



Oversight and Governance

Chief Executive's Department

Plymouth City Council

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Delegated Decisions

Delegated Executive/Officer Decisions

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

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

Notice of call-in for non-urgent decisions must be given to the Democratic Support Unit by 4.30pm on Wednesday 21 July 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 two Cabinet Member decisions detailed below may be implemented on Thursday 22 July 2021 if they are not called-in. The urgent decision may be implemented immediately.

Delegated Decisions

1. Councillor Jonathan Drear, Cabinet Member for Transport:

1.1. Blue Badge Support For Persons With Terminal Illness **(Pages 1 - 22)**

1.2. THE CITY OF PLYMOUTH (TRAFFIC REGULATION ORDERS) (AMENDMENT No. 2021.2137250 - Arlington Road) ORDER **(Pages 23 - 34)**

2. Alison Botham, Director of Children's Services:

2.1. Urgent Decision - Direct Award for Managed Social Work Service in Children's Social Work **(Pages 35 - 48)**

EXECUTIVE DECISION

made by a Cabinet Member




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

Executive Decision Reference Number – T3 21/22

Decision			
1	Title of decision: Blue Badge support for persons with terminal illness		
2	Decision maker (Cabinet member name and portfolio title): Cllr Drean, Cabinet Member for Transport		
3	Report author and contact details: Mike Artherton, Group Manager Plymouth Highways		
4	Decision to be taken: To approve amendments to the current disabled driver parking space (DDPS) policy and to raise greater awareness that persons with a terminal illness may be able to apply for a Blue Badge		
5	Reasons for decision: The amendments to the policy help to provide greater support blue badge holders with terminal illness		
6	Alternative options considered and rejected: Not to approve the amendments to the Disabled Driver Parking Space policy or raise greater awareness that persons with terminal illness may be able to apply for a Blue Badge has been considered and rejected. This would not provide any further support to blue badge holders with terminal illness.		
7	Financial implications: There are no financial implications in raising greater awareness that persons with terminal illness may be able to apply for a Blue Badge. Approving the amendments to the current DDPS policy would result in an increase of £50 to the cost of marking a disabled bay on the highway.		
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	No	Per the Constitution, a key decision is one which:
No		in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total	
No		in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1 million	
No		is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.	

	If yes, date of publication of the notice in the Forward Plan of Key Decisions			
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	This decision supports the Councils Corporate Plan, specifically our priorities to care for people and communities and our values of being a responsible and fair Council.		
10	Please specify any direct environmental implications of the decision (carbon impact)	None		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No	x	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?			
		No	x	(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?			
13c	Date Cabinet member consulted			
14	Has any Cabinet member declared a conflict of interest in relation to the decision?			If yes, please discuss with the Monitoring Officer
		No	x	
15	Which Corporate Management Team member has been consulted?	Name	Craig McArdle	
		Job title	Strategic Director for People	

		Date consulted	02/07/21					
Sign-off								
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS16 21/22					
		Finance (mandatory)	djn.21.22.51					
		Legal (mandatory)	LS/36932/JP/080821					
		Human Resources (if applicable)	n/a					
		Corporate property (if applicable)	n/a					
		Procurement (if applicable)	n/a					
Appendices								
17	Ref.	Title of appendix						
	A	Briefing report for publication (<i>mandatory</i>)						
	B	Equalities Impact Assessment (<i>where required</i>)						
	C	Proposed Disabled Driver Parking Spaces Policy						
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
Proposed Disabled Driver Parking Space Policy							
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	12/07/2021			
Print Name	Cllr Jonathan Drea						

I. INTRODUCTION

- 1.1. The Council understands that dealing with terminal illness can be extremely difficult, both for the individual and the wider family. This report puts forward proposals to aimed at providing greater support to people with terminal illness.
- 1.2. This report sets out proposed amendments to the Councils Disabled Driver Parking Spaces (DDPS) policy, sets out how Plymouth City Council prioritise applications for Blue Badges and proposals to raise greater awareness that persons with a terminal illness may be able to obtain a Blue Badge.
- 1.3. The proposals within this report support the Council in achieving our vision to be 'One of Europe's most vibrant waterfront cities, where an outstanding quality of life can be enjoyed by everyone' and supports the Councils priorities as a **Caring for People and Communities** through providing additional support to blue badge holders who are dealing with terminal illness.
- 1.4. The proposals within this report support our values as a **Responsible** Council, ensuring we take responsibility to seek to support people dealing with terminal illness, to seek to support ease difficulties with access to and from their dwellings.
- 1.5. The proposals within this report support our values as a **Fair** Council, adopting an inclusive and considerate approach to supporting the wider needs of blue badge holders dealing with terminal illness.
- 1.6. The proposals within this report support the delivery of the administration pledge to fast-track applications for Blue Badges and disabled parking spaces for those with terminal illness.

2. BACKGROUND

Blue Badge Scheme

- 2.1. Plymouth City Council administer applications for Blue Badges in Plymouth, on behalf of the Department for Transport. Plymouth City Council issue over 4,000 blue badges per year.
- 2.2. Plymouth City Council do not set the qualifying criteria for a Blue Badge, this is set by the Department for Transport. Plymouth City Council apply these criteria's when determining applications.
- 2.3. Applications for Blue Badges are made online, using the Department for Transport application portal, via the Government GOV.UK website. Applications are then provided to Plymouth City Council.
- 2.4. The Department for Transport advises applicants to allow up to 12 weeks to receive their Blue Badge, which allows for any further medical assessments, however, applicants who automatically qualify and have provided completed applications can normally expect to receive their badges within 4 weeks.
- 2.5. The Department for Transport has outsourced the production and postage of Blue Badges to APS Group as part of a national contract. Plymouth City Council does not produce or post Badges.

- 2.6. The Council applies the Department for Transport assessment criteria to determine whether an application is declined, approved or whether an application requires further assessment. In accordance with Department for Transport guidance, Plymouth City Council uses Expert Assessors, who are independent health care professionals to determine the outcome of applications requiring further assessment.

Disabled Driver Parking Spaces

- 2.7. Plymouth City Council provides a service whereby blue badge holders meeting criteria defined by the Council, can apply for a disabled driver parking space (DDPS), a disabled bay which placed near their home to support access to and from the home.
- 2.8. The provision of a DDPS bays is not a statutory service, but one which Plymouth City Council has offered since 1998, to provide additional support to persons with severe mobility impairment. Over this period, Plymouth has supported over 2,500 blue badge holders, across over 800 streets in Plymouth, to better access their homes.
- 2.9. The DDPS policy was last reviewed in January 2017, where an application fee of £40 was introduced. The administration fee was to contribute to the administrative costs of the service and due to the number of people applying, who openly expressed they knew they did not meet the criteria for a disabled space, however still applied as there was no cost. There is currently no fee for the marking or ongoing maintenance of a DDPS.
- 2.10. A DDPS bay is 'linked' to an individual's Blue Badge. This means that the need and eligibility for a bay is reviewed every 3 years, where a blue badge must be renewed every 3 years. The DDPS will be provided for as long as the person continues to meet the qualifying criteria (see 3.4) for a DDPS, which includes holding a valid blue badge.
- 2.11. Whilst every endeavour is made to support applicants, it is regrettably possible that an applicant meeting all the criteria may have their application declined due to the presence of traffic restrictions or where the introduction of a bay may present a safety issue to other road users.
- 2.12. Upon a successful application a works order to mark the bay is issued to our Highways contractor, Southwest Highways. Bays are usually installed within 30 days of an application being approved.

3. CURRENT POSITION

Blue Badges – Terminal Illness

- 3.1. A person with a terminal illness can apply to the Department for Transport for a Blue Badge where they are unable to walk or find walking difficult. The Department for Transport requires that an application made under terminal illness is accompanied by DSI 500, a government form completed by a doctor or other healthcare professional, or another form of proof of how someone's terminal illness affects their walking.
- 3.2. When applications are passed to the Council, the Council can identify applications that have been made under terminal illness. These applications are processed by the Council within one working day.

Disabled Driver Parking Spaces – Terminal Illness

3.3. The current DDPS policy does not specifically cover terminal illness.

3.4. The current DDPS policy requires that the applicant: -

- Have a valid blue badge due to a permanent and substantial disability, which means being unable to walk, or have considerable difficulty in walking any distance.
- Be the driver of the vehicle that will use the disabled space.
- Have a consistent difficulty locating a parking space near to home.
- Not have any form of off-street parking.

3.5. The current policy sets out that a DDPS bay will not be provided to: -

- Husbands, wives, parents, relatives, or any named nominated driver of the applicant even if they live at the address and/or provide transport to the blue badge holder.
- To resolve driveway/garage access problems.
- To act as ‘keep clear’ areas for visiting vehicles such as taxis or in other cases, where the space would only be used for part of the time.

4. PROPOSALS

4.1. The central principal in our approach is to ensure that terminally ill individuals are provided with the support they need, when they most need it. Considering this, with the Councils commitment to provide further support for people with a terminal illness, it is proposed to:

Blue Badges

4.2. Whilst the Council does prioritise applications for Blue Badges made under terminal illness, there is an opportunity to raise greater awareness that individuals with a terminal illness may be able to apply for a Blue Badge and how to go about this.

4.3. It is therefore proposed to: -

- 4.3.1. Review the information made available through the Council, such as our Blue Badge webpages, to raise greater awareness that someone with terminal illness may be able to apply for a Blue Badge;
- 4.3.2. To explore further opportunities to work with our Social Care Services, Mustard Tree Macmillan Cancer and Information Support Centre to raise greater awareness that someone with terminal illness may be able to apply for a Blue Badge.

Disabled Driver Parking Spaces

4.4. It is proposed to amend the current DDPS policy, adding in section 4 to the current policy, to include Blue Badge holders with a terminal illness as qualifying for a DDPS.

4.5. In consideration of difficulties faced by blue badge holders coming to terms with terminal illness it is also proposed to reduce the qualifying criteria. It is proposed to define the criteria as:

- Applicant must hold a valid Blue Badge.
 - Applicant must drive a vehicle that is registered and kept at their address or, if the terminal applicant does not drive, the driver of the vehicle must permanently reside at the same address.
 - Must not have any accessible alternative off-street parking facilities (owned or rented) e.g., garage, driveway or hard standing.
- 4.6. Removing the requirement for the applicant to demonstrate difficulty parking will make applications easier and faster to submit. Furthermore, it is proposed that the determination of applications received under terminal illness will be fast tracked, processed by an officer within 1 working day, and expedited orders raised to our Highways contractor, Southwest Highways, to have bays installed within 7 days.

5. FINANCIAL IMPLICATIONS

- 5.1. There are no financial implications associated with implementing changes to the Blue Badges webpages or engaging with other support services to raise greater awareness to the ability for persons with terminal illness to apply for a Blue Badge.
- 5.2. In 2019/20, (20/21 service was disrupted due to Covid) the cost to Highways to deliver disabled driver parking spaces was £18,050, where £2,760 was received through application fees; a net cost of £15,290.
- 5.3. It is not possible to accurately determine the financial implications of changing the disabled driver parking policy as this would require an understanding of the numbers of Blue Badge holders whom, regrettably, have a terminal illness and apply for a bay. The additional cost of this policy amendment is associated with the fees to install a disabled driver parking space.
- 5.4. The current average cost to install a disabled parking space is £160, based on a 30 day installation. This would however increase by a further £50, per bay, based on an expedited works order of 7 days.

6. RECOMMENDATION

- 6.1. It is recommended to implement all the proposals as set out within this report to deliver the Council's commitment to fast-track applications for Blue Badges and disabled driver parking spaces, providing further support to individuals coming to terms with terminal illness.

EQUALITY IMPACT ASSESSMENT

Plymouth Highways (Parking)



STAGE 1: WHAT IS BEING ASSESSED AND BY WHOM?

What is being assessed - including a brief description of aims and objectives?	<ul style="list-style-type: none"> ○ The executive decision to expedite applications for Blue Badges and Disabled Persons Parking Spaces where there is a terminal illness diagnosis.
Author	Darren Stoneman
Department and service	Plymouth Highways (Parking)
Date of assessment	06/07/2021

STAGE 2: EVIDENCE AND IMPACT

Protected characteristics (Equality Act)	Evidence and information (eg data and feedback)	Any adverse impact See guidance on how to make judgement	Actions	Timescale and who is responsible
Age	<ul style="list-style-type: none"> ▪ The average age in Plymouth (39.0 years) is about the same as the rest of England (39.3 years), but less than the South West (41.6yrs). • Of the 16 SW authorities we have the third lowest percentage of older people (75), and the fifth highest percentage of children 	This is a positive action which will provide much needed expedience to the Blue Badge and Disabled Person Parking Space process where the applicant has had a diagnosis of a terminal illness	To ensure report is written and signed by appropriate delegated authority,	July 2021- Mike Artherton

	<p>and young people (under 18).</p> <ul style="list-style-type: none"> • Children and young people (CYP) under 18 account for 19.8 per cent of our population, within this 88.8 per cent are under 16. • In December 2016 it was estimated that 5.5% of young people in our city aged between 16 and 18 were not in Education, Employment or Training (NEET) young people. Of those 457 young people who are NEET, approximately 25 % are known to have specific vulnerabilities. • The proportion of the working age population (16-64) is higher (66.1 per cent) than regionally (62.8 per cent) and nationally (64.7 per cent). • Plymouth has the sixth highest percentage of working age people in the South West. 			
<p>Disability</p>	<ul style="list-style-type: none"> • A total of 31,164 people (from 28.5 per cent of households) declared themselves as having 	<p>This is a positive action which will provide much needed expedience to the Blue Badge and Disabled Person Parking Space process</p>	<p>Communicated to Local disability groups (PADAN)</p>	<p>August 2021 - Darren Stoneman</p>

	<p>a long-term health problem or disability (national figure 25.7 per cent of households), compared with the total number of people with disabilities in UK (11,600,000).</p> <ul style="list-style-type: none"> • 10 per cent of our population have their day-to-day activities limited a lot by a long-term health problem or disability. • 1,297 adults registered with a GP in Plymouth have some form of learning disability (2013/14). • Plymouth schools report that of every 1,000 children 17.5 have a learning difficulty. • There are 27166 adults with a disability in work. • There are 23,407 carers aged between 18 and 64 in Plymouth known to our services. • There are 17,937 state pension age 	<p>where the applicant has had a diagnosis of a terminal illness</p>		
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	<p>people with disability.</p> <ul style="list-style-type: none"> • There are 3,142 children with disability. • National figures in March 2014, record that 143,400 people were registered as blind, a decrease of 4,400 (three per cent) from March 2011. • Similarly 147,700 people were registered as partially sighted, a decrease of 3,300 (two per cent) from March 2011. Our Translate Plymouth services recorded that BSL is amongst our most requested languages. • Over 13,000 people in our City are currently dependent on ESA. 			
<p>Faith/religion or belief</p>	<ul style="list-style-type: none"> • 84,326 (32.9 per cent) of the Plymouth population 	<p>The proposals will have no impact on any individual based on faith / religion or belief.</p>	<p>None</p>	<p>N/A</p>

	<p>stated they had no religion.</p> <ul style="list-style-type: none"> • Those with a Hindu, Buddhist, Jewish or Sikh religion combined totalled less than 1 per cent. • Christianity: 148,917 people (58.1 per cent), decreased from 73.6 per cent since 2001. • Islam: 2,078 people (0.8 per cent), doubled from 0.4 per cent since 2001. • Buddhism: 881 people (0.3 per cent), increased from 0.2 per cent since 2001. • Hinduism: 567 people (0.2 per cent) described their religion as Hindu, increased from 0.1 per cent since 2001. • Judaism: 168 people (0.1 per cent), decreased from 181 people since 2001. • Sikhism: 89 people (less than 0.1 per cent), increased from 56 people since 2001. • 0.5 per cent of the population had a current religion that was not Christianity, 			
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	<p>Islam, Buddhism, Hinduism, Judaism or Sikh, such as Paganism or Spiritualism.</p>			
<p>Gender - including marriage, pregnancy and maternity</p>	<ul style="list-style-type: none"> • Overall 50.6 per cent of our population are women and 49.4 per cent are men: this reflects the national figure of 50.8 per cent women and 49.2 per cent men. • There were 3280 births in 2011. Birthrate trends have been on the increase since 2001, but since 2010 the number of births has stabilised. Areas with highest numbers of births include Stonehouse (142), Whiteleigh (137) and Devonport (137). • Of those aged 16 and over, 90,765 people (42.9 per cent) are married. 5,190 (2.5 per cent) are separated and still legally married or legally in a same-sex civil partnership. 	<p>The proposals will have no impact on any individual based on gender.</p>	<p>None</p>	<p>N/A</p>

	<ul style="list-style-type: none"> In Plymouth in 2017 the mean difference between average hourly earnings (excluding overtime) of men and women as a proportion of average hourly earnings (excluding overtime) of men was 11.3%, the median difference was 14.9%. (ASHE) Women employed by Plymouth City Council currently earn 97.4% of the average full time hourly wages of their male colleagues. (PCC Data) 			
<p>Gender reassignment</p>	<ul style="list-style-type: none"> Recent surveys have put the prevalence of transgender people between 0.6 and 1% of population (some very recent reports have upped this to 2%). Over the last 8 years the prevalence of transgendered people in the UK has been increasing at an average rate of 20%+ per annum in adults and 50% for children. 	<p>The proposals will have no impact on any individual based on gender reassignment</p>	<p>None</p>	<p>N/A</p>

Race	<ul style="list-style-type: none"> 92.9% of people living in the city identify themselves as White British 7.1% identify themselves as Black and Minority Ethnic 	The proposals will have no impact on any individual based on Race	None	N/A
Sexual orientation - including civil partnership	<ul style="list-style-type: none"> There are no definitive data on sexual orientation at a local or national level. A recent estimate from the 2015 ONS Annual Population Survey (APS) suggests that 1.7 per cent of the UK population is LGB: if this figure was applied to Plymouth it would mean that there are approximately 3,649 LGB people in the city. 	The proposals will have no impact on any individual based on Sexual Orientation	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
Reduce the gap in average hourly pay between men and women by 2020.	There are no implications	N/A
Increase the number of hate crime incidents reported and maintain good satisfaction rates in dealing	There are no implications	N/A

with racist, disablist, homophobic, transphobic and faith, religion and belief incidents by 2020.		
Good relations between different communities (community cohesion)	There will be a positive impact as those with a documented need for parking will be able to access safe parking close to their property and key services when needed	N/A
Human rights Please refer to guidance	There are no implications	N/A

STAGE 4: PUBLICATION

Responsible Officer Mike Artherton

Date 05/07/2021

Parking, Highway and CCTV Group Manager

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DISABLED DRIVERS PARKING SPACE POLICY

Parking Services, Plymouth Highways



1. INTRODUCTION

- 1.1. This policy supports the Council in achieving our vision to be 'One of Europe's most vibrant waterfront cities, where an outstanding quality of life can be enjoyed by everyone' and supports the Council's priorities as a **Caring for People and Communities** through providing additional support to blue badge holders who are dealing with terminal illness.
- 1.2. The proposals within this report support our values as a **Responsible** Council, ensuring we take responsibility to support people with disabilities and terminal illness.
- 1.3. The proposals within this report support our values as a **Fair** Council, adopting an inclusive and considerate approach to supporting the wider needs of blue badge holders and persons dealing with terminal illness.

2. DISABLED DRIVER PARKING SPACES

- 2.1. Plymouth City Council provides a service for the provision of disabled parking spaces to support persons with severe mobility impairment to access their residential home. This policy sets out the eligibility criteria for a Disabled Drivers Parking Space.
- 2.2. The provision of these bays is not a mandatory or a statutory service but is a courtesy service which Plymouth City Council provide to persons who have very considerable difficulty in walking (can't walk more than 50 metres) to improve the quality of life.

3. ELIGIBILITY

- 3.1. The following criteria must apply for any applicant to be considered for a Disabled Driver Parking Space:

- Must hold a valid Blue Badge.
- Must drive a vehicle that is registered and kept at their address.
- Must not have any alternative off-street parking facilities (owned or rented) e.g. garage, driveway or hard standing.
- Experiences frequent difficulty in parking close to their home, defined as an inability to park within the applicants walking range - no more than 50 metres (in line with Personal Independence Payment (a score of 8 points or more under the 'moving around' activity of the mobility component) formerly the higher rate of the mobility component of the Disability Living Allowance).

- 3.2. If any of the above criteria does not apply an application will be declined.

- 3.3. A Disabled Driver Parking Space is linked to the applicant's Blue Badge. A Disabled Driver Parking Space is only valid up and to the expiry of the Blue Badge. Upon expiry of a Blue Badge the applicant must re-apply to keep the bay for a further 3 years (in accordance with the validity of the Blue Badge).

3.4. Each application is considered fairly and consistently.

4. TERMINAL ILLNESS

4.1. The central principle in our approach is to help ensure that terminally ill individuals are provided with the accessibility support they need, when they most need it.

4.2. Terminal illness is a complex and sensitive clinical issue. A terminal illness is regarded as a progressive disease, which can reasonably be expected to cause an individual's death. This does not just apply to patients with cancer. As an example, it may also apply to severe, life limiting cardiorespiratory and neurological conditions (this is not an exhaustive list). The definition of terminal illness is to be taken from Social Security Act 1990 or as amended.

4.3. The following criteria will apply for any terminal illness applicant to be considered for a Disabled Drivers Parking Space:

- Must hold a valid Blue Badge.
- Must drive a vehicle that is registered and kept at their address or if the terminal applicant does not drive, the driver of the vehicle must permanently reside at the same address.
- Must not have any alternative off-street parking facilities (owned or rented) e.g. garage, driveway or hard standing.

4.4. Evidence of an applicant's terminal illness must be provided in the form of:

- A DSI 500 Report; or
- Written confirmation from a healthcare professional (doctor, consultant, Macmillan nurse)

4.5. Terminal applicants will be fast tracked and prioritised for consideration by the Council.

4.6. The Council may use discretion under exceptional circumstances when not all eligibility criteria has been met by a terminal illness applicant e.g., if the off-street parking is deemed unsuitable as the nature of disability prevents the use of the off-street facility (too narrow to accommodate a wheelchair).

4.7. Applications approved under terminal illness will be fast-tracked and prioritised for the marking of the bay on the highway. This will normally be within 7 working days from a works order being raised with the Councils lining contractor.

5. LOCATION

5.1. In addition to the eligibility criteria Plymouth City Council may not be able to provide a Disabled Driver Parking Space if:

- There are no parking problems in the street (a survey may be carried out).
- There are parking restrictions near the applicant's home (single or double yellow lines).
- The applicant lives near a junction (within 10 metres);
- The proposed bay is close to, or within, the turning head of a cul-de-sac.
- The width of street is less than 3.6 metres.
- Safety of a road user (bay required on brow of hill) - see Highway Code.

- Any other related road safety concern arising from the potential placement of a Disabled Driver Parking Space.

5.2. It is not possible for the Council to provide a Disabled Driver Parking Space on private property, such as Housing Association land. In these circumstances you will need to seek permission from the landowner and organise the marking of the bay.

6. COST

6.1. There is an administration fee of £40 for all applications. Application fees are non-refundable, even if an application is declined, and applies to all future applications from the same applicant.

6.2. There is no fee associated with the placement of the bay on the Highway. The Council will meet the costs associated with the placement of a courtesy bay on the Highway and the future maintenance of that bay providing the named driver remains entitled to the bay.

7. SIZINGS

7.1. The disabled drivers parking bay will be laid in accordance with the Traffic Signs Regulations and General Directions 2002.

7.2. There is no guarantee that the Disabled Driver Parking Space will be marked directly outside the applicant's property. The exact location will be determined on site and will be examined within highway engineer criteria and the local conditions.

8. ENFORCEMENT

8.1. Disabled Driver Parking Spaces are advisory and not covered by a Traffic Regulation Order; therefore, Disabled Driver Parking Spaces cannot be enforced by Plymouth City Council or the Police.

8.2. Whilst a Disabled Driver Parking Spaces is intended for the use of the applicant, they are not legally reserved for the exclusive use of an individual and no guarantee can be given that a particular bay will always be available for any particular person.

9. TERMS OF USE

9.1. Disabled Driver Parking Spaces remain the property of Plymouth City Council.

9.2. The provision of the Disabled Driver Parking Space will be reviewed in line with the expiry date of the blue badge. Should an applicant be declined a blue badge in future, the bay would be removed.

9.3. Applicants must immediately notify Plymouth City Council if they no longer meet the required criteria.

10. APPEAL

10.1. Should an application be unsuccessful, Plymouth City Council will write to the applicant providing details of the reasons for refusal. An applicant may appeal under the following circumstances:

- They believe an application has been assessed incorrectly and setting out why (in accordance with the eligibility criteria);
- Their circumstances have changed since the application and wish for the application to be re-considered submitting details of the change in circumstances.

10.2. Appeals will not be considered because the applicant is unhappy with the outcome.

10.3. Appeals will be considered by a Service Manager.

10.4. An appeal decision is final.

10.5. Plymouth City Council may use discretion when assessing individual applications and under exceptional circumstances, quality of life, in the case where someone may not meet the defined criteria. In such cases applications will be considered in consultation with the Cabinet Member for Transport.

EXECUTIVE DECISION

made by a Cabinet Member




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

Executive Decision Reference Number – TR4 21/22

Decision	
1	<p>Title of decision:</p> <p>THE CITY OF PLYMOUTH (TRAFFIC REGULATION ORDERS) (AMENDMENT No. 2021.2137250 – Arlington Road) ORDER</p>
2	<p>Decision maker (Cabinet member name and portfolio title): Councillor Jonathan Drean, Cabinet Member for Transport</p>
3	<p>Report author and contact details: Holly Curtis, Traffic Management Technician, email: holly.curtis@plymouth.gov.uk</p>
4	<p>Decision to be taken:</p> <p>To implement amendments to The City of Plymouth (Traffic Regulation and Street Parking Places) (Consolidation) Order 2004 (as amended).</p> <p>The effect of the order shall be to Add/Amend:</p> <p>No Waiting At Any Time on lengths of the following road: Arlington Road</p> <p>Limited Waiting To 2 Hours No Return For 2 Hours Mon-Sat 8am-6pm Exemption For Permit And Ticket Holders on lengths of the following road: Arlington Road</p> <p>Permit Parking Mon-Sat 2pm-7pm Arlington Road</p> <p>NO CHANGE ON STREET.</p> <p>As set out in the briefing report.</p>
5	<p>Reasons for decision:</p> <p>As part of the redevelopment of the former site of the St Augustines Church off Alexandra Road, this Traffic Regulation Order requires amending to match the lining on street (no changes on street).</p>
6	<p>Alternative options considered and rejected:</p> <p>The alternative option would be to not implement the admin changes, which could mean that the TRO could not be enforced.</p>
7	<p>Financial implications:</p> <p>The Traffic Regulation Order (TRO) and associated works are entirely funded from the following sources:</p> <ul style="list-style-type: none"> - Funded by the development

8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:
			x	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
			x	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million
		x	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.	
	If yes, date of publication of the notice in the Forward Plan of Key Decisions			
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	The Local Transport Plan (LTP) details the transport strategies and policies that the City Council has adopted and will be key in helping the city meet its Corporate Plan priorities, and growth agenda.		
10	Please specify any direct environmental implications of the decision (carbon impact)	The decision will enable safe and convenient access for pedestrians and cyclists, therefore providing an alternative to the private car. More than 28% of the city's carbon emissions are associated with transport, a proportion that is rising. Therefore, it is expected that this decision, and the associated scheme, will be beneficial in reducing the city's carbon impact.		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support democraticsupport@plymouth.gov.uk for advice)
		No	x	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee			

	name:			
	Print Name:			
Consultation				
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	<input checked="" type="checkbox"/>	(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?			
I3c	Date Cabinet member consulted	05/02/2021		
I4	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	<input checked="" type="checkbox"/>	
I5	Which Corporate Management Team member has been consulted?	Name	Anthony Payne	
		Job title	Strategic Director for Place	
		Date consulted	26/05/2021	
Sign-off				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS21 21/22	
		Finance (mandatory)	pl.21.22.14.	
		Legal (mandatory)	LS/36747/JP/010621	
		Human Resources (if applicable)		
		Corporate property (if applicable)		
		Procurement (if applicable)		
Appendices				
I7	Ref.	Title of appendix		
	A	Briefing report		
	B	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 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		13/07/2021		

Print Name	Councillor Jonathan Drean
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ARLINGTON ROAD

I. INTRODUCTION

This report seeks delegated authority to implement amendments to The City of Plymouth (Traffic Regulation and Street Parking Places) (Consolidation) Order 2004 (as amended) in association with the TRO on Arlington Road.

TRAFFIC REGULATION ORDERS REQUIRED

2.1 The elements that need a Traffic Regulation Order are as follows:

To Add;

No Waiting at Any Time

- (i) Arlington Road, the north side from a point 33 metres from its junction with Ashford Hill for a distance of 11 metres in a westerly direction
- (ii) Arlington Road, the north side from its junction with Ashford Hill for a distance of 4 metres in a westerly direction
- (iii) Arlington Road, the south side from its junction with Ashford Hill for a distance of 5 metres in a westerly direction
- (iv) Arlington Road, the south side from a point 21 metres from its junction with Ashford Hill for a distance of 26 metres in a westerly direction

Limited Waiting To 2 Hours No Return For 2 Hours Mon-Sat 8am-6pm Exemption

For Permit And Ticket Holders

Arlington Road, the south side from a point 5 metres from its junction with Ashford Hill for a distance of 16 metres in a westerly direction

Permit Parking Mon-Sat 2pm-7pm

- (i) Arlington Road, the north side from a point 4 metres from its junction with Ashford Hill for a distance of 29 metres in a westerly direction
- (ii) Arlington Road, the western closed boundary from the north side for a distance of 11 metres in a southerly direction

Revocations

No Waiting At Any Time

- (i) Arlington Road, the north side, from its junction with Ashford Hill for a distance of 4 metres in a westerly direction
- (ii) Arlington Road, the south side, from its junction with Ashford Hill for a distance of 5 metres in a westerly direction
- (iii) Arlington Road, the south side, from a point 26 metres west of its junction with Ashford Hill to the closed western end

Limited Waiting To 2 Hours No Return For 2 Hours Mon-Sat 8am-6pm Exemption For

Permit And Ticket Holders

Arlington Road, the south side, from a point 5 metres west of its junction with Ashford Hill for a distance of 21 metres in a westerly direction

Permit Parking Mon-Sat 2pm-7pm

Arlington Road, the north side, from a point 4 metres west of its junction with Ashford Hill for a distance of 44 metres in a westerly direction

NO CHANGE ON STREET.

2. STATUTORY CONSULTATION**Proposals**

The proposals for Arlington Road were advertised on street, in the Herald and on the Plymouth City Council website on 24th February 2021. Details were sent to the Councillors representing the affected ward and statutory consultees on 19th February 2021.

There have not been any representations received relating to the Traffic Regulation Order proposals.

4. RECOMMENDATION

It is recommended to proceed with original proposals as advertised and make the Traffic Regulation Order.

5. LEGAL CONSIDERATIONS

The lawful implications and consequences of the proposal have been considered and taken into account in the preparation of this report.

When considering whether to make a traffic order it is the Council's responsibility to ensure that all relevant legislation is complied with. This includes Section 122 of the Road Traffic Regulation Act 1984 (as amended) that sets out that it is the duty of a local authority, so far as practicable subject to certain matters, to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway. It is considered that the proposals comply with Section 122 of the Act as they practically secure the safe and expeditious movement of traffic in and around Plymouth and provide for suitable and adequate associated parking facilities.

EQUALITY IMPACT ASSESSMENT

Arlington Road



STAGE 1: WHAT IS BEING ASSESSED AND BY WHOM?

<p>What is being assessed - including a brief description of aims and objectives?</p>	<p>To implement amendments to The City of Plymouth (Traffic Regulation and Street Parking Places) (Consolidation) Order 2004 (as amended).</p> <p>The effect of the order shall be to Add/Amend:</p> <p>No Waiting At Any Time on lengths of the following road: Arlington Road</p> <p>Limited Waiting To 2 Hours No Return For 2 Hours Mon-Sat 8am-6pm Exemption For Permit And Ticket Holders on lengths of the following road: Arlington Road</p> <p>Permit Parking Mon-Sat 2pm-7pm Arlington Road</p> <p>NO CHANGE ON STREET.</p> <p>As set out in the briefing report.</p>
<p>Author</p>	<p>Holly Curtis</p>
<p>Department and service</p>	<p>Traffic Management Technician</p>
<p>Date of assessment</p>	<p>27/05/2021</p>

STAGE 2: EVIDENCE AND IMPACT

Protected characteristics (Equality Act)	Evidence and information (eg data and feedback)	Any adverse impact <i>See guidance on how to make judgement</i>	Actions	Timescale and who is responsible
<p>Age</p>	<p>No issues raised in consultation</p>	<p>No adverse impact anticipated</p>		
<p>Disability</p>	<p>No issues raised in consultation</p>	<p>No adverse impact anticipated</p>		

Faith/religion or belief	No issues raised in consultation	No adverse impact anticipated	
Gender - including marriage, pregnancy and maternity	No issues raised in consultation	No adverse impact anticipated	
Gender reassignment	No issues raised in consultation	No adverse impact anticipated	
Race	No issues raised in consultation	No adverse impact anticipated	
Sexual orientation - including civil partnership	No issues raised in consultation	No adverse impact anticipated	

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 gap in average hourly pay between men and women by 2020.	No adverse impact has been identified	
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.	No adverse impact has been identified	
Good relations between different communities (community cohesion)	No adverse impact has been identified	
Human rights <i>Please refer to guidance</i>	No adverse impact has been identified	

STAGE 4: PUBLICATION



Responsible Officer:

Date: 8/7/21

Strategic Director, Service Director, Head of Service or Group Manager

EXECUTIVE DECISION

made by a Council Officer



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

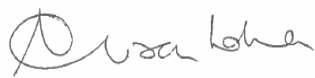
Executive Decision Reference Number – COD02 21/22

Decision	
1	Title of decision: Urgent Decision: Direct Award for Managed Social Work Service in Children's Social Work, CYPFS for 6 months
2	Decision maker (Council Officer name and job title): Alison Botham, Director of Children's Services
3	Report author and contact details: Jane Anstis, Head of Service Children's Social Work
4a	Decision to be taken: To direct award a contract for services to Innovate, to the value of £491,000.
4b	Reference number of original executive decision or date of original committee meeting where delegation was made: N/A
5	<p>Reasons for decision:</p> <p>Children's Social Work has experienced an unprecedented and significant rise in demand for children's social work services during the pandemic. It is now 25% higher (on 30th June 201) than at the beginning of the first lockdown on 23rd March 2020.</p> <p>This demand exceeds our capacity to respond and requires additional social work resource.</p> <p>All efforts to recruit experienced social workers on a permanent or locum basis has not been able to keep up with this demand. There is a paucity of experienced social workers regionally and we now need a bespoke approach to provide a team of social workers to respond to this demand alongside our usual recruitment processes.</p> <p>This has become an urgent issue and we need an urgent solution to this in order to be able to allocate children's cases to social workers at a level that they can safely respond to. An ordinary procurement process would take too long.</p> <p>A direct award would allow us to progress this arrangement as a matter of urgency.</p> <p>Innovate have a track record in providing social work teams for local authorities. They are currently working with 17 local authorities in England (with 26 teams in these authorities). We have undertaken due diligence and have spoken directly to DCS's who are currently using this service.</p> <p>The current impact on operational and safe service delivery of safeguarding services to children and families due to increasing staffing and caseload pressures requires an urgent solution.</p> <p>It is therefore intended that a contract is awarded by direct award to Innovate via a negotiated</p>

	procedure without prior publication relying on 32(2)(c) Public Contracts Regulations 2015 to provide extremely urgent deliverables.			
6	<p>Alternative options considered and rejected:</p> <p>Internal options were explored but have been exhausted including;</p> <ul style="list-style-type: none"> • Permanent recruitment – this is taking too long to resolve the issue. This is ongoing alongside the solution sought but cannot respond in the agile way we need currently. • Locum social workers via Pertemps suppliers. This has not yielded the experienced social workers we need in the numbers we need currently. The Service Director has been in regular discussions with senior leaders in Pertemps and individual suppliers to accelerate a response but this has not been successful to date. We must consider alternative to ensure safe practice and to reduce the risk of losing existing staff who are struggling to manage existing workloads without this solution. • Work attempted with one of the Pertemps suppliers to identify a team of social workers. Work on this progressed but did not materialise when the identified social workers existing contract was extended by another local authority in the region. • Increased family support worker provision in the absence of successful qualified social work recruitment • Rigorous scrutiny of all possible case closures, thresholds and alternative safe support options for families within the EHATS service • Increase of agency social worker rates and accommodation allowances and persistent direct partnership working with agencies to recruit interim workers • Temporary mobilisation of all qualified social workers in the service, regardless of current position • Exploration of ‘whole team’ interim solutions. <p>None of the above options have yielded the staff resources necessary to resolve the (increasing) capacity pressures and in the latter case there is low confidence, following due diligence conversations with other Local authorities that the quality of interim staff would be guaranteed through this route.</p>			
7	Financial implications: £491k from revenue funding for a period of 6 months. This will be funded through the The Covid Outbreak Management Fund			
8	<p>Is the decision a Key Decision? (please contact Democratic Support for further advice)</p>	Yes	No	Per the Constitution, a key decision is one which:
			X	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
			X	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million
			X	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
8b	If yes, date of publication of the	N/A		

	notice in the Forward Plan of Key Decisions			
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	This decision aligns with the Corporate Plan priority of Caring for People and Communities in keeping children, young people and adults protected.		
10	Please specify any direct environmental implications of the decision (carbon impact)	There are no environmental impacts of the decision.		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes	X	(If yes, please contact Democratic Support for advice)
		No		(If no, go to section 13a)
12a	Reason for urgency: As above, the operational and safeguarding implications of continued increases in caseload pressures is serious for children and families in Plymouth. Difficulties with recruitment and retention coupled with increased staff sickness and self-isolation due to Covid -19 and the increase (25%) of children in the service over the past 12 months is creating an unsafe pressure that now needs an urgent response. The award of the contract to Innovate is intended to mitigate some of this pressure.			
12b	Scrutiny Chair signature:	Councillor Laing (agreed via email)	Date	14 July 2021
	Scrutiny Committee name:	Education and Children's Social Care Overview and Scrutiny Committee		
	Print Name:	Councillor Jemima Laing		
Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes	X	
		No		(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	Cllr Dave Downie, Cabinet Member for Education, Skills, Children and Young People		
13c	Date Cabinet member consulted	9 July 2021		
14	Has any Cabinet member declared a conflict of interest in relation to the decision?			If yes, please discuss with the Monitoring Officer
		No	X	
15	Which Corporate Management Team member has been consulted?	Name	Alison Botham	
		Job title	Director of Children's Services	

		Date consulted	9 July 2021					
Sign-off								
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS20 21/22					
		Finance (mandatory)	djn.21.22.53					
		Legal (mandatory)	MS/36955					
		Human Resources (if applicable)	I20721KAB					
		Corporate property (if applicable)	N/A					
		Procurement (if applicable)	PB/CYP/006/ED/0721					
Appendices								
17	Ref.	Title of appendix						
	A	EXECUTIVE decision - Business Case. Direct Award for Managed Social Work Team for 6 months						
	B.	EIA						
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.					
		No						
		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

Council Officer 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		14 July 2021		
Print Name	Alison Botham, Director of Children's Services						

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EXECUTIVE DECISION - BUSINESS CASE

Title: Direct Award for Managed Social Work Team for 6 months

Directorate: Children' Services - Children, Young People and Families Service



Introduction

Children, Young People and Families Service is requesting an urgent decision to make a direct award for a managed social work service to provide a children's social work team. This course of action is recommended due to critical needs in the service which require an immediate response. Capacity issues in the service are as a direct result of the impact of COVID therefore it is agreed that funding additional temporary capacity will be set against the Covid Outbreak Management Fund as a preventative measure to ensure demand does not escalate further and that any further impact is minimised.

The request:

To award a 6 month contract to **Innovate**, a social work recruitment organisation, to provide Plymouth Children, Young People and Families Service with a dedicated social work team to work with children and families requiring statutory support.

Context for this request:

The Children, Young People and Family Service has experienced a 25% (400 children) increase in demand for social work services since late March 2020, when the first Covid-19 lockdown commenced. This includes an increase in the number of children requiring an ongoing service due to safeguarding concerns. This demand exceeds capacity to respond and requires additional social work resource.

Prior to the pandemic the ability of Plymouth City Council to recruit and retain social work staff has been positive, with the exception of the retention of experienced social workers in the Children's Social Work Teams (those social workers working with children subject to Child Protection Plans and care proceedings). Since March 2020, there have been increased difficulties in retaining social workers in these teams and turnover has been higher than we would ordinarily experience, with some staff naming the pressure of casework as one of the reasons for their decision to leave. We take this very seriously and need now to find a solution that supports retention of staff and supports their wellbeing at this challenging time, as well as enabling the service to continue to operate safely and support vulnerable children and families.

Social workers are now experiencing the stressful impact of the pandemic and this increased demand. The impact of stress on our existing staff group cannot be underestimated and we want to ensure our service response is robust at all times.

Rising demand and retention challenges have combined to impact on the capacity to respond effectively currently.

Our usual recruitment routes and strategies are not yielding experienced social workers in the numbers or timescales needed. This includes both permanent and locum social workers. We know that this is not an issue unique to Plymouth and represents a challenge in the South West Region and nationally.

We are managing to successfully appoint sufficient numbers of newly qualified workers who can take on child in need cases only and in lower numbers than experienced workers can. These staff members cannot take on complex casework during their first year of practice and therefore we still have a significant gap in our capacity.

Reason for urgent request:

We are not following Contract Standing Order processes due to the urgent nature of this request.

This has become an urgent issue and we need an immediate solution to this in order to be able to allocate children's cases to social workers at a level that they can safely respond to.

A direct award would allow us to progress this arrangement as a matter of urgency.

Compliance with The Public Contract Regulations 2015:

We intend to directly award a contract to Innovate pursuant to Regulation 32 (2) (c) of the Public Contract Regulations 2015. The rationale for making such an award is as follows:

1. This is a genuine emergency as we need to respond to the significant increase in demand from children's social work due to the unprecedented circumstances in respect of the Covid19 pandemic and in particular the impact of lockdown restrictions on families. This has led to a significant increase in referrals in to CYPFS (25%). Capacity has also been impacted by social work staff leaving the service during this time resulting in an increased pressure on those who remain in the service. There is a regional and national crisis in the recruitment and retention of experienced social workers; Plymouth is not alone in this.
2. This emergency is becoming more extreme due to the demand and staffing factors resulting in 25% additional children in our service and a diminishing ability to respond.
3. It is impossible to comply with usual procurement timescales as we have to ensure children are seen, assessed and risk is managed. Delay means we will not be able to do this effectively. This represents a significant risk to families, our service and the council as a whole.
4. This extreme situation is due to a combination of factors outside of the control of the authority. We usually operate with less than 2% vacancies in our service with a good pipeline of newly qualified staff. That is not sufficient to address and respond to the current level of demand in our service and the corresponding challenges in recruitment of experienced staff to support this complex work.

Alternative Options explored:

CYPFS continues to explore a range of our business as usual methods of recruitment as well as considering a range of alternative options.

Permanent recruitment is ongoing and will continue in order to do all we can to have sufficient capacity once the 6 month contract comes to an end. However, this takes time and it is not sufficient to resolve the current issues. We will review this on a weekly basis and if we need to extend this contract we will ensure full procurement rules are followed to support any continued arrangement, only if needed.

Established locum recruitment options via Pertemps is ongoing to maximise recruitment agency supply of social workers. This has not yielded the experienced social workers we need in the numbers we require currently. The Service Director is in regular discussions with senior leaders in Pertemps and individual suppliers to accelerate a response but this has not been sufficiently successful to date.

We are now approaching recruitment agencies who are not on the Pertemps contract to source additional social workers alongside the request made in this paper.

Why this provider?

Innovate has a track record in providing social work teams for local authorities. They are currently working with 17 local authorities in England (with 26 teams in these authorities). We have undertaken due diligence and have spoken directly to Directors of Children's Services who are currently using Innovate services. These experiences have been positive and making the difference needed in those authorities.

An alternative recruitment agency was also approached to provide a team of social workers. iPeople are on the existing list of suppliers held by Pertemps. Unfortunately, the local authority where these

social workers are currently based decided to extend their contract and we could not therefore use them as a result in Plymouth. iPeople could not then provide any alternative social workers for us to consider.

What can Innovate offer:

Innovate CYPS can deliver a 6 month Managed Service Project consisting of one team focusing on Safeguarding (Child in Need, Child Protection, Pre-Proceedings/Court).

The team will consist of 1 Team Manager, 7 Social Workers, Innovate CYPS SMT (Director, Head of Service, Head of Quality Assurance), and 1 Business Support.

The service will, at all times, adhere to Key Performance Indicators in line with Plymouth City Council:

- Allocation management oversight case note within 24 hours of allocation
- All children to be seen within 5 working days of allocation
- All visits to be written up within 48 hours
 - Child in Need review meetings/Core Group meetings will be held 4 weekly
- Minutes from meetings and updated plans will be distributed to all parties within 72 hours
- Key documents such as Child Protection Conference reports/Court documents will be submitted to the manager for quality assurance 3-5 working days prior to due date
 - Supervision to be held 4 weekly
- Swift mobilisation of project team by Innovate within 3-4 weeks of contract sign off
- Identified and agreed key deliverables
- Senior Management Team oversight (all qualified Social Work Practitioners) • Clear KPIs to avoid drift and delay
- Fixed cost and timelines
- Innovate are fully accountable for the quality of their work
- This type of project work is very attractive and allows Innovate to cherry pick from a larger pool of practitioners, many of whom are known to us
- Fully insured to deliver services

Total Project Cost Managed Service –£491,091.88

What steps will be taken at the end of 6 months:

It is intended that this request for an urgent solution to staffing issues will support us while we continue to recruit permanent experienced staffing in the coming months. This emergency solution will help to reduce the number experienced staff leaving the service as their caseloads stabilise.

We will continue to monitor this on a weekly basis and will review our success in recruitment so that we can end this team's work in 6 months with handover of children's cases at that time.

We will be working with partner agencies to ensure they are working effectively with children at an early help stage and to manage the number of children who require a statutory service

If for any reason we need to consider an extension to this solution we will manage this via usual procurement processes.

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EQUALITY IMPACT ASSESSMENT

Children, Young People and Families Service - Children's Services
People Directorate



STAGE 1: WHAT IS BEING ASSESSED AND BY WHOM?

What is being assessed - including a brief description of aims and objectives?	<p>Service Challenge:</p> <p>We are working to manage and resolve current demand and capacity issues in Children Young People and Family Services. All of our usual routes to appoint social work staff are not succeeding in keeping apace with staff leaving and the 25% increase in demand the service is experiencing. We want to procure a service that can provide us with a managed social work team within 3-4 weeks. This service is provided by Innovate, an independent provider of social work staff, with a track record in this type of service delivery</p> <p>Scope of Work to resolve the issue:</p> <p>Innovate will provide a team of seven social workers, a team manager and business support. They will also be supported by a Head of Service responsible for quality assuring the work of the team and liaising closely with managers in Plymouth City Council to ensure best practice standards are maintained and monitored.</p>
Author	Jean Kelly
Department and service	CYPFS, Children's Services – People Directorate
Date of assessment	12 th July 2021

STAGE 2: EVIDENCE AND IMPACT

Protected characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact See guidance on how to make judgement	Actions	Timescale and who is responsible
Age	The company innovate will supply a managed team. The commissioning of this team has	No adverse impact	None required	Not applicable

	made no specification of upper age limit. All candidates must hold degrees and therefore will be over 18.			
Disability	The company innovate will supply a managed team. The Council will respond to its obligations for disabled candidates in the usual way, making such assessed adjustments as are necessary, within what is reasonable.	There is the potential for disadvantage in terms of visiting children in their homes. For example for a candidate who is wheelchair dependent. The council cannot guarantee access to lifts and stairs in home visiting contexts which is an essential role requirement. In the context of child protection, some disabilities may prevent barriers to employment and careful consideration will need to be given to any disclosed disability.	Innovate to provide Service Manager CYPFS with details of any reasonable adjustments required by the managed team. Occupational Health to assess where relevant as fit for role against the role requirement, unfit for role, or fit with adjustments.	Prior to commencing posts.
Religion or belief	Requirements to support faith and belief systems within the working environment, will be accommodated.	No adverse impact	Innovate to provide Service Manager CYPFS with details of any reasonable adjustments required by the managed team.	Prior to commencing post
Sex - including marriage, pregnancy and maternity	There are no issues within the proposal likely to affect these characteristics, which cannot be managed.	Occasionally there may be a service user who requests a male or female due to their life experiences and this can be assessed if it occurs. Such a request would not impact on the employability generally of any candidates.	Council to undertake pregnancy risk assessments if required in line with PCC policy.	As matter arise
Gender reassignment	There are no issues within the proposal likely to affect these characteristics adversely	No impact	None required	Any issues raised in the course of the project can be addressed.

Race	There are no issues within the proposal likely to affect these characteristics adversely	No impact	None required	Any issues raised in the course of the project can be addressed.
Sexual orientation - including civil partnership	There are no issues within the proposal likely to affect these characteristics adversely	No impact	None required	Any issues raised in the course of the project can be addressed.

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
Celebrate diversity and ensure that Plymouth is a welcoming city.	No implications. Diversity is welcomed. There is a BME social worker group regionally which is chaired by Plymouth and candidates who wished to join this for the duration of their employment could do so.	Notification of the group to be made to Innovate by Service Manager CYPs linking in with Tom Taylor (Academy)
Pay equality for women, and staff with disabilities in our workforce.	No implications in terms of gender and disability pay, but awareness that innovate staff will be paid at higher rates than their social work peers. This is not a reflection of disability or sex, but a reflection of temporary work assignment.	
Supporting our workforce through the implementation of Our People Strategy 2020 – 2024	Temporary staff should undertake the Council induction and have protected time to do so. This includes access to policies and procedures. Temporary staff may attend free paid training at one day per month for continuing professional development, from the offered programme on top of induction. Temporary staff should be provided with temporary logons for research in practice to support their development and practice.	Service Manager CYPFS Tom Taylor (academy)
Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.	Temporary staff should undertake the Council induction and have protected time to do so. This includes access to policies and procedures. Temporary staff may attend free paid training at one day per month for continuing professional development, from the offered programme on top of induction. Temporary staff should be provided with temporary logons for research in practice to support their development and practice.	Service Manager CYPFS Tom Taylor (academy)
Plymouth is a city where people from different backgrounds get along well.	Fortnightly supervision should be provided by the Innovate Team Manager to the team, and fortnightly supervision to the team manager by Service Manager CYPFS. Innovate staff should attend team meetings and service meetings so as to be integrated and not separated from mainstream workforce.	Service Manager CYPFS

<p>Human rights Please refer to guidance</p>	<p>The Council upholds the human rights of staff through its policies. A nominated HR representative should be made to help advise the innovate team manager in case issues arise</p>	
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STAGE 4: PUBLICATION

Responsible Officer Jean Kelly

Date 13th July 2021

Service Director