Becton Dickinson and Plessey. This bid improves access to these employment sites, enterprise zones and development sites offering employment opportunities. These growth areas include major employers Derriford Hospital, Plymouth Science Park, the International Medical and Technology Park, Marjons University and high-profile businesses, as well as some of the most deprived neighbourhoods in the south-west, that suffer from poor health and low levels of physical activity.

### **Support housing delivery**

There are also 9,350 new houses planned on the corridor by 2034. The whole corridor already experiences significant congestion with most junctions at or near to capacity at peak times. This will inevitably worsen, further impacting on reliability and attractiveness for all modes unless action is taken to improve the alternatives to the private car. This level of growth presents an opportunity to support that growth by dramatically increasing the use of healthy, low carbon, sustainable modes of transport and improving journey reliability.

### **A Caring Council**

Two air quality management areas located on this corridor are expected to benefit.

The benefits set out below can be expected to disproportionately benefit lower income groups:

- Improved access to services, training and employment.
- Encouraging modal shift away from the private car, thereby reducing congestion and accidents.
- Reduced community severance
- Reduced vehicle noise; several noise important areas are identified on the corridor.

This scheme will also help address physical inactivity which is a major problem in Plymouth with just 18.6% of the adult population exercising for 30 minutes three times a week. Physical inactivity is estimated to cost the NHS £4.1 million pa with far greater costs to the wider economy.

## **3. PROCUREMENT PROCESS**

The Council's Contract Standing Orders have been followed in order to procure a contractor to undertake the works required.

## **4. TENDER EVALUATION CRITERIA**

Evaluation was undertaken in accordance with the overall evaluation strategy for the project.

The Council evaluated the supplier's submission as a two stage process. The first stage is known as the suitability assessment stage and the second as the award stage.

The first stage consists of an assessment of the Supplier's suitability to deliver the works and checking that all required documents are completed and submitted. Only if the Supplier passes this first stage will they have their submission evaluated at the second stage.

The award stage considers the merits of the quotation and only technical, pricing and social value criteria that are linked to the subject matter of the contract are used.

Stage 1- Suitability Assessment

The suitability assessment criteria is as follows:

- Section 1: Supplier Details
- Section 2: Financial information
- Section 3: Insurance
- Section 4: Health and safety
- Section 5: Equalities and diversity
- Section 6: Environmental Management
- Section 7: Quality Management
- Section 8: Technical Ability
- 

The scoring methodology used was as follows:

Response	Resulting action
Meets minimum expectations	PASS -proceed with procurement
Some minor concerns	CLARIFY- concerns discussed and response resubmitted
Major/unacceptable concerns	FAIL- end procurement process

Stage 2- Award

The award criteria is as follows:

- Section 1: National Skills Academy
- Section 2: Project Delivery and Risks
- Section 3: Programming
- Section 4: Project Team
- Acceptance of a set of mutually agreed Terms and Conditions
- Commitment to deliver Social Value outcomes
- Price ( within Budget)

The scoring methodology used was as follows:

Response	Resulting action
Meets minimum expectations	PASS -proceed with procurement
Some minor concerns	CLARIFY- concerns discussed and response resubmitted
Major/unacceptable concerns	FAIL- end procurement process



## 5. SUMMARY OF EVALUATION

Responses were independently evaluated by Council Officers and external consultant, all of whom have the appropriate skills and experience, in order to ensure transparency and robustness in the process.

The outcome of this review is contained within the confidential Part II paper.

## 6. FINANCIAL IMPLICATIONS



Financial provision has been made for this contract within the project budget. The first phase of this scheme, that is the subject of this decision, is entirely funded from Transforming Cities Fund tranche 1 funding award.

## 7. RECOMMENDATIONS

It is recommended that a contract be awarded to the successful supplier on NEC4 Engineering Construction Contract – Option A Terms & Conditions.

## 8. APPROVAL

### Authorisation of Contract Award Report

Author (Responsible Officer / Project Lead)			
<b>Name:</b>	Chris Avent		
<b>Job Title:</b>	Green Estate Manager		
<b>Additional Comments (Optional):</b>			
<b>Signature:</b>		<b>Date:</b>	11.02.2021
Head of Service / Service Director [Signature provides authorisation to this award report and award of Contract]			
<b>Name:</b>	Paul Barnard		
<b>Job Title:</b>	Service Director – Strategic Planning & Infrastructure		
<b>Additional Comments (Optional):</b>			
<b>Signature:</b>		<b>Date:</b>	11.2.21

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

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# TRANSFORMING CITIES FUND – TRANCHE I

Creating a world class sustainable transport system.



STAGE I: What is being assessed and by whom?	
What is being assessed - including a brief description of aims and objectives?	<p><b>Transforming Cities Fund – Tranche I</b></p> <p><u>Aims:</u></p> <ul style="list-style-type: none"> <li>• Improvements to walking and cycling, improving both the main north/south and east/west corridors and access to these corridors, thereby increasing the catchment area for access to the main cycle routes.</li> <li>• An extension of real time information provision to encourage bus patronage and an improved journey experience, through new or upgraded Real Time Passenger Information screens, new bus shelters and web departure boards in key employment locations.</li> <li>• A significant increase in Electric Vehicle chargepoints removing one of the barriers to drivers switching to EV and ensuring the city has the infrastructure to encourage and grow EV use.</li> <li>• Improvements for the passenger experience at Plymouth Stations. <ul style="list-style-type: none"> <li>○ Plymouth Station Tranche I bid will provide improvements to the concourse, including a new, wider Gatelane which is currently a source of passenger delay and congestion.</li> </ul> </li> </ul>

**STAGE 1: What is being assessed and by whom?**

	<b>Objectives:</b> <ul style="list-style-type: none"> <li>• Support the local economy and facilitate economic development, for example by improving access to centres of employment, Enterprise Zones, and development sites that have the potential to create additional jobs, reducing congestion, or improving the reliability and predictability of journey times.</li> <li>• Reduce carbon emissions.</li> <li>• Support housing delivery.</li> <li>• Bring about improvements to air quality, particularly to support compliance with legal limits in those areas where NO2 exceedances have been identified and are in the process of developing plans.</li> </ul>		
Responsible Officer	Sally Farley		
Department and Service	Strategic Planning and Infrastructure		
Date of Assessment	21/12/2018		

**STAGE 2: Evidence and Impact**

Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Actions	Timescale and who is responsible?
Age	50+ Plymouth - 34.1% (nationally - 33.3%) • 75+ Plymouth -	The scheme is not anticipated to have any adverse impact on specific age groups.	N/A	N/A




<b>STAGE 2: Evidence and Impact</b>				
<b>Protected Characteristics (Equality Act)</b>	<b>Evidence and information (e.g. data and feedback)</b>	<b>Any adverse impact?</b>	<b>Actions</b>	<b>Timescale and who is responsible?</b>
	7.6% (nationally - 7.5%) • 0-15 Plymouth - 17.5% (nationally - 20.2%) • Over 75's predicted to rise faster than any other group (19k in 2011 to 24k in 2021).			
<b>Disability</b>	31,164 people declared themselves having long term health problem or disability.	The scheme is not anticipated to have any adverse impact on specific disability groups.	Crossings and other facilities will be provided to support the visually and mobility impaired.	
<b>Faith, Religion or Belief</b>	<b>Christian</b> 148,917 people (58.1%). <b>Islam</b>	The scheme is not anticipated to have any adverse impact on specific faiths, religions	N/A	

<b>STAGE 2: Evidence and Impact</b>				
<b>Protected Characteristics (Equality Act)</b>	<b>Evidence and information (e.g. data and feedback)</b>	<b>Any adverse impact?</b>	<b>Actions</b>	<b>Timescale and who is responsible?</b>
	<p>2,078 people (0.8%).</p> <p><b>Buddhism</b></p> <p>881 people (0.3%).</p> <p><b>Hinduism</b></p> <p>567 people (0.2%) described their religion as Hindu.</p> <p><b>Judaism</b></p> <p>168 people (0.1%)</p> <p><b>Sikhism</b></p> <p>89 people (&lt;0.1%)</p>	or beliefs.		
Gender - including marriage, pregnancy and maternity	<p>50.6% of population are women.</p> <p>Of those aged 16 and over 90,765 (42.9%) people are married. 5,190 (2.5%) are separated and still legally married or legally in a same-sex civil partnership. 7</p> <p>34 Civil Partnership Formations in Plymouth in 2013</p>	<p>The scheme is not anticipated to have any adverse impact on specific faiths, religions or beliefs.</p>	N/A	

<b>STAGE 2: Evidence and Impact</b>				
<b>Protected Characteristics (Equality Act)</b>	<b>Evidence and information (e.g. data and feedback)</b>	<b>Any adverse impact?</b>	<b>Actions</b>	<b>Timescale and who is responsible?</b>
	0 Teenage conceptions in Derriford West & Crownhill in 2012.			
<b>Gender Reassignment</b>	26 referrals from Plymouth were made to the Newton Abbot clinic, in 2013/14 to February 6.	The scheme is not anticipated to have any adverse impact on specific gender reassignment.	N/A	
<b>Race</b>	92.9% of Plymouth's population identify themselves as White British.  7.1% identify themselves as Black and Minority Ethnic (BME) with White Other (2.7%), Chinese (0.5%) and Other Asian (0.5%) the most common ethnic groups.	The scheme is not anticipated to have any adverse impact on specific race.	N/A	
<b>Sexual Orientation -including Civil Partnership</b>	It estimated that there are 12,500 – 17,500 Lesbian, gay or bi-sexual people aged over 16.	The scheme is not anticipated to have any adverse impact on specific sexual	N/A	

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Actions	Timescale and who is responsible?
		orientation group.		

STAGE 3: Are there any implications for the following? If so, please record 'Actions' to be taken				
Local Priorities	Implications	Timescale and who is responsible?		
Reduce the inequality gap, particularly in health between communities.	It is not anticipated to have an impact on the inequality gap, particularly in health between communities.	2019/2020 Head of Transport, Infrastructure & Investment.		
Good relations between different communities (community cohesion).	It is not anticipated to have an impact on good relations between communities.	2019/2020 Head of Transport, Infrastructure & Investment.		
Human Rights	It is not anticipated that people's human rights will be impacted upon by the scheme.	2019/2020 Head of Transport, Infrastructure & Investment.		

STAGE 4: Publication				
Director, Assistant Director/Head of Service approving EIA.		Date	22/05/2019	