



**Oversight and Governance**

Chief Executive's Department

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## Delegated Decisions

### Delegated Executive/Officer Decisions

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

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

Notice of call-in for non-urgent decisions must be given to the Democratic Support Unit by 4.30 pm on Wednesday 10 November 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>

With the exception of council officer decisions which may be implemented immediately, The decisions detailed below may be implemented on Thursday 11 November 2021 if they are not called-in.

## Delegated Decisions

- 1. Councillor Jonathan Drear, Cabinet Member for Transport:**
  - 1.1. THE CITY OF PLYMOUTH (OFF-STREET PARKING PLACES) (AMENDMENT ORDER NO. 2021.2137264 DEVILS POINT CAR PARK) ORDER **(Pages 1 - 36)**
- 2. Councillor Vivien Pengelly, Cabinet Member for Homes and Communities:**
  - 2.1. Broadland Green Planning Obligations **(Pages 37 - 44)**
- 3. Council Officer Decision - Paul Barnard, Service Director for Strategic Planning and Infrastructure:**
  - 3.1. Intensive School Engagement (Cycling and Scooting) Service Re-Procurement **(Pages 45 - 74)**
- 4. Council Officer Decision - David Draffan, Service Director for Economic Development:**
  - 4.1. Smart Sound Connect : Contract Award for the centralised management of the Network Smart Sound Connect **(Pages 75 - 92)**

# EXECUTIVE DECISION

made by a Cabinet Member



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

Executive Decision Reference Number – T14 21/22

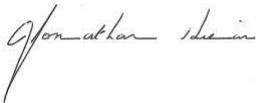
Decision	
1	<b>Title of decision: THE CITY OF PLYMOUTH (OFF-STREET PARKING PLACES) (AMENDMENT ORDER NO. 2021.2137264 DEVILS POINT CAR PARK) ORDER</b>
2	<b>Decision maker (Cabinet member name and portfolio title):</b> Councillor Jonathan Drear, Cabinet Member for Transport
3	<b>Report author and contact details:</b> Darren Stoneman, Civil Enforcement Manager, email: <a href="mailto:darren.stoneman@plymouth.gov.uk">darren.stoneman@plymouth.gov.uk</a>
4	<b>Decision to be taken:</b> To implement amendments to The City of Plymouth (Off-Street Parking Places) Order 2007 (as amended). The effect of the order shall be to establish a tariff for Pay & Display within the car park, which allows for free parking for Three hours, with no return for two hours.
5	<b>Reasons for decision:</b> This decision will provide the opportunity for visitors and local residents the opportunity to visit the Devils Point Area and use the free car park which is often full with worker vehicles from near by businesses, this impacting on tourism and access to the area.
6	<b>Alternative options considered and rejected:</b> The alternative option of not implementing this decision is rejected as this would not provide additional support to local residents of businesses or support aspirations to improve conditions and access to the area.
7	<b>Financial implications and risks:</b> There is a cost of £5.5k to implement this decision relating to the publication of public notices, car park signage and installation and configuration of parking payment systems. This is to be funded from the Off Street Parking Trading Account.  It is not possible to accurately determine the financial implications of this decision as it is not possible to predetermine customer behaviour; however this decision is expected to have a positive impact through enforcement of the time restrictions

8	Is the decision a Key Decision? (please contact <a href="#">Democratic Support</a> for further advice)	Yes	No	Per the Constitution, a key decision is one which:
			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.	
	If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a>			
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	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)	n/a		

### Urgent decisions

11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		No	x	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			

Consultation			
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes	
		No	x (If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?		
I3c	Date Cabinet member consulted		
I4	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes	If yes, please discuss with the Monitoring Officer
		No	x
I5	Which Corporate Management Team member has been consulted?	Name	Anthony Payne
		Job title	Strategic Director for Place
		Date consulted	20/10/21
Sign-off			
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS66 21/22
		Finance (mandatory)	pl.21.22.137.
		Legal (mandatory)	LS/37515/JP/271 021.
		Human Resources (if applicable)	N/A
		Corporate property (if applicable)	N/A
		Procurement (if applicable)	N/A
Appendices			
I7	Ref.	Title of appendix	
	A	Briefing report	
	B	Equalities Impact Assessment	
Confidential/exempt information			
I8a	Do you need to include any confidential/exempt information?	Yes	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is

		<b>No</b>	<input checked="" type="checkbox"/>	not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.  (Keep as much information as possible in the briefing report that will be in the public domain)				
		<b>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 I 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>
<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>	28 October 2021				
<b>Print Name</b>	Cllr Jonathan Drea							

## Implementation of Time Restricted Parking (Pay & Display) in Devils Point Car Park

### I. INTRODUCTION

- 1.1. The Council is committed to supporting Plymouths shopping districts and local communities whereby this report seeks delegated authority to implement amendments to The City of Plymouth (Off Street Places) Order 2007 to establish time restricted parking within Devil Point Car Park.
- 1.2. This proposals within this report support the Councils priorities for '**A vibrant economy, developing quality jobs and skills**' and is aligned to our values as a **Responsible** Council, ensuring we take responsibility to support businesses and communities in challenging economic times.
- 1.3. The proposals within this report support the delivery of the administration's commitment to maintaining free parking at district shopping centres to support local communities within Whitleigh, St. Budeaux, Plymstock, Plympton, Estover, West Park, Stoke, Devonport, Leigham, Mountbatten, Crownhill and Mutley Plain and this will be further augmented by the expansion to Devils Point Car Park
- 1.4. The proposals within this report are part of wider package of support and Council commitments to supporting local residents and visitors, which includes the assessment for installation of new CCTV cameras and lighting within the car park

### 2. BACKGROUND

- 2.1. Proposals to establish free, time limited parking in Devils Point (free for three hours no return for two hours) were advertised, as part of statutory consultation, from 7<sup>th</sup> September, for a period of 21 days. Notices were displayed On Street, within the local media, and information made available on the Plymouth City Council website; these notices advised how people were able to submit representations to the proposals.
- 2.2. The consultation closed on 28<sup>th</sup> September where 22 representation were received (see figure 1.1)

Figure 1.1 – Representations and Response

	Representation	Response
1.	I support the proposal to limit the length of time that one is allowed to park at Devil's Point. It has been a favourite, often visited place for my family since 1979. In those early days, my young family would wave to my ship as I departed or returned from sea. In more recent years it has also been an ideal place for older members of our family to enjoy the peace and beauty that Plymouth has to offer.	Thank you for your recent comments towards the proposals – 2021.2137264.  Your comments have been logged on our records and will be considered as part of the final decision making process. At the end of the consultation period, a report will be prepared summarising any concerns that have been raised and making recommendations. In line with the statutory process, the decision on

	<p>Since the Royal William Yard (RWY) development took off, however, it has become impracticable for us to visit Devil's Point as the car park is always full. I believe most of the vehicles belong to RWY commuters. If so, that is an entirely inappropriate use for such a valued location.</p>	<p>whether or not to proceed with these proposals will be made by the Cabinet Member for Transport.</p> <p>You will be notified if and when the proposals will be implemented.</p>
2	<p>I am writing to provide some feedback on the proposed changes to restrictions at Devil's Point car park. As a frequent user of the car park, I believe these changes should not go ahead, certainly for the time being. This is because:</p> <ul style="list-style-type: none"> <li>- There are only issues finding a space for a few months of the year in summer, and even then this is completely dependent on the time of day and the weather. A large proportion of those using the car park for sea swimming have been and gone by the time commuters arrive and vice versa, so often the overlap is minimal. Even throughout September, most days the car park is half full, if that. Putting in restrictions for all users benefits nobody.</li> <li>- By changing these rules in the winter, life is therefore made increasingly difficult for many for no reason. People who park at DP will not go and park in RWY instead due to lack of space there and the extortionate cost - they will simply find other places further afield that will then equally get filled up, and also have to be unnecessarily walking in cold and wet conditions as winter approaches.</li> <li>- Instead, there needs to be greater consultation between the council and Urban Splash before any changes are made. There must be better/different rates for business parking at RWY, and more parking altogether. Taking away one resource will not simply mean people move to the other.</li> </ul> <p>I completely appreciate why these changes have been suggested, and agree that on some occasions in the summer this car park is a problem. However, the proposed changes and the time at which you are planning on bringing them in do not solve the real issues.</p>	<p>Thank you for your email in response to our plans for the establishment of time restrictions in Devils Point Car Park.</p> <p>The Car Park in question is a Plymouth City Council owned and operated car park and has historically provided parking for visitors to the Devils Point area. Over the past 5 years Plymouth City Council have received numerous complaints from residents, visitors and local politicians regarding the increased use of the car park by those working in the Royal William Yard and thus reducing the provision of parking for those who wish to visit the area.</p> <p>To this end we have been instructed to consider placing restrictions in the car park, these being</p> <ul style="list-style-type: none"> <li>• Limiting time of parking</li> <li>• Closing the car park</li> <li>• Applying charges to the car park.</li> </ul> <p>The last two options were not deemed acceptable and therefore following consultation with the Royal William Yard (Urban Splash) and local community groups, the decision was made to propose changes to the legal traffic order to limit the stay period to three hours for visitors to the area. This is a scheme widely used across the city and country as a whole to protect vital tourist locations from the influx of commuter parking.</p>



	<p>Look forward to hearing the verdict.</p>	<p>We have undertaken a number of observation visits whereby we have identified a large number of car park users parking, walking to the Royal William Yard and returning 6 to 8 hours later, as with all businesses across the city, Plymouth City Council does not provide free commuter parking, whether this be in the area of the Royal William Yard or the City Centre.</p> <p>The Royal William Yard operators (Urban Splash) are responsible for developing a traffic and transport management plan for the development and are currently consulting on such a plan.</p> <p>I thank you for taking the time to respond to our consultation and will ensure that your comments are included within the consideration process.</p>
3	<p>We fully support the proposed order limiting daytime parking at Devil's Point to three hours.</p> <p>We also believe that the same restrictions should apply to the 'Cremyll Ferry' car park off Strand Street. This carpark is usually blocked all day.</p>	<p>Thank you for your recent comments towards the proposals – 2021.2137264.</p> <p>Your comments have been logged on our records and will be considered as part of the final decision making process. At the end of the consultation period, a report will be prepared summarising any concerns that have been raised and making recommendations. In line with the statutory process, the decision on whether or not to proceed with these proposals will be made by the Cabinet Member for Transport.</p> <p>You will be notified if and when the proposals will be implemented.</p>
4	<p>I was really grateful that Katherine Graham forwarded these plans to me. Might we be able to discuss the council's plan for the car part at some point?</p>	<p>Thank you for taking the time to write to me, regarding the proposals for Devils Point Car Park.#</p>

	<p>I'm very supportive indeed - a great plan - but I'm also very worried about what may happen at night. As a resident of Admiralty Cottages I know that, perhaps counter-intuitively, this will increase antisocial behaviour. Whenever the car park is quiet at night the boy racers gather in far larger numbers and race up and down Admiralty Rd where there is no pavement. If it is empty enough, they even come up to do doughnut skids.</p> <p>Since the proposal means the car park will be more empty overnight without as many camper vans and RWY residents this will make things worse again. Could this be an opportunity to get a security camera installed alongside the new car park management system? Or some other traffic management system?</p>	<p>I am pleased that in essence you are supportive of the proposals, the concerns you have relating to the night time activities are duly noted and I am working on a separate strand of work to look at measures which we can put in place to reduce the antisocial behaviour here.</p> <p>I will ensure that as soon as I have made progress with schemes such as lighting / CCTV, I will be sure to get in touch,</p>
5	<p>I am writing on behalf of East Cornwall Divers, a branch of the British Sub-Aqua Club based in Torpoint.</p> <p>Myself and other members have often used Devil's point car park to dive at Firestone Bay. It is our concern that the proposed three hour limit would not be ample to conduct dives in a safe manner. Due to the easy access to deep water close to shore the site is often used for training and early season 'shakedown' dives. Also, due to the strong tidal currents through the area, there is only a short window of time around high or low water where diving is safe (slack water).</p> <p>It is our belief that the proposed limit would lead to people arriving as close to slack water as possible and not leaving enough time for vital pre-dive checks. It would also put pressure on instructors and students conducting training exercises to condense briefings, possibly omitting essential information in order to reduce the time spent on site.</p> <p>The changes would also encourage divers to rush back to their cars in order to avoid parking fines. Currently divers are known to rest outside the cafe (purchasing food and drinks) after a dive in order to recover and summon up the motivation required to carry the heavy equipment back up the hill to the car park. Rigorous exercise after diving</p>	<p>Thank you for your email in response to our plans for the establishment of time restrictions in Devils Point Car Park.</p> <p>The Car Park in question is a Plymouth City Council owned and operated car park and has historically provided parking for visitors to the Devils Point area. Over the past 5 years Plymouth City Council have received numerous complaints from residents, visitors and local politicians regarding the increased use of the car park by those working in the Royal William Yard and thus reducing the provision of parking for those who wish to visit the area.</p> <p>To this end we have been instructed to consider placing restrictions in the car park, these being</p> <ul style="list-style-type: none"> <li>• Limiting time of parking</li> <li>• Closing the car park</li> <li>• Applying charges to the car park.</li> </ul> <p>The last two options were not deemed acceptable and therefore following consultation with the Royal William Yard (Urban Splash) and local community groups, the decision was made to propose changes</p>

	<p>has been proven to increase risks of decompression sickness, whilst the increased haste could result in more slips, trips and falls.</p> <p>We agree with the aim of the proposals, the car park should be used by people enjoying activities at Devil's Point and Firestone Bay, not commuters. However, the three hour limit would discourage us and other divers from visiting.</p> <p>A longer limit of four or five hours would be sufficient to conduct dives safely and without haste, whilst still discouraging commuters from leaving their vehicles there for the duration of a working day.</p>	<p>to the legal traffic order to limit the stay period to three hours for visitors to the area. This is a scheme widely used across the city and country as a whole to protect vital tourist locations from the influx of commuter parking. I understand your concerns relating to the length of stay permitted and will ensure this is considered as a part of the consultation</p> <p>We have undertaken a number of observation visits whereby we have identified a large number of car park users parking, walking to the Royal William Yard and returning 6 to 8 hours later, as with all businesses across the city, Plymouth City Council does not provide free commuter parking, whether this be in the area of the Royal William Yard or the City Centre.</p> <p>The Royal William Yard operators (Urban Splash) are responsible for developing a traffic and transport management plan for the development and are currently consulting on such a plan.</p> <p>I thank you for taking the time to respond to our consultation and will ensure that your comments are included within the consideration process.</p>
6	<p>I'd like to submit my objection to the changes proposed to Devil's Point car park. I work at Royal William Yard and removing Devil's Point as parking available all day would have a significant time and cost impact on my life. During autumn/winter it is the employees of the yard which keep the local businesses running. Parking availability is only an issue during the summer months - and then only when it is good weather. Prioritising the space for visitors and tourists instead of the reliable and regular employees of the Yard is going to have a detrimental impact on existing employees of the Yard and limit the likelihood of additional businesses choosing Royal William Yard as their base.</p>	<p>The Car Park in question is a Plymouth City Council owned and operated car park and has historically provided parking for visitors to the Devils Point area. Over the past 5 years Plymouth City Council have received numerous complaints from residents, visitors and local politicians regarding the increased use of the car park by those working in the Royal William Yard and thus reducing the provision of parking for those who wish to visit the area.</p> <p>To this end we have been instructed to consider placing restrictions in the car park, these being</p> <ul style="list-style-type: none"> <li>• Limiting time of parking</li> <li>• Closing the car park</li> <li>• Applying charges to the car park.</li> </ul>

		<p>The last two options were not deemed acceptable and therefore following consultation with the Royal William Yard (Urban Splash) and local community groups, the decision was made to propose changes to the legal traffic order to limit the stay period to three hours for visitors to the area. This is a scheme widely used across the city and country as a whole to protect vital tourist locations from the influx of commuter parking.</p> <p>We have undertaken a number of observation visits whereby we have identified a large number of car park users parking, walking to the Royal William Yard and returning 6 to 8 hours later, as with all businesses across the city, Plymouth City Council does not provide free commuter parking, whether this be in the area of the Royal William Yard or the City Centre.</p> <p>The Royal William Yard operators (Urban Splash) are responsible for developing a traffic and transport management plan for the development and are currently consulting on such a plan.</p> <p>I thank you for taking the time to respond to our consultation and will ensure that your comments are included within the consideration process.</p>
7	<p>I am writing in respect of the proposed CITY OF PLYMOUTH (OFF-STREET PARKING PLACES) (AMENDMENT ORDER NO. 2021.2137264 DEVILS POINT CAR PARK) ORDER, in respect of the proposal for there to be a Pay &amp; Display Maximum Stay Three Hours - no Return within 2 hours - 8am-8pm - required to display a ticket - free of charge.</p> <p><b>I fully support this proposal.</b> I walk past the car park most days at different times of the day and it is nearly always full. The number of vehicles outweighs the number of people visiting Devil's Point and the coastal path. I live in Millbay and Devil's point is a place I like to take my visitors, mostly elderly. However,</p>	<p>Thank you for your recent comments towards the proposals – 2021.2137264.</p> <p>Your comments have been logged on our records and will be considered as part of the final decision making process. At the end of the consultation period, a report will be prepared summarising any concerns that have been raised and making recommendations. In line with the statutory process, the decision on whether or not to proceed with these proposals will be made by the Cabinet Member for Transport.</p>

	<p>unless they can walk the 1.5 miles to the Point, they cannot visit, because I cannot take them by car and find a space in the car park. The compromise, to continue free parking for a maximum of 3 hours, subject to displaying a ticket, seems very sensible.</p> <p>Might I point out that the same problem occurs at the free Visitors' Car Park at Strand Street near the Cremyl Ferry. Vacant spaces are rarely seen there during the daytime. Many cars appear to be parked there all day, and unlikely to be just visiting. A three hour limit there would be very helpful to enable parking for a short visit to Mount Edgcumbe.</p>	
8	<p>I am writing to you as I have recently seen notices posted at Devil's Point car park regarding proposed changes to the parking restrictions there.</p> <p>My name is Daniel Hopkinson, I am currently a resident of Saltash but aim to return to Plymouth in the future when I can find suitable housing for myself. I moved to Plymouth from Derbyshire when I attended University, starting in 2015 and graduating in 2019. I have remained in the region as I think it is a lovely place to live and work.</p> <p>I am dismayed to hear about the proposal, which would mean I no longer have anywhere to park without paying exorbitant prices to park at Royal William Yard (RWY) where I work for Responsible Life. As I'm sure you know, parking in the RWY carpark for 8 hours a day would cost me £8 a day (or £40 a week, or £2,080 a year), a price which I'm sure you will agree is ridiculous and completely unfathomable for a young working professional like myself who wishes to build his life here in Plymouth. A question I would like to ask you is would you appreciate the council telling you that you need to spend almost 10% of you annual earnings, which you already pay tax on, simply to have the pleasure of parking within a reasonable walking distance of your office?</p> <p>As you can imagine, considering the price of parking at Royal William Yard, I prefer to park in Devil's Point car park where I am currently not being charged. It is my understanding the</p>	<p>Thank you for your email in response to our plans for the establishment of time restrictions in Devils Point Car Park.</p> <p>The Car Park in question is a Plymouth City Council owned and operated car park and has historically provided parking for visitors to the Devils Point area. Over the past 5 years Plymouth City Council have received numerous complaints from residents, visitors and local politicians regarding the increased use of the car park by those working in the Royal William Yard and thus reducing the provision of parking for those who wish to visit the area.</p> <p>To this end we have been instructed to consider placing restrictions in the car park, these being</p> <ul style="list-style-type: none"> <li>• Limiting time of parking</li> <li>• Closing the car park</li> <li>• Applying charges to the car park.</li> </ul> <p>The last two options were not deemed acceptable and therefore following consultation with the Royal William Yard (Urban Splash) and local community groups, the decision was made to propose changes to the legal traffic order to limit the stay period to three hours for visitors to the</p>

<p>complaints have been raised by Plymouth residents who do not like the fact that Devil's Point carpark is used by professionals who need to use the car park to avoid having to pay the high costs of the RWY car park? Is this correct?</p> <p>While I appreciate residents and tourist concerns, and agree that they should be able to use the car park when desired, I believe the current proposals are a completely inadequate solution to the problem. By changing the car park to only allow a car to be parked there for 3 hours with no return for 2 hours, it makes the car park completely unusable for somebody like me who needs to be in the office for 8 hours a day. Furthermore I think it is no coincidence that these complaints from residents have come about at a time when we have just faced what I would assume it one of our hottest summers on record. I am sure that the volumes of people travelling to Devil's Point have increased dramatically, causing much annoyance for various people wishing to park there.</p> <p>I am eager for the currently proposed changes to not go ahead so I would like to suggest some alternatives:</p> <p>Firstly, one solution to solve this problem could be to begin charging for the car parks use, but allow professionals who work within Royal William Yard to buy a parking pass for a reasonable price. This could be a yearly fee similar to residential parking permits on the city streets. Then pay and display machines could be installed and set the prices to something reasonable for the stay (maybe only during spring-autumn, with it being free to park in winter?). I would imagine that asking local residents to pay £1 for a 3 hour stay shouldn't cause too much trouble. Realistically, the only reason people want to use the car park as it stands at the moment (other than professionals like myself), is because they can get out of the house without paying a penny for parking. I'm sure by asking for a small monetary reimbursement that could help toward management of the carpark such as resurfacing, traffic warden costs etc. we could ensure that the car park is continued to be used by both professionals for work and residents who are out and about for leisure.</p> <p>My other suggestion would be that the car park could be segmented into professional parking and resident parking. Once again the professionals who</p>	<p>area. This is a scheme widely used across the city and country as a whole to protect vital tourist locations from the influx of commuter parking.</p> <p>We have undertaken a number of observation visits whereby we have identified a large number of car park users parking , walking to the Royal William Yard and returning 6 to 8 hours later, as with all businesses across the city, Plymouth City Council does not provide free commuter parking, whether this be in the area of the Royal William Yard or the City Centre.</p> <p>The Royal William Yard operators (Urban Splash) are responsible for developing a traffic and transport management plan for the development and are currently consulting on such a plan.</p> <p>I thank you for taking the time to respond to our consultation and will ensure that your comments are included within the consideration process.</p>
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	<p>work within RWY being given a permit but with no need to charge any visitors to the car park. People displaying their permit would only be able to park in the zone specifically marked for professionals and then residents and tourists could park in the normal spots with no need to pay. I do not find this as optimal a solution as the previously suggested one, but it have potential.</p> <p>Thank you for your time in reading this email. I hope you understand where I am come from and listen to what I have to say. Ultimately a solution needs to be found that suits all the current users of the carpark. If given the opportunity I would love to be able to walk from my house to work on a regular basis, but given the fact I live in Saltash and cannot find suitable accommodation for myself within my budget in Plymouth at the moment, then I have no choice but to drive.</p>	
9	<p>Devils Point Park has beautiful views across Plymouth Sound right up to the naval base and for the people of Plymouth is a perfect place to enjoy the views,watch passing ships.walk the dog or find quiet solitude.</p> <p>We have previously had a letter printed in the local press regarding this issue.and the use of the car park for commuters has been a blight on the area for several years.</p> <p>As local residents we fully support the measures laid out in this traffic order.</p>	<p>Thank you for your recent comments towards the proposals – 2021.2137264.</p> <p>Your comments have been logged on our records and will be considered as part of the final decision making process. At the end of the consultation period, a report will be prepared summarising any concerns that have been raised and making recommendations. In line with the statutory process, the decision on whether or not to proceed with these proposals will be made by the Cabinet Member for Transport</p>
10	<p>For the record, I am delighted that there will be a 3 hour limit on parking. I used to visit Devil's Point quite a lot and enjoy the sea and the views. I have been unable to do this by car for quite some time as the car park is always full. I can see that William Yard workers find it very convenient but this means that people like me, locals not visitors, cannot enjoy one of the quietest and most beautiful parts of the city. I can walk there, but many people don't have that level of mobility.</p>	<p>Thank you for your recent comments towards the proposals – 2021.2137264.</p> <p>Your comments have been logged on our records and will be considered as part of the final decision making process. At the end of the consultation period, a report will be prepared summarising any concerns that have been raised and making recommendations. In line with the statutory process, the decision on whether or not to proceed with these proposals will be made by the Cabinet Member for Transport</p>

<p>11</p>	<p>I just wanted to flag my concerns about the Devils point parking situation.</p> <p>Just to make you aware we have staff working until 8pm and without parking the only alternative is public transport. The next bus after 8pm is 8:45pm which is a long wait. Parking at the Royal William Yard is limited and the parking at Devils point helps some staff from waiting in the dark and cold for a bus. If you remove this option, I hope you will consider improving public transport services to and from the Royal William Yard.</p>	<p>Thank you for your email in response to our plans for the establishment of time restrictions in Devils Point Car Park.</p> <p>The Car Park in question is a Plymouth City Council owned and operated car park and has historically provided parking for visitors to the Devils Point area. Over the past 5 years Plymouth City Council have received numerous complaints from residents, visitors and local politicians regarding the increased use of the car park by those working in the Royal William Yard and thus reducing the provision of parking for those who wish to visit the area.</p> <p>To this end we have been instructed to consider placing restrictions in the car park, these being</p> <ul style="list-style-type: none"> <li>• Limiting time of parking</li> <li>• Closing the car park</li> <li>• Applying charges to the car park.</li> </ul> <p>The last two options were not deemed acceptable and therefore following consultation with the Royal William Yard (Urban Splash) and local community groups, the decision was made to propose changes to the legal traffic order to limit the stay period to three hours for visitors to the area. This is a scheme widely used across the city and country as a whole to protect vital tourist locations from the influx of commuter parking.</p> <p>We have undertaken a number of observation visits whereby we have identified a large number of car park users parking , walking to the Royal William Yard and returning 6 to 8 hours later, as with all businesses across the city, Plymouth City Council does not provide free commuter parking, whether this be in the area of the Royal William Yard or the City Centre.</p> <p>The Royal William Yard operators (Urban Splash) are responsible for developing a</p>
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		<p>traffic and transport management plan for the development and are currently consulting on such a plan.</p> <p>I thank you for taking the time to respond to our consultation and will ensure that your comments are included within the consideration process.</p>
12	<p>I think your suggestion is a great idea. It is extremely difficult to find parking when visiting.</p>	<p>Thank you for your recent comments towards the proposals – 2021.2137264.</p> <p>Your comments have been logged on our records and will be considered as part of the final decision making process. At the end of the consultation period, a report will be prepared summarising any concerns that have been raised and making recommendations. In line with the statutory process, the decision on whether or not to proceed with these proposals will be made by the Cabinet Member for Transport</p>
13	<p>Hello, with reference to the consultation of the car park at devils point, I would like to explain that I own the Devils point cafe ,and have owned it for over 30 years. I would like to point out that the problem with over night and all day parking has increased over the years ever since the RWYARD has been generated . leading to the problem that has arisen to date with relative no parking for the casual visitors (short term) .And i wholeheartedly welcome your intentions, I personally think 2 hour stay is sufficient, water boarding is becoming increasingly popular and some of the users have no thoughts for others when parking up and often take up two spaces to off load the equipment and believe me are gone on the water for well over 3 hours. Whilst on the subject of the car park ,over the last 3-4 years Emilly Bullimore of PPC has been trying to get a No trading or hawking ban on this car park ,to my knowledge nothing has happened for this to be implemented all though it has been promised for signage to be installed, perhaps you can consider this in your plans. How are the general implication of the parking regulations going to be implemented. Is</p>	<p>Thank you for your recent comments towards the proposals – 2021.2137264.</p> <p>Your comments have been logged on our records and will be considered as part of the final decision making process. At the end of the consultation period, a report will be prepared summarising any concerns that have been raised and making recommendations. In line with the statutory process, the decision on whether or not to proceed with these proposals will be made by the Cabinet Member for Transport</p> <p>We have forwarded the email regarding trade sales to the relevant department</p>

	<p>the car park going to be closed at night to distract the boy racers and other activities!!          .and finally I hope some resolution can be implemented but on the down side I feel it may well transfer the problem down to my small car park . As I have stated I have been here for over 30 years so any more input that may be helpful to you please free to contact me. 07817697467. Kind regards kelvin phillips.</p>	
14	<p>I have just seen the post about the new changes coming up to the use of devils point car park.</p> <p>I am a regular user of this car park as I work at the royal William Yard and I know the struggle to find parking around that area.</p> <p>It's absolutely insane, specially with the Yard car park charges which are massive (10£ a day)!!!</p> <p>The devils point car park is our only chance to park easily and free, so I would appreciate if you could possibly review the changes that are meant to be happening or create some kind of rule or have low charges or create a workers parking pass or anything really.</p> <p>This means a lot to the workers at the yard, I am sure many other people will have the same opinion.</p> <p>I do appreciate your time and hope to get some kind of response.</p>	<p>Thank you for your email in response to our plans for the establishment of time restrictions in Devils Point Car Park.</p> <p>The Car Park in question is a Plymouth City Council owned and operated car park and has historically provided parking for visitors to the Devils Point area. Over the past 5 years Plymouth City Council have received numerous complaints from residents, visitors and local politicians regarding the increased use of the car park by those working in the Royal William Yard and thus reducing the provision of parking for those who wish to visit the area.</p> <p>To this end we have been instructed to consider placing restrictions in the car park, these being</p> <ul style="list-style-type: none"> <li>• Limiting time of parking</li> <li>• Closing the car park</li> <li>• Applying charges to the car park.</li> </ul> <p>The last two options were not deemed acceptable and therefore following consultation with the Royal William Yard (Urban Splash) and local community groups, the decision was made to propose changes to the legal traffic order to limit the stay period to three hours for visitors to the area. This is a scheme widely used across the city and country as a whole to protect vital tourist locations from the influx of commuter parking.</p>

		<p>We have undertaken a number of observation visits whereby we have identified a large number of car park users parking , walking to the Royal William Yard and returning 6 to 8 hours later, as with all businesses across the city, Plymouth City Council does not provide free commuter parking, whether this be in the area of the Royal William Yard or the City Centre.</p> <p>The Royal William Yard operators (Urban Splash) are responsible for developing a traffic and transport management plan for the development and are currently consulting on such a plan.</p> <p>I thank you for taking the time to respond to our consultation and will ensure that your comments are included within the consideration process.</p>
15	<p>I understand the view of the visitors but would like present the point of view of employees and employers of hospitality sector around Royal William Yard. For many people living far away personal vehicles are only option to travel to work due to hours required by the business and for many of them, working for national minimum wage or just above it, the option of paying £1 per hour for parking is very expensive. There isn't many other options of parking in walking distance either for free or at the reasonable price. If Devil's Point will stop being an option many of them will be forced to look for employment elsewhere. Which will make currently difficult recruitment across the hospitality sector even more challenging for Royal William Yard business.</p> <p>Thank you for your consideration</p>	<p>Thank you for your email in response to our plans for the establishment of time restrictions in Devils Point Car Park.</p> <p>The Car Park in question is a Plymouth City Council owned and operated car park and has historically provided parking for visitors to the Devils Point area. Over the past 5 years Plymouth City Council have received numerous complaints from residents, visitors and local politicians regarding the increased use of the car park by those working in the Royal William Yard and thus reducing the provision of parking for those who wish to visit the area.</p> <p>To this end we have been instructed to consider placing restrictions in the car park, these being</p> <ul style="list-style-type: none"> <li>• Limiting time of parking</li> <li>• Closing the car park</li> <li>• Applying charges to the car park.</li> </ul> <p>The last two options were not deemed acceptable and therefore following</p>

		<p>consultation with the Royal William Yard (Urban Splash) and local community groups, the decision was made to propose changes to the legal traffic order to limit the stay period to three hours for visitors to the area. This is a scheme widely used across the city and country as a whole to protect vital tourist locations from the influx of commuter parking.</p> <p>We have undertaken a number of observation visits whereby we have identified a large number of car park users parking, walking to the Royal William Yard and returning 6 to 8 hours later, as with all businesses across the city, Plymouth City Council does not provide free commuter parking, whether this be in the area of the Royal William Yard or the City Centre.</p> <p>The Royal William Yard operators (Urban Splash) are responsible for developing a traffic and transport management plan for the development and are currently consulting on such a plan.</p> <p>I thank you for taking the time to respond to our consultation and will ensure that your comments are included within the consideration process.</p>
16	<p>would like to put in my comments on the above proposal for a change to the parking arrangements at the Devil's Point Car Park. I am a resident of the adjacent Admiralty Cottages (I live in No 10).</p> <p>In general, I think that the idea is a good one – it will mean that people can drive to Devil's Point to visit for a walk or a swim etc, and during the day we won't have the car park filled up with people who are working (or living) at the RWY and leaving their cars there all day. So thanks for this!</p> <p>A few things to consider. First of all, I'm wondering if a 4-hour parking period might be better than a 3-hour period. From time to time, we have events on at the local tennis</p>	<p>Thank you for your email in response to our plans for the establishment of time restrictions in Devils Point Car Park.</p> <p>The Car Park in question is a Plymouth City Council owned and operated car park and has historically provided parking for visitors to the Devils Point area. Over the past 5 years Plymouth City Council have received numerous complaints from residents, visitors and local politicians regarding the increased use of the car park by those working in the Royal William Yard and thus reducing the provision of parking for those who wish to visit the area.</p>

<p>club in Durnford Street, and 3 hours might be a bit tight for people attending the events (eg a coffee morning), and particularly for anyone contributing to the running of the event (eg setting up and clearing up afterwards). Or is there a way that someone could apply for a slightly longer stay for 'community events'?</p> <p>Secondly, over the past year or so we have had a big reprieve from the unpleasant behaviour overnight in the car park. There always used to be quite a lot of 'boy racer' activities, loud music, 'dogging' and other things that were fairly unpleasant for local residents. Because more people have been parking in the car park for the past year or so (as people have discovered the car park recently, due at least in part to the local swimmers / paddle-boarders / etc having started coming here since lockdowns first started), the car park has been more full overnight, and so the anti-social behaviour in the car park has pretty much disappeared (thank goodness!). If you do limit parking to 3 hours (or 4), I'm expecting fewer people to park longer-term in the car park, and so maybe the car park will become emptier again overnight and we might get a resurgence of the anti-social behaviour. So I'm asking whether it's possible to try to put something in place to deter this sort of behaviour. I'm not sure what that is – whether it's cameras, and/or ANPR, or some kerbs across the car park (like you get in many supermarket car parks), or whatever you can think of. I know that we can always call the police when there's a problem, but ideally we'd arrange things so that people were deterred without having to bother the police.</p> <p>Another issue is that when the car park has (very occasionally) been extremely busy in previous years, with a lot of people wanting to park – eg when the firework competition is on – then we have had people trying to park in our private road (Admiralty Cottages). We tend to lock the gate (or at least, make it look like it's locked), and I'm keen that any parking restrictions that you put in place for the public car park don't end up with more people trying</p>	<p>To this end we have been instructed to consider placing restrictions in the car park, these being</p> <ul style="list-style-type: none"> <li>• Limiting time of parking</li> <li>• Closing the car park</li> <li>• Applying charges to the car park.</li> </ul> <p>The last two options were not deemed acceptable and therefore following consultation with the Royal William Yard (Urban Splash) and local community groups, the decision was made to propose changes to the legal traffic order to limit the stay period to three hours for visitors to the area. This is a scheme widely used across the city and country as a whole to protect vital tourist locations from the influx of commuter parking.</p> <p>We have undertaken a number of observation visits whereby we have identified a large number of car park users parking, walking to the Royal William Yard and returning 6 to 8 hours later, as with all businesses across the city, Plymouth City Council does not provide free commuter parking, whether this be in the area of the Royal William Yard or the City Centre.</p> <p>The Royal William Yard operators (Urban Splash) are responsible for developing a traffic and transport management plan for the development and are currently consulting on such a plan.</p> <p>I thank you for taking the time to respond to our consultation and will ensure that your comments are included within the consideration process.</p>
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	<p>to park in our road. I understand that this is 'our problem' to a large extent, but would welcome any thoughts or ideas that you have (and anything you might be able to do) to deter this.</p> <p>Finally, I believe that some people might have worries about some of the workers in the RWY not being able to park all day for free any more – and this might mean they have to pay to park in the RWY, which would affect their income. But maybe the RWY should offer free parking (or cheap parking) to people working in the yard?</p>	
17	<p>I would like to submit my comments regarding the proposal to restrict the usage of the car park at Devils Point.</p> <p>I work in RWY and since being brought back to the office following lockdown restrictions I have relied on this car park due to the high cost of parking within the yard. I would have to pay £10 per day, 5 days a week for 48 weeks of the year if parking privately which would equate to around 10% of my annual salary on parking alone. This will in turn create further financial pressure on myself and most workers in the yard due to the lower than average salaries paid in Plymouth. I object to the proposals being made and hope the local authority can accommodate hard working tax payers with an alternative arrangement.</p>	<p>Thank you for your email in response to our plans for the establishment of time restrictions in Devils Point Car Park.</p> <p>The Car Park in question is a Plymouth City Council owned and operated car park and has historically provided parking for visitors to the Devils Point area. Over the past 5 years Plymouth City Council have received numerous complaints from residents, visitors and local politicians regarding the increased use of the car park by those working in the Royal William Yard and thus reducing the provision of parking for those who wish to visit the area.</p> <p>To this end we have been instructed to consider placing restrictions in the car park, these being</p> <ul style="list-style-type: none"> <li>• Limiting time of parking</li> <li>• Closing the car park</li> <li>• Applying charges to the car park.</li> </ul> <p>The last two options were not deemed acceptable and therefore following consultation with the Royal William Yard (Urban Splash) and local community groups, the decision was made to propose changes to the legal traffic order to limit the stay</p>

		<p>period to three hours for visitors to the area. This is a scheme widely used across the city and country as a whole to protect vital tourist locations from the influx of commuter parking.</p> <p>We have undertaken a number of observation visits whereby we have identified a large number of car park users parking , walking to the Royal William Yard and returning 6 to 8 hours later, as with all businesses across the city, Plymouth City Council does not provide free commuter parking, whether this be in the area of the Royal William Yard or the City Centre.</p> <p>The Royal William Yard operators (Urban Splash) are responsible for developing a traffic and transport management plan for the development and are currently consulting on such a plan.</p> <p>I thank you for taking the time to respond to our consultation and will ensure that your comments are included within the consideration process.</p>
18	<p>My ward constituents fully support the proposals</p>	<p>Thank you for your recent comments towards the proposals – 2021.2137264.</p> <p>Your comments have been logged on our records and will be considered as part of the final decision making process. At the end of the consultation period, a report will be prepared summarising any concerns that have been raised and making recommendations. In line with the statutory process, the decision on whether or not to proceed with these proposals will be made by the Cabinet Member for Transport</p>
19	<p>I am happy at the proposal by Plymouth City Council for the future installation of pay &amp; display at the Devil's Point Car Park.</p> <p>My reason is, that as an old age pensioner, it is very therapeutic to go the Devil's Point and other beauty spots along the waterways of our</p>	<p>Thank you for your recent comments towards the proposals – 2021.2137264.</p> <p>Your comments have been logged on our records and will be considered as part of the final decision making process. At the end of the consultation period, a</p>

	<p>city, so that nature and the freedom of the view can refresh the soul and spirit. Being more unable to walk great distances, it is ideal for my husband and I to take the car, park in the carpark and go for a walk around the pathways for a short while and sit for a cup of tea when the weather is inclement.</p> <p>It has been difficult to find a space sometimes due to those who take advantage to spend hours in the parking bays whilst working in the Royal William Yard.</p>	<p>report will be prepared summarising any concerns that have been raised and making recommendations. In line with the statutory process, the decision on whether or not to proceed with these proposals will be made by the Cabinet Member for Transport</p>
20	<p>I just read this notice of proposed order.</p> <p>I would like to share that some workers from Royal William Yard and around live far away from the area and there is no other car park around where we can park all day Royal William Yard car park is way too expensive to park 8 to 12hours / 5 days a week.</p> <p>I understand the visitors but I can tell that many times at early morning the car park is nearly full and is not from workers.</p> <p>I just would like to someone take consideration of the people that work really hard all day long. If the visitors would like to have a nice coffee or meal they need to have someone to serve them and believe me that on this days it's been very difficult to find staff because this area is far away from the centre and without car park it will be even harder.</p> <p>Car park could have an area for visitors and other for workers even with a small fee.</p>	<p>Thank you for your email in response to our plans for the establishment of time restrictions in Devils Point Car Park.</p> <p>The Car Park in question is a Plymouth City Council owned and operated car park and has historically provided parking for visitors to the Devils Point area. Over the past 5 years Plymouth City Council have received numerous complaints from residents, visitors and local politicians regarding the increased use of the car park by those working in the Royal William Yard and thus reducing the provision of parking for those who wish to visit the area.</p> <p>To this end we have been instructed to consider placing restrictions in the car park, these being</p> <ul style="list-style-type: none"> <li>• Limiting time of parking</li> <li>• Closing the car park</li> <li>• Applying charges to the car park.</li> </ul> <p>The last two options were not deemed acceptable and therefore following consultation with the Royal William Yard (Urban Splash) and local community groups, the decision was made to propose changes to the legal traffic order to limit the stay period to three hours for visitors to the area. This is a scheme widely used across</p>



		<p>the city and country as a whole to protect vital tourist locations from the influx of commuter parking.</p> <p>We have undertaken a number of observation visits whereby we have identified a large number of car park users parking , walking to the Royal William Yard and returning 6 to 8 hours later, as with all businesses across the city, Plymouth City Council does not provide free commuter parking, whether this be in the area of the Royal William Yard or the City Centre.</p> <p>The Royal William Yard operators (Urban Splash) are responsible for developing a traffic and transport management plan for the development and are currently consulting on such a plan.</p> <p>I thank you for taking the time to respond to our consultation and will ensure that your comments are included within the consideration process.</p>
21	<p>I write to object to the proposed changes to devils point car park.</p> <p>This car park is used daily by many including commuters, lido/beach visitors and local residents who all wish to use the car park for longer than 3 hours.</p> <p>Amending and limiting the car parking times will have a detrimental effect on all of the local businesses within royal william yard and devils point cafe who rely on commuters and beach visitors who all stay for longer than 3 hours to keep up the passing trade on quiet weekdays.</p> <p>There are already several areas for parking that are limited to 2 hours for those who wish to stay for short periods. There is also generous pay and display parking within Royal William Yard that can be utilized by short stay visitors but becomes unaffordable for anyone wishing to use the area for long periods of</p>	<p>Thank you for your email in response to our plans for the establishment of time restrictions in Devils Point Car Park.</p> <p>The Car Park in question is a Plymouth City Council owned and operated car park and has historically provided parking for visitors to the Devils Point area. Over the past 5 years Plymouth City Council have received numerous complaints from residents, visitors and local politicians regarding the increased use of the car park by those working in the Royal William Yard and thus reducing the provision of parking for those who wish to visit the area.</p> <p>To this end we have been instructed to consider placing restrictions in the car park, these being</p> <ul style="list-style-type: none"> <li>• Limiting time of parking</li> <li>• Closing the car park</li> </ul>

<p>time and therefore rely on Devils Point Car Park.</p> <p>These changes will force people to work from home which will ultimately end up with businesses struggling with a lack of week day trade and therefore have a detrimental effect on royal william yard and retail in the long run.</p> <p>The 'high street' is currently struggling and councils are struggling to keep city centres busy due to more people moving online. The move to limiting this car park will only worsen this and there will be a lack of passing trade.</p> <p>Having read the article in the Plymouth Herald regarding the changes it seems complaints have been brought about blaming commuters for the lack of parking spaces. However it should be noted that this car park is full both weekdays and Saturdays as it is a popular spot for many people therefore penalising the commuters that do use the car park seems unfair as everyone has a right to share this space.</p> <p>I wonder if a compromise could be reached and perhaps the car park could only be limited at peak times seasonally for example may-september. Therefore commuters can still use the car park and help keep the passing trade and businesses running within the yard at their quiet times through the winter. Dartmouth centre operates a similar system which seems to work for them.</p>	<ul style="list-style-type: none"> <li>• Applying charges to the car park.</li> </ul> <p>The last two options were not deemed acceptable and therefore following consultation with the Royal William Yard (Urban Splash) and local community groups, the decision was made to propose changes to the legal traffic order to limit the stay period to three hours for visitors to the area. This is a scheme widely used across the city and country as a whole to protect vital tourist locations from the influx of commuter parking.</p> <p>We have undertaken a number of observation visits whereby we have identified a large number of car park users parking , walking to the Royal William Yard and returning 6 to 8 hours later, as with all businesses across the city, Plymouth City Council does not provide free commuter parking, whether this be in the area of the Royal William Yard or the City Centre.</p> <p>The Royal William Yard operators (Urban Splash) are responsible for developing a traffic and transport management plan for the development and are currently consulting on such a plan.</p> <p>I thank you for taking the time to respond to our consultation and will ensure that your comments are included within the consideration process.</p>
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### 3. PROPOSAL

- 3.1. In considering the representations received it is proposed to implement the amendments to Devils Point as advertised in order to provide additional support to the visitors and local community to the area. Such amendments will also support the Councils commitment to support Plymouth districts through maintaining free parking.

### 4. LEGAL CONSIDERATIONS

- 4.1. The lawful implications and consequences of the proposal have been considered and taken into account in the preparation of this report.
- 4.2. 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.

## **5. FINANCIAL IMPLICATIONS**

- 5.1. The financial implication will be approximately £5k for the Traffic Order and the installation of the Pay & Display Machine, Income will then be generated by the enforcement of overstaying vehicles, this should therefore enable the car park to operate on a break even basis.
- 5.2. Whilst not possible to accurately forecast the impact of this decision, it reasonable to make some assumptions: -
- 5.3. The cost of £5k to implement this decision relating to the publication of public notices, car park signage and reconfiguration of parking payment systems. This is to be funded from the Off Street Parking Trading Account.

## **6. RECOMMENDATION**

- 6.1. It is recommended to implement the changes as advertised, to implement the following amendment to The City of Plymouth (Off-Street Parking Places) Order 2007 (as amended):
  - 6.1.1. To implement a tariff of 3 Hours free parking, no return for 2 hours with the requirement to display a ticket,

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# 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"> <li>To implement restrictions in Devils Point Car Park to Three Hours no Return within two hours</li> </ul>
Author	Darren Stoneman
Department and service	Plymouth Highways (Parking)
Date of assessment	14/10/2021

## STAGE 2: EVIDENCE AND IMPACT

Protected characteristics (Equality Act)	Evidence and information (eg data and feedback)	Any adverse impact See <a href="#">guidance</a> on how to make judgement	Actions	Timescale and who is responsible
Age	<ul style="list-style-type: none"> <li>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).</li> <li>Of the 16 SW authorities we have the third lowest percentage of older people (75), and the fifth highest percentage of children</li> </ul>	There will be an adverse impact on the working age population who currently work in the Royal William Yard and park without restriction, this will mean that they will have to find alternatives or pay to park, this is being covered in a traffic management plan and green travel plan required by Urban Splash	None	Darren Stoneman Ensure processes are in place to support the launch

	<p>and young people (under 18).</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• 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).</li> <li>• Plymouth has the sixth highest percentage of working age people in the South West.</li> </ul>	<p>There will be a significant positive impact on the greater community as they will be able to access the area for walking, fresh air and leisure activities which are currently not possible due to the over population of commuter parking</p>		
<p><b>Disability</b></p>	<ul style="list-style-type: none"> <li>• A total of 31,164 people (from 28.5 per cent of households) declared themselves as having</li> </ul>	<p>There will be no adverse impact as this free up parking facility to allow access for visitors</p>		<p>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"> <li>• 10 per cent of our population have their day-to-day activities limited a lot by a long-term health problem or disability.</li> <li>• 1,297 adults registered with a GP in Plymouth have some form of learning disability (2013/14).</li> <li>• Plymouth schools report that of every 1,000 children 17.5 have a learning difficulty.</li> <li>• There are 27166 adults with a disability in work.</li> <li>• There are 23,407 carers aged between 18 and 64 in Plymouth known to our services.</li> <li>• There are 17,937 state pension age</li> </ul>			
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	<p>people with disability.</p> <ul style="list-style-type: none"> <li>• There are 3,142 children with disability.</li> <li>• 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.</li> <li>• 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.</li> <li>• Over 13,000 people in our City are currently dependent on ESA.</li> </ul>			
<p><b>Faith/religion or belief</b></p>	<ul style="list-style-type: none"> <li>• 84,326 (32.9 per cent) of the Plymouth population</li> </ul>	<p>There will be no impact on this sector of society, however there is a large church within walking distance and this may improve access to the church</p>	<p>None</p>	<p>N/A</p>



	<p>stated they had no religion.</p> <ul style="list-style-type: none"> <li>• Those with a Hindu, Buddhist, Jewish or Sikh religion combined totalled less than 1 per cent.</li> <li>• Christianity: 148,917 people (58.1 per cent), decreased from 73.6 per cent since 2001.</li> <li>• Islam: 2,078 people (0.8 per cent), doubled from 0.4 per cent since 2001.</li> <li>• Buddhism: 881 people (0.3 per cent), increased from 0.2 per cent since 2001.</li> <li>• Hinduism: 567 people (0.2 per cent) described their religion as Hindu, increased from 0.1 per cent since 2001.</li> <li>• Judaism: 168 people (0.1 per cent), decreased from 181 people since 2001.</li> <li>• Sikhism: 89 people (less than 0.1 per cent), increased from 56 people since 2001.</li> <li>• 0.5 per cent of the population had a current religion that was not Christianity,</li> </ul>			
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	<p>Islam, Buddhism, Hinduism, Judaism or Sikh, such as Paganism or Spiritualism.</p>			
<p><b>Gender - including marriage, pregnancy and maternity</b></p>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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), Whitleigh (137) and Devonport (137).</li> <li>• 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.</li> </ul>	<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"> <li>• 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)</li> <li>• Women employed by Plymouth City Council currently earn 97.4% of the average full time hourly wages of their male colleagues. (PCC Data)</li> </ul>			
<p><b>Gender reassignment</b></p>	<ul style="list-style-type: none"> <li>• 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%).</li> <li>• 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.</li> </ul>	<p>The proposals will have no impact on any individual based on gender reassignment</p>	<p>None</p>	<p>N/A</p>

<b>Race</b>	<ul style="list-style-type: none"> <li>92.9% of people living in the city identify themselves as White British</li> <li>7.1% identify themselves as Black and Minority Ethnic</li> </ul>	The proposals will have no impact on any individual based on Race	None	N/A
<b>Sexual orientation - including civil partnership</b>	<ul style="list-style-type: none"> <li>There are no definitive data on <b>sexual orientation</b> 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.</li> </ul>	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**

<b>Local priorities</b>	<b>Implications</b>	<b>Timescale and who is responsible</b>
<b>Reduce the gap in average hourly pay between men and women by 2020.</b>	There are no implications	N/A
<b>Increase the number of hate crime incidents reported and maintain good satisfaction rates in dealing</b>	There are no implications	N/A

<b>with racist, disablist, homophobic, transphobic and faith, religion and belief incidents by 2020.</b>		
<b>Good relations between different communities (community cohesion)</b>	There will be a positive impact for all residents and visitors who wish to visit the area for leisure purposes.	N/A
<b>Human rights</b> Please refer to <a href="#">guidance</a>	There are no implications	N/A

**STAGE 4: PUBLICATION**

Responsible Officer Mike Artherton

Date 14/10/2021

Parking, Highway and CCTV Group Manager

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# EXECUTIVE DECISION

made by a Cabinet Member



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

Executive Decision Reference Number – HC3 21/22

Decision				
1	<b>Title of decision:</b> Broadland Green Planning Obligations			
2	<b>Decision maker (Cabinet member name and portfolio title):</b> Councillor Vivien Pengelly, Cabinet Member for Home and Communities			
3	<b>Report author and contact details:</b> Joe McCarthy, Development Delivery Officer, <a href="mailto:joe.mccarthy@plymouth.gov.uk">joe.mccarthy@plymouth.gov.uk</a> 01752 305190			
4	<b>Decision to be taken:</b> Approve the ring-fencing of £85,545 from the re-development budget for Broadland Green (the Former Morley Youth Centre) for a range of section 106 mitigation measures required by the Local Planning Authority.			
5	<b>Reasons for decision:</b> The Local Planning Authority requires comfort that the Council (as landowner) will provide the mitigation before they will consent to the redevelopment of the site for housing. Normally this comfort is provided via what is known as a Section 106 agreement but as the Council is both Applicant and Local Planning Authority it is unable to sign an agreement with itself. This executive decision gives assurance to the Local Planning Authority in advance of planning permission being granted.			
6	<b>Alternative options considered and rejected:</b> The alternative would be to not agree to provide this mitigation and therefore planning permission would not be granted and the redevelopment of the former Morley Youth Centre would not go ahead.			
7	<b>Financial implications and risks:</b> The redevelopment of the Former Morley Youth Centre is a Plan for Homes 3 project with funding available under Executive Decision L12 19/20. The final decision to go ahead with this project and draw down funds from Plan for Homes 3 will be made in Q4 2021/22 when the final cost is known following the tendering of the construction contract.  If for any reason the project does not proceed the £85,545 committed to here will not be required as it is only required on commencement (other than demolition) of the development. Should the Council for any reason decide not to deliver the redevelopment of the Former Morley Youth Centre themselves and instead sell the site, the purchaser will be required to enter in to a Section 106 agreement with the Local Planning Authority in order to deliver the mitigation measures.			
8	<b>Is the decision a Key Decision?</b>	<b>Yes</b>	<b>No</b>	<b>Per the Constitution, a key decision is one which:</b>

	(please contact <a href="#">Democratic Support</a> for further advice)	✓	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>£1 million</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.
	If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a>	N/A	
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	<p>The mitigation required will fund the following items:</p> <p>Health infrastructure: £5,041</p> <p>Secondary Education infrastructure: £37,144</p> <p>Improvements at Saltram: £20,229.12</p> <p>Staddiscombe Playing Pitches: £15,054.89</p> <p>Southernway Play Park: £6,154.29</p> <p>Dunstone Allotments: £421.80</p> <p>Slow Worm translocation monitoring: £1,500</p> <p>These obligations are a requirement of granting consent under the National Planning Policy Framework and the Plymouth and South West Joint Local Plan however they also have the following links:</p> <p><b>Links to the Corporate Plan:-</b></p> <p><b>Unlocking the City's Potential</b></p> <p><i>A green, sustainable city that cares about the environment</i> -This project will make financial contributions to the greenspace at Saltram House and Gardens, Staddiscombe Playing Pitches and Southernway Play Park. It will also ensure that any Slow Worms present on the site are carefully translocated to Radford Woods.</p> <p><i>Offer a wide range of homes</i> – The contributions committed to in this decision will unlock planning permission for 10 new, sustainable and adaptable family homes in a popular area of the city.</p> <p><b>Caring for people and communities</b></p> <p><i>Reduced health inequalities</i> – This project will make a financial contribution to Health infrastructure in the city.</p> <p><i>Improved schools where pupils achieve better outcomes</i> - This project will make a significant financial contribution to Secondary Education provision across the city.</p>	



		<p><b>Links to the Plymouth Plan</b></p> <p>This project supports Policy GRO3 – Accelerating the delivery of new homes. The project sits within ‘Plan for Homes’ and demonstrates the pro-active approach the Council is taking to accelerate housing delivery across the city. This project is part of Plan for Homes 3.</p> <p>10 new homes will be consented on brownfield land that is unallocated in the Joint Local Plan and represents windfall housing over and above the plan target. Any surplus generated from either the sale of the site or the homes themselves will be reinvested in Plan for Homes to further accelerate housing delivery across the city.</p>		
<b>10</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	This specific decision does not have any environmental implications but the Broadland Green project that it enables will provide 10 low carbon, energy efficient family homes and a circa 40% biodiversity improvement in the local area.		
<b>Urgent decisions</b>				
<b>11</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	<b>Yes</b>		(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		<b>No</b>	x	<b>(If no, go to section 13a)</b>
<b>12a</b>	<b>Reason for urgency:</b>			
<b>12b</b>	<b>Scrutiny Chair Signature:</b>		<b>Date</b>	
	<b>Scrutiny Committee name:</b>			
	<b>Print Name:</b>			
<b>Consultation</b>				
<b>13a</b>	<b>Are any other Cabinet members’ portfolios affected by the decision?</b>	<b>Yes</b>		
		<b>No</b>	X	<b>(If no go to section 14)</b>
<b>13b</b>	<b>Which other Cabinet member’s portfolio is affected by the decision?</b>	N/A		
<b>13c</b>	<b>Date Cabinet member consulted</b>			
<b>14</b>		<b>Yes</b>		

	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>No</b>	<input checked="" type="checkbox"/>	If yes, please discuss with the Monitoring Officer				
<b>15</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Anthony Payne					
		<b>Job title</b>	<b>Strategic Director for Place</b>					
		<b>Date consulted</b>	29/10/2021					
<b>Sign-off</b>								
<b>16</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS61 21/22					
		<b>Finance (mandatory)</b>	pl.22.146					
		<b>Legal (mandatory)</b>	LS/37567/AC/2/11/21					
		<b>Human Resources (if applicable)</b>						
		<b>Corporate property (if applicable)</b>						
		<b>Procurement (if applicable)</b>						
<b>Appendices</b>								
<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>						
	A	Briefing report for publication ( <i>mandatory</i> ) Business Case attached						
<b>Confidential/exempt information</b>								
<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>	<input type="checkbox"/>	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.  (Keep as much information as possible in the briefing report that will be in the public domain)				
		<b>No</b>	<input checked="" 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:</b>							
<b>Background Papers</b>								

**19** Please list all unpublished, background papers relevant to the decision in the table below.  
 Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.

Title of background paper(s)	Exemption Paragraph Number						
	1	2	3	4	5	6	7

**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.

<b>Signature</b>	<i>Vivien Pencelly</i>	<b>Date of decision</b>	<i>9th Nov. 2021</i>
<b>Print Name</b>	VIVIEN PENCELLY		

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# BROADLAND GREEN PLANNING OBLIGATIONS

Business Case in support of Executive Decision



## 1. Purpose of Report

The Council are seeking planning permission to demolish the former Morley Youth Centre, Plymstock and build ten family homes in a scheme titled Broadland Green. Plans have been submitted to the Local Planning Authority and are currently being determined. As part of granting planning permission the Local Planning Authority requires the development to mitigate a number of impacts and applicants are required to provide what are known as Section 106 obligations. The obligations for this development are as follows:

- Health infrastructure: £5,041
- Secondary Education infrastructure: £37,144
- Improvements at Saltram: £20,229.12
- Staddiscombe Playing Pitches: £15,054.89
- Southernway Play Park: £6,154.29
- Dunstone Allotments: £421.80
- Slow Worm translocation monitoring: £1,500
- Total: £85,545

For typical development these obligations are captured via a 'Section 106 Agreement' which is a legally enforceable agreement between the applicant and the Local Planning Authority. In this case both the applicant and the Local Planning Authority are Plymouth City Council and it is not possible for the Council to enter in to a legally enforceable agreement with itself. The Local Planning Authority has requested that the Council provide an Executive Decision confirming that should the Council (as landowner) take forward this development that it commits to providing the above obligations.

Once planning permission has been granted the Council will be in a position to either sell the site for a greater value or directly develop the homes. Should the Council decide to directly develop the site this will be via Plan for Homes 3, the funding of which will be the subject of a separate business case. Should the Council decide to dispose of the site then it will be a condition of the planning permission that any purchaser enters in to a Section 106 Agreement with the Local Planning Authority to provide the above obligations (instead of the Council).

## 2. Financial Implications

This decision does not commit the Council to any financial spending unless and until the Council takes forward the development at the Former Morley Youth Centre. The overall development at the Youth Centre is likely to be in the region of £3m and the obligations sought here at £85k are relatively modest in their impact. The overall project, including these obligations, will need to be financially viable for the development to go forward and this will be assessed in a later business case when the full project costs are known.

## 3. Next Steps

If approval is given, it will allow the Local Planning Authority to grant planning permission for the development. Once planning permission is granted it will allow the Council to tender for the construction package and make a full determination of project viability. Should the project be viable a business case for the development will be presented to the Cabinet Member for Home and Communities for a decision.

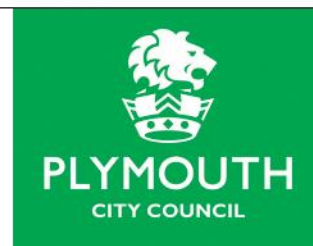
#### **4. Recommendation and Reasons**

It is recommended that the Cabinet Member for Home and Communities confirms that should the Council take forward the development at the Former Morley Youth Centre that the Council will provide the planning obligations listed above.

The decision needs to be taken now to provide assurance to the Local Planning Authority that any development by the Council at the Former Morley Youth Centre will mitigate the impact of that development. Without this assurance, the Local Planning Authority will not grant permission for the development.

# EXECUTIVE DECISION

made by a Council Officer



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

Executive Decision Reference Number – SPI02 21/22


Decision	
1	<p><b>Title of decision:</b> Intensive School Engagement (Cycling and Scooting) Service Re-Procurement</p>
2	<p><b>Decision maker (Council Officer name and job title):</b> Paul Barnard, Service Director, Strategic Planning &amp; Infrastructure</p>
3	<p><b>Report author and contact details:</b> Debbie Newcombe, <a href="mailto:debbie.newcombe@plymouth.gov.uk">debbie.newcombe@plymouth.gov.uk</a></p>
4a	<p><b>Decision to be taken:</b> The Service Director for Strategic Planning &amp; Infrastructure to:</p> <ul style="list-style-type: none"> <li>• Approve the Business Case for Re-procurement of the Intensive School Engagement (Cycling and Scooting) Service</li> <li>• Authorises the commencement of the Procurement Process</li> <li>• Delegates the award of the contract(s) to Philip Heseltine, Head of Transport</li> </ul>
4b	<p><b>Reference number of original executive decision or date of original committee meeting where delegation was made:</b> N/A</p>
5	<p><b>Reasons for decision:</b></p> <p>The Intensive School Engagement (Cycling &amp; Scooting) Service has been in place, almost continuously, since 2012 and is a highly commended programme amongst schools and external partners. It supports the Council's wider Plymotion programme by encouraging children to travel actively and sustainably, and teaching them the benefits of doing so.</p> <p>The project is 100% externally funded through Government grants, which have now been confirmed until 31 August 2022, and a developer contribution which has been secured and drawn down. The current contract ends in December 2021 and we are therefore looking to re-procure the contract to ensure continuity in provision of this vital service for schools, their pupils and parents, for the remainder of the 2021/22 academic year, with the option to extend for 2 further years, subject to ongoing funding.</p>
6	<p><b>Alternative options considered and rejected:</b></p> <p>Options considered were as follows:</p> <p><b>Option 1 - Do Nothing</b></p> <p>This option was rejected as funding has been received to deliver this specific project. If the project does</p>

	<p>not go ahead the funding would need to be returned and all the excellent work that has taken place over the last 10 years would start to be lost.</p> <p><b>Option 2 - Extend the Current Contract</b></p> <p>This option was rejected because the current contract does not have any extension clauses built in</p>			
<b>7</b>	<p><b>Financial implications and risks:</b></p> <p>This project is 100% externally funded through Government grants and a developer contribution, which has already been secured to cover the costs of the first 8 months of this contract. The extension clauses that we intend to build into this contract will only be enacted in future years if further external funding can be secured.</p> <p>The only risk would come from not approving this business case, as failure to re-procure would mean the funding already received would need to be returned.</p>			
<b>8</b>	<p><b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)</p>	<p><b>Yes</b></p>	<p><b>No</b></p>	<p><b>Per the Constitution, a key decision is one which:</b></p>
			X	<p>in the case of <b>capital</b> projects and contract awards, results in a new commitment to spend and/or save in excess of <b>£3million</b> in total</p>
			X	<p>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></p>
			X	<p>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>8b</b>	<p><b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b></p>	N/A		
<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 aims and objectives of the Intensive School Engagement project fully align with the Council's Climate Emergency Action Plan through the reduction of private car use and the Council's commitment to walking and cycling as set out in the Plymouth Plan.</p> <p>In the Plymouth Plan we have made a commitment to deliver a safe, accessible, sustainable and health enabling transport system that delivers a step change in walking, cycling and public transport as the travel modes of choice for those living in and visiting the city. We have said that we will make sure that transport is delivered in the most health promoting and environmentally responsible manner, where the impact of severance caused by transport networks is reduced, enabling more journeys by walking, cycling and public transport and providing genuine alternative ways to travel. To do this we have adopted a hierarchy of modes and routes based upon different spatial settings, with walking and cycling being the best option for local trips. Our strategy mirrors the national policy set out in the statutory Cycling and Walking Investment Strategy (CWIS) and accords with Governments vision articulated in the Gear</p>		



		Change Report:		
<b>10</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	The aims and objectives of the Intensive School Engagement project fully align with the Council's Climate Emergency Action Plan through the reduction of private car use and the Council's commitment to walking and cycling as set out in the Plymouth Plan.		
<b>Urgent decisions</b>				
<b>11</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	<b>Yes</b>		(If yes, please contact <a href="#">Democratic Support</a> for advice)
		<b>No</b>	X	(If no, go to section 13a)
<b>12a</b>	<b>Reason for urgency:</b> N/A			
<b>12b</b>	<b>Scrutiny Chair signature:</b>	N/A	<b>Date</b>	
	<b>Scrutiny Committee name:</b>	N/A		
	<b>Print Name:</b>	N/A		
<b>Consultation</b>				
<b>13a</b>	<b>Are any other Cabinet members' portfolios affected by the decision?</b>	<b>Yes</b>		
		<b>No</b>	X	(If no go to section 14)
<b>13b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>			
<b>13c</b>	<b>Date Cabinet member consulted</b>			
<b>14</b>	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>		If yes, please discuss with the Monitoring Officer
		<b>No</b>	X	
<b>15</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Anthony Payne	
		<b>Job title</b>	Strategic Director for Place	
		<b>Date consulted</b>	14 October 2021	
<b>Sign-off</b>				
<b>16</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS65 21/22	
		<b>Finance (mandatory)</b>	djn.21.22.142	

		<b>Legal (mandatory)</b>	MS/1/01.11.21						
		<b>Human Resources (if applicable)</b>	N/A						
		<b>Corporate property (if applicable)</b>	N/A						
		<b>Procurement (if applicable)</b>	PW/PS/605/ED/1 121						
<b>Appendices</b>									
<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>							
	A	Business Case – Intensive School Engagement (Cycling and Scooting) Service							
	B	Equalities Impact Assessment							
<b>Confidential/exempt information</b>									
<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>		<b>Yes</b>		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.				
		<b>No</b>	X						
			<b>Exemption Paragraph Number</b>						
			<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<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 I 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>
None									
<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>	01/11/2021
<b>Print Name</b>	Paul Barnard		

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**BUSINESS CASE**

Intensive School Engagement (Cycling & Scooting) Service



**EXECUTIVE SUMMARY**

This project seeks approval to commence the process to re-procure the Intensive School Engagement (Cycling & Scooting) Service.

The Intensive School Engagement Service has been on offer to Plymouth schools since September 2012<sup>1</sup>, and is a fun, innovative and engaging way of encouraging schools to cut down on car use and increase active and sustainable travel, using a project-based approach. The provider works with schools to deliver events and activities that promote active travel and break down the barriers to cycling, scooting and walking.

The overall aim of the project is to increase the number of young people travelling to school actively and/or sustainably with a particular focus on areas that have seen infrastructure improvements and with a particular focus on the strategic growth areas.

**The objectives are to:-**

- Reduce the number of young people travelling to school by car – with a shift to active travel modes or use of public transport.
- Raise awareness of the benefits of active travel in schools and amongst the wider school community of parents and teachers.
- Create a culture of active travel within project schools and the wider school community of parents and teachers that can be sustained after the project has finished
- Work in partnership with the City's Bikeability provider, in order to maximise the benefits of all programmes.
- Maximise awareness of, and participation in, activities associated with the wider Plymotion programme amongst schoolchildren and the wider school community of parents and teachers.

The objectives are achieved through delivery of a wide range of events, activities and sessions run in Plymouth schools, such as:

- bike and scooter skills training
- led rides, including transition rides to secondary school and college
- Dr Bike and bike maintenance training
- curriculum-linked sessions on active travel
- incentive schemes for classes and individuals
- various competitions such as Big Pedal (bike and scoot challenge)
- Be Safe Be Seen and other safety sessions
- bike powered smoothie maker and other fun sessions on active and healthy living
- sessions to encourage Year 6 pupils making the transition to secondary school to cycle and travel safely

This programme supports the overall Plymotion project.

The project is externally funded through a Department for Transport grant, with further funding having now been secured to continue this important programme until 31 August 2022. The key objective for tendering at this time is to ensure continuity in provision of the service to schools, their pupils and parents.

<sup>1</sup> There was one year when the service was not provided 2016/17 due to a lack of funding



**RECOMMENDED DECISION****It is recommended that the Service Director:**

- Approves this Business Case
- Authorises the commencement of the Procurement Process
- Delegates the award of the contract(s) to Philip Heseltine, Head of Transport



<b>PART I: PROJECT PARTICULARS</b>			
<b>Project Value</b> (indicate capital or revenue)	This is a revenue project and the estimated value over the contract term (32 months) is £283,733 Contracts will be let up to the value of the available budget, and extension options will only be enacted if additional funding is secured.	<b>Contingency</b> (show as £ and % of project value)	N/A
<b>Programme</b>	This project supports the schools aspect of the overall Plymotion programme which is fully funded through Government Grants and S106 developer contributions	<b>Is the project on the 'Priority List' or a Council Pledge (Y/N)</b>	No
<b>Directorate</b>	Place	<b>Service Director</b>	Paul Barnard, Service Director for Strategic Planning and Infrastructure
<b>Senior Responsible Officer</b>	Philip Heseltine, Head of Transport	<b>Project Manager</b>	Debbie Newcombe, Sustainable Transport Programmes Co-ordinator
<b>Address and Post Code</b>	Strategic Planning and Infrastructure Plymouth City Council Ballard House  West Hoe Road Plymouth PL1 3BJ	<b>Ward</b>	All wards could be impacted by this project, as the Intensive School Engagement (Cycling and Scooting) Service is delivered in schools across the city.
<b>Detailed Description of Proposal</b>			
<p>The Intensive School Engagement (Cycling &amp; Scooting) Service has been in place, almost continuously, since 2012 and is a highly commended programme amongst schools and external partners. It supports the Council's wider Plymotion programme by encouraging children to travel actively and sustainably, and teaching them the benefits of doing so. This year the programme is directly supporting the achievement of two Climate Emergency Action Plan actions.</p> <p>The project is 100% externally funded through Government grants, which have now been confirmed until 31 August 2022, and a developer contribution which has been secured and drawn down. The current contract ends in December 2021 and we are therefore looking to re-procure the contract to ensure continuity in provision of this vital service for schools, their pupils and parents, for the remainder of the 2021/22 academic year, with the option to extend for 2 further years, subject to ongoing funding.</p>			

The aims and objectives of the Intensive School Engagement project fully align with the Council's Climate Emergency Action Plan through the reduction of private car use and the Council's commitment to walking and cycling as set out in the Plymouth Plan.

In the Plymouth Plan we have made a commitment to deliver a safe, accessible, sustainable and health enabling transport system<sup>2</sup> that delivers a step change in walking, cycling and public transport as the travel modes of choice for those living in and visiting the city.<sup>3</sup> We have said that we will make sure that transport is delivered in the most health promoting and environmentally responsible manner,<sup>4</sup> where the impact of severance caused by transport networks is reduced, enabling more journeys by walking, cycling and public transport and providing genuine alternative ways to travel<sup>5</sup>. To do this we have adopted a hierarchy of modes and routes based upon different spatial settings,<sup>6</sup> with walking and cycling being the best option for local trips. Our strategy mirrors the national policy set out in the statutory Cycling and Walking Investment Strategy (CWIS)<sup>7</sup> and accords with Government's vision articulated in the Gear Change Report<sup>8</sup>.

The main aim and objective of this project is to ensure continuity in provision of the Intensive School Engagement service which has proved extremely successful since it started back in 2012.

This project supports many of the wider objectives of the Council, particularly around improving health and the Climate Emergency Action Plan.

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<sup>2</sup> Plymouth Plan Policy HEA6.

<sup>3</sup> Plymouth Plan – Theme 2: A Green City.

<sup>4</sup> Plymouth and South West Devon Joint Local Plan policy SPT9.1.

<sup>5</sup> Plymouth and South West Devon Joint Local Plan Policy SPT9.4.

<sup>6</sup> Plymouth and South West Devon Joint Local Plan Policy SPT9.8.

<sup>7</sup> DfT: Cycling and Walking Investment Strategy, April 2017.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/918442/cycling-walking-investment-strategy.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/918442/cycling-walking-investment-strategy.pdf).

<sup>8</sup> Gear Change. A bold vision for cycling and walking, [July 2020](#).

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/904146/gear-change-a-bold-vision-for-cycling-and-walking.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/904146/gear-change-a-bold-vision-for-cycling-and-walking.pdf).

**PART 2: VISION AND STRATEGIC CASE**

This is the opportunity to explain the strategic fit and should include how it helps to deliver the Corporate Plan / Plymouth Plan / Joint Local Plan, including how it assists delivery of the vision for the Council.

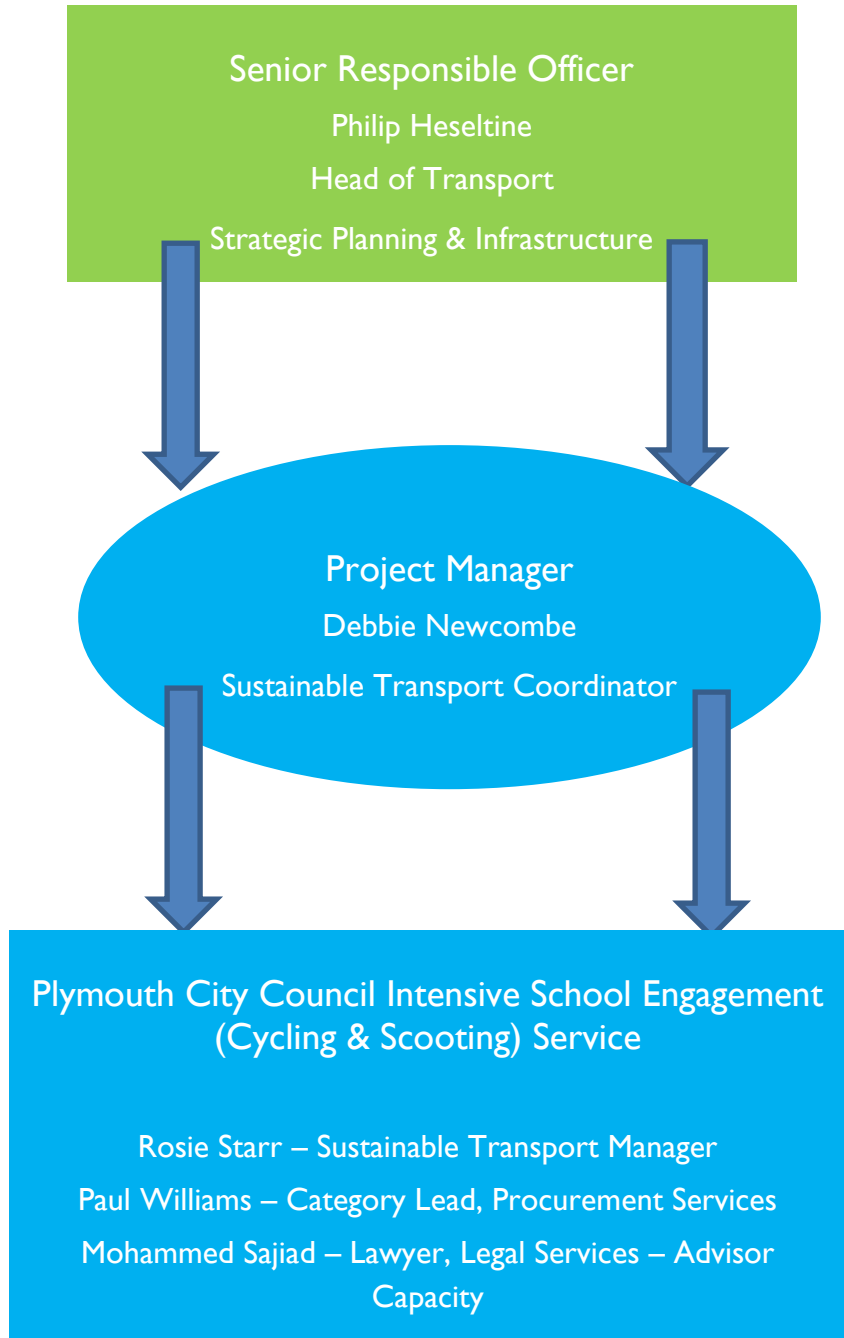
<p><b>a) What is the business need and current issues that this project seeks to address</b></p> <p><b>b) Identify and list the objectives</b></p>	<p>The current contract ends in December 2021 and we are therefore looking to re-procure the contract to ensure continuity in provision of this vital service for schools, their pupils and parents, for the remainder of the 2021/22 academic year, with the option to extend for 2 further years, subject to ongoing funding.</p> <p>This project supports many of the wider objectives of the Council, particularly around improving health and the Climate Emergency Action Plan.</p> <p>The overall aim of the project is to increase the number of young people travelling to school actively and/or sustainably with a particular focus on areas that have seen infrastructure improvements and with a particular focus on the strategic growth areas.</p> <p>The objectives are to:-</p> <ul style="list-style-type: none"> <li>• Reduce the number of young people travelling to school by car – with a shift to active travel modes or use of public transport.</li> <li>• Raise awareness of the benefits of active travel in schools and the wider school community.</li> <li>• To create a culture of active travel within project schools, and the wider school community of parents and teachers, that can be sustained after the project has finished</li> <li>• Work in partnership with the City’s Bikeability provider, in order to maximise the benefits of all programmes.</li> <li>• Maximise awareness of, and participation in, activities associated with the wider Plymotion programme amongst schoolchildren and the wider school community.</li> </ul> <p>The objectives are achieved through delivery of a wide range of events, activities and sessions run in Plymouth schools, as set out above.</p>
<p><b>a) How does this meet your objectives above</b></p> <p><b>b) List the outcomes and benefits of this proposal</b></p>	<p>The outcomes and benefits of this proposal are:</p> <ul style="list-style-type: none"> <li>• A reduction in the number of children travelling to school by car</li> <li>• An increase in active travel amongst school children, helping to tackle childhood obesity</li> <li>• Reduced air pollution outside the school gate due to a reduction in car use</li> <li>• Delivery of the Council’s commitment to reduce carbon emissions (through a reduction in car use) as part of the Council’s Climate Emergency commitment.</li> <li>• Instilling a sustainable travel mindset in young people</li> </ul>
<p><b>How much additional Council Tax per year will this generate</b></p>	<p>None</p>

<b>How much Business Rates per year will this create</b>	None		
<b>How much New Homes Bonus Grant will this raise</b>	None		
<b>How much CIL levy liability will be collected</b>	None		
<b>How many jobs will this proposal create (FTE)</b>	<b>Direct jobs</b>	<b>Indirect jobs</b>	<b>Apprenticeship/Trainee</b>
	No additional jobs created	2	None
<b>What are the consequences of not proceeding</b>	If this procurement is not progressed, the funding that has been secured would need to be returned and all the excellent work that has taken place over the last 10 years would start to be lost.		
<b>a) On completion of the project how will you know and report that the objectives have been met</b>	As part of our bid to secure funding, targets are set out in relation to the number of schools and pupils with which the provider will need to engage.		
<b>b) Date Benefit Realisation will be completed.</b>	There will be a requirement on the provider to report back to the Council on how they have achieved these targets, as this will be needed to submit an end of project report to the Department for Transport who provide the funding.  The date of benefit realisation will be the end of the contract term with interim benefits being realised at the end of each academic year that the programme is run.		
<b>How does it deliver the Corporate Plan –</b> <a href="http://www.plymouth.gov.uk/aboutcouncil/corporateplan">http://www.plymouth.gov.uk/aboutcouncil/corporateplan</a>			
<b>Unlocking the City's potential</b>	This project achieves this priority by working with the city's children to encourage them to travel actively and sustainably, instilling a mindset that will grow with them as they become adults, in turn helping create a green and sustainable city that cares about the environment.		
<b>Caring Plymouth</b>	This project achieves this priority by encouraging children to be more active, thereby helping reduce health inequalities. It also supports children to achieve better outcomes through their schooling, as an increase in activity is known to improve learning performance.		

<p><b>How does it deliver the , Plymouth Plan / Joint Local Plan</b>  <a href="https://plymswdevonplan.co.uk/policy">https://plymswdevonplan.co.uk/policy</a></p>	<p>The aims and objectives of the Intensive School Engagement project fully align with the Council’s Climate Emergency Action Plan through the reduction of private car use and the Council’s commitment to walking and cycling as set out in the Plymouth Plan.</p> <p>In the Plymouth Plan we have made a commitment to deliver a safe, accessible, sustainable and health enabling transport system that delivers a step change in walking, cycling and public transport as the travel modes of choice for those living in and visiting the city. We have said that we will make sure that transport is delivered in the most health promoting and environmentally responsible manner, where the impact of severance caused by transport networks is reduced, enabling more journeys by walking, cycling and public transport and providing genuine alternative ways to travel. To do this we have adopted a hierarchy of modes and routes based upon different spatial settings, with walking and cycling being the best option for local trips. Our strategy mirrors the national policy set out in the statutory Cycling and Walking Investment Strategy (CWIS) and accords with Governments vision articulated in the Gear Change Report:</p>
<p><b>How does it achieve Growth Asset and Municipal Enterprise (GAME) objectives</b></p>	<p>Provision of the Intensive School Engagement (Cycling &amp; Scooting) programme supports Plymouth’s sustainable development. The programme was a contributory factor to the mode shift assumptions (10% reduction in vehicle demand for journeys less than 5km) in the transport modelling supporting the development of the Joint Local Plan due to the prove impact it has on the people’s travel habits for the journey to school. This mode shift is essential for Plymouth’s highway network to be able to accommodate forecast increases in demand associated with the City’s growth agenda.</p>
<p><b>How does it Deliver Public Health and Social Equality outcomes.</b></p>	<p>Provision of the Intensive School Engagement (Cycling &amp; Scooting) Service encourages children to become more active and sustainable. The reduced reliance on car journeys helps improve air quality which in turn has a positive effect on health, not only for those partaking in more sustainable travel but also the wider community.</p>
<p><b>Is this a Statutory Obligation of the Council</b></p>	<p>No</p>
<p><b>In scope</b></p>	<p><b>Out of scope</b></p>
<p>To increase the number of young people travelling to school actively and/or sustainably with a particular focus on areas that have seen infrastructure improvements and / or are located in the strategic growth areas.</p>	<p>Statutory provision of home to school transport for eligible children.</p>

**PART 3: PROJECT DEVELOPMENT, PROCUREMENT AND DELIVERY**

**Project Governance**  
(insert flow chart)



**Who are the key customers and beneficiaries**

Schools, their pupils and parents

**Which Partners are you working with**

The successful bidder(s)

**Who are the stakeholders**

Schools, service provider, PCC Education Services, Department for Transport and sustainable transport users

**Which Members have you engaged with and how have they been consulted**

Councillor Jonathan Drean – Cabinet Member for Transport – Engagement through Cabinet Member briefings

<p><b>Procurement Options</b>  <b>How have you engaged with the Strategic Procurement Service on the options and preferred approach.</b></p>	<p>The Strategic Procurement Service have allocated a Category Lead to this project.</p> <p><b>Procurement Options</b></p> <p>In line with the Council’s Contract Standing Orders, this requirement is classed as a High Value / High Risk Procurement, and as such, the estimated value exceeds the relevant Public Contract Regulations threshold and is subject to the full public procurement regime as set out in the Public Contract Regulations 2015 (PCR 2015) and Public Procurement (Amendment etc.) (EU Exit) Regulations 2020.</p> <p>Of the six UK/EU procurement procedures available, two procurement procedures are appropriate and have been considered for this particular requirement as follows:</p> <p><b>Open Procedure</b></p> <p>With the Open Procedure, any interested bidder may submit a bid. The Council is free to use this procedure, which can be applied to both contracts and framework agreements. However in some cases it can be beneficial to choose a procedure (such as the Restricted procedure) where the number of bidders can be reduced at the selection stage based on their capability and capacity, especially if the Council does not have enough resources (such as time) to conduct a full Open Procedure.</p> <p>The Open Procedure is best used where the requirements are typically straight forward, with a relatively simple selection and award process, or it is anticipated that only a small number of suppliers will respond to the advertised Contract Notice.</p> <p>The practicality of the Open Procedure will depend upon the potential number of bids received and the nature of the evaluation criteria. If the Council receives a large number of bids, the evaluation of all compliant bids is likely to be time consuming.</p> <p><b>Restricted Procedure</b></p> <p>This is a two-stage procedure. Stage 1 is a pre-selection stage (SQ) and its purpose is to select a shortlist of five (or more) suppliers which are likely to meet the tender requirements. Stage 2 is the tender stage where shortlisted suppliers which meet the SQ stage are then invited to tender, and is used to determine a successful supplier to whom a contract will be awarded. A minimum of five suppliers must be invited to tender (Stage 2) and in any event the number of suppliers invited shall be sufficient to ensure genuine competition. The Restricted Procedure should be used for procurements where market analysis has indicated a large number of bidders are likely to be interested in participating. In this case it is beneficial to use this procedure where the number of bidders can be reduced at the selection stage based on their capacity, capability and experience to perform the contract. Like the Open Procedure the Council are free to use this procedure, in any circumstances and for any type of contract. The contract will be awarded to the most economically advantageous tender (MEAT).</p> <p><b>Timescales to Consider</b></p>
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	<p>Time limits for the receipt of tenders must take account of the complexity of the contract requirement and the time required for the market place to compile and submit tenders.</p> <p>For the Open Procedure, the minimum time limit for the receipt of tenders is 35 days from the date on which the contract notice is sent for publication within the Find a Tender Service (FTS).</p> <p>Time limits for receipt of tenders may be reduced by five days where submission by electronic means is allowed.</p> <p>If requirements are urgent, and a longer time limit is impractical as a result then the tender period may be reduced to 15 days.</p> <p>For the Restricted Procedure, the minimum time limit for Stage 1 – receipt of SQ is 30 days from the date on which the contract notice is sent for publication within the Find a Tender Service (FTS).</p> <p>If requirements are urgent, and a longer time limit is impractical as a result then the tender period may be reduced to 15 days.</p> <p>For Stage 2 – Tender Stage, the minimum time limit from Invitation to Tender to receipt of Tenders is 30 days.</p> <p>Time limits for receipt of tenders may be reduced by five days where submission by electronic means is allowed.</p> <p>If requirements are urgent, and a longer time limit is impractical as a result then the tender period may be reduced to 10 days.</p> <p><b>Recommendation</b></p> <p>Following research of the current market place for this requirement, the recommended procurement route for this opportunity is to adopt the use of the Open Procedure.</p> <p>If there is, a change in circumstances and the recommended procurement route cannot be undertaken or no longer represents best value for the Council any subsequent procurement route undertaken will be in accordance with the Council’s Contract Standing Orders and Procurement Law.</p> <p>It is proposed that the contract(s) will be awarded until 31<sup>st</sup> August 2022 with the option to extend in annual increments for up to a further two years until 31<sup>st</sup> August 2024. The extension options will be subject to funding, which at this stage has only been agreed to the end of the current academic year.</p>
<b>Who is your Procurement Lead</b>	Paul Williams – Category Lead

## **PART 4: OPTION ANALYSIS**

### **Option Analysis Undertaken**

Options considered were as follows:

#### **Option 1 - Do Nothing**



This option was rejected as funding has been received to deliver this specific project. If the project does not go ahead the funding would need to be returned and all the excellent work that has taken place over the last 10 years would start to be lost.

**Option 2 - Extend the Current Contract**

This option was rejected because the current contract does not have any extension clauses built in.

**Option 3 - Retender the Service Using the Open Procurement Procedure**

This is the preferred option to ensure continuity of service for schools, children and parents. Whilst there was only one bid received when the service was last tendered in 2020, there were 16 organisations who viewed the opportunity so there is the potential for a greater number of bids to be received this time.

**ANALYSIS OF PREFERRED OPTION**

**Demonstrate how this is the best option and most cost effective approach of achieving the objective you have identified. Provide evidence and validate how this is value for money.**

The preferred option is to retender the service to ensure continuity of service for schools, children and parents. Given that the contract will be 100% externally funded we have to deliver the project to ensure that the funds do not need to be returned, and feel that using the open tender procedure will enable the greatest response from the market.

<b>PART 5: TIMESCALES AND CONSTRAINTS</b>				
<b>Mandate Date</b>	<b>Presentation to CCIB date</b>	<b>Contract Award date</b>	<b>On Site date</b>	<b>Completion date</b>
N/A	N/A	30 November 2021	2 January 2022	31 August 2022 unless additional funding can be secured to enact the extension years to take the contract through to 31 August 2024.
<b>Have you engaged with Planning Department (if PP is required make sure you engage with planning prior to your BC going to CCIB)</b>	N/A			
<b>Is the budget cost reflective of planning requirements</b>	N/A			
<b>Who is your Planning Officer</b>	N/A			
<b>Planning Consent Date</b>	N/A			
<b>Give reasons for specific completion date</b>	N/A			

**PART 6: AFFORDABILITY AND FINANCING**

*In this section the robustness of the proposals should be set out in financial terms.*

*The Project Manager will need to work closely with the capital and revenue finance teams to ensure that these sections demonstrate the affordability of the proposals to the Council as a whole.*

**CAPITAL COSTS AND FINANCING**

What is the estimated impact on the Annual Band D Council Tax as a result of making the investment decision (Corporate Borrowing only)		2021/22	2022/23	2023/24				
		N/A	N/A	N/A				
<b>Breakdown of project costs including fees surveys and contingency</b>	N/A	£						
		£						
		£						
	<b>TOTAL</b>	£						
		£						
<b>Provide details of proposed funding</b>	N/A							
<b>Which alternative external funding sources been explored (Provide evidence)</b>	N/A							
<b>Are there any bidding constraints and/or any restrictions or conditions attached to your funding</b>	N/A							
<b>Tax and VAT implications</b>	N/A							
<b>Tax and VAT reviewed by</b>	N/A							
<b>Confirm you have taken necessary advice if this proposal is State Aid compliant</b>	N/A							
<b>Will this project deliver capital receipts? (If so please provide details)</b>	N/A							
<b>Capital avoidance</b>	N/A							
Schemes in excess of £0.5m should be supported by a Cost Benefit Analysis. Calculations undertaken should be attached as an appendix to support financial implications shown below. Please contact your revenue accountant for assistance with this section.								
<b>Is the capital ask greater than £0.5m</b>	Y/N	<b>If the answer is yes, have you attached the Cost Benefit Analysis</b>			Y/N			
<b>Capital spend profile</b>	<b>Prev. Yr.</b>	<b>18/19</b>	<b>19/20</b>	<b>20/21</b>	<b>21/22</b>	<b>22/23</b>	<b>Future Yrs.</b>	<b>Status</b>

<b>Total capital spend</b>	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Funding to match with Project Value (Section I)
<b>SI06 or CIL</b> (Provide PA or site numbers)	N/A							
<b>REVENUE COSTS AND IMPLICATIONS</b>								
<b>Feasibility Cost of Developing the Capital Project (To be incurred at risk to Service area)</b>								
<b>Feasibility cost of developing the project</b>	N/A							
<b>Revenue cost code for the feasibility costs</b>	N/A							
<b>Revenue costs incurred for developing the project are to be included in the capital total, the expenditure could be capitalised if it meets the criteria</b>	N/A							
<b>Budget Managers Name</b>	N/A							
<b>Ongoing Revenue Implications for Service Area</b>								
	<b>Prev. Yr.</b>	<b>18/19 £</b>	<b>19/20 £</b>	<b>20/21 £</b>	<b>21/22 £</b>	<b>22/23 £</b>	<b>Future Yrs.</b>	
<b>Service area revenue cost</b>								
<b>Loan repayment</b> (terms agreed with Treasury Management)								
<b>Other</b> (eg: maintenance, utilities, etc)								
<b>Total Revenue Cost (A)</b>								
<b>Service area revenue benefits/savings</b>								
<b>Annual revenue income</b> (eg: rents, etc)								
<b>Total Revenue Income (B)</b>								
<b>Service area net (benefit) cost (B-A)</b>								
<b>Has the revenue cost been budgeted for or would this make a revenue pressure</b>	Funding has been confirmed to cover the costs of the first 8 months of this contract. The contract will only be extended into future years if further external funding can be secured.							
<b>Which cost centre would the revenue pressure be shown</b>	N/A		<b>Has this been reviewed by the budget manager</b>				N/A	
<b>Name of budget manager</b>								
<b>Loan value</b>	N/A	<b>Interest Rate</b>	%	<b>Term Years</b>		<b>Annual Repayment</b>	£	
<b>Revenue code for annual repayments</b>	N/A							
<b>Service area or corporate borrowing</b>	N/A							
<b>Revenue implications reviewed by</b>	N/A							

The above financial tables are not applicable for this Business Case given that no capital borrowing is required for this project; the provision of the Intensive School Engagement (Cycling & Scooting) Service is a revenue activity.

The financial information pertinent to this tender is as follows:

<b>Funding source</b>	<b>Amount</b>	<b>Comment</b>
Department for Transport Capability Fund	£45,232	Funding already received to cover period to 31 August 2022
Section 106	£24,501	Funding already drawn down
<b>TOTAL</b>	<b>£69,733 (Year 1)</b>	

The above funding is already in place to cover the first year of the contract. New funding opportunities will be sought to enact the extension clauses. If adequate external funding cannot be secured the contract will not be extended and will cease.

<b>PART 7: ACHIEVABILITY</b>				
<b>Is there an impact on the service delivery during delivery of project. How will this be mitigated</b>	There is no impact on service delivery during the tender process as the current provider will continue to deliver the service until 31 December 2021, by which time the new contract will be in place.			
<b>Interdependencies – are there any projects reliant on the delivery of this project.</b>	Whilst not reliant on this project, the Intensive School Engagement (Cycling & Scooting) Service does form the schools element of the wider Plymotion programme which is currently being delivered until 31 March 2022.			
<b>KEY RISKS</b>				
Include up to 5 key risks depending on scale of project, the first two risks are required to be mitigated along with a further 3 key risks to the project..				
<b>Potential Risk 1 Identified</b>				
<b>Description</b>	If the procurement process is not approved, this will mean that the provision of this service will cease with redundancy implications for the current service provider.			
<b>Mitigation</b>	This project is externally funded with the monies already having been received.			
<b>Risk assessment</b>	<b>Initial</b>	<b>Post mitigation</b>	<b>Current</b>	<b>Current total rating</b>
<b>Likelihood</b> To be scored 1 (low) – 5 (high)	2	1	2	10
<b>Impact</b> To be scored 1 (low) – 5 (high)	5	5	5	
<b>Trend</b>	Donwards	<b>Lead officer</b>	Debbie Newcombe	
		<b>Risk champion</b>	Rosemary Starr	
<b>Calculated risk value in £ (Extent of financial risk)</b>	£45,232 (Value of grant funding which would potentially need to be returned to the DfT should the tender not take place)			
<b>Potential Risk 2 Identified</b>				
<b>Description</b>	No suppliers bid to provide this contract and funding needs to be returned to the Department for Transport			
<b>Mitigation</b>	Following the open tender procedure will maximise the opportunity to the market			
<b>Risk assessment</b>	<b>Initial</b>	<b>Post mitigation</b>	<b>Current</b>	<b>Current total rating</b>
<b>Likelihood</b> To be scored 1 (low) – 5 (high)	1	1	1	5
<b>Impact</b> To be scored 1 (low) – 5 (high)	5	5	5	

<b>Trend</b>	Static		<b>Lead officer</b>	Debbie Newcombe	
			<b>Risk champion</b>	Rosemary Starr	
<b>Calculated Risk Value in £</b>			£69,733 – funding would need to be returned to DfT		
<b>Potential Risk 3 Identified</b>					
<b>Description</b>	No further risks identified				
<b>Mitigation</b>					
<b>Risk assessment</b>	<b>Initial</b>	<b>Post mitigation</b>	<b>Current</b>	<b>Current total rating</b>	
<b>Likelihood</b> To be scored 1 (low) – 5 (high)					
<b>Impact</b> To be scored 1 (low) – 5 (high)					
<b>Trend</b>			<b>Lead officer</b>		
			<b>Risk champion</b>		
<b>Calculated Risk Value in £</b>					
<b>Potential Risk 4 Identified</b>					
<b>Description</b>					
<b>Mitigation</b>					
<b>Risk assessment</b>	<b>Initial</b>	<b>Post mitigation</b>	<b>Current</b>	<b>Current total rating</b>	
<b>Likelihood</b> To be scored 1 (low) – 5 (high)					
<b>Impact</b> To be scored 1 (low) – 5 (high)					
<b>Trend</b>			<b>Lead officer</b>		
			<b>Risk champion</b>		
<b>Calculated Risk Value in £</b>					

<b>PART 8: CONSULTATION / ENDORSEMENT</b>				
<b>Date business case went to CMT (if required)</b>	N/A		<b>Equalities Impact Assessment updated from Project Mandate stage (Y/N)</b>	No
<b>Author of Business Case</b>	<b>Date</b>	<b>Document Version</b>	<b>Reviewed By</b>	<b>Date</b>
Debbie Newcombe	27/08/2021	V 1.0	Rosemary Starr	28.09.21
<b>Senior Responsible Officer sign off</b> I confirm the Business Case is policy compliant, affordable, value for money and has been fully risk assessed.				

**CONFIRMATION OF PROMOTORS APPROVAL**

<b>Cabinet Member</b>		<b>Service Director</b>	
Cllr Jonathan Drear, Cabinet Member for Transport		Paul Barnard, Service Director for Strategic Planning & Infrastructure	
<b>Either email dated:</b>		<b>Either email dated:</b>	
<b>Or signed:</b> 		<b>Signed:</b> 	
<b>Date: 14/10/21</b>		<b>Date: 14.10.21</b>	
		<b>Service Director</b>	
		N/A	
		<b>Either email dated:</b>	N/A
		<b>Signed: N/A</b>	
		<b>Date: N/A</b>	



# EQUALITY IMPACT ASSESSMENT

Sustainable Transport Team, Strategic Planning & Infrastructure



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

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

The purpose of this project is to re-procure the Intensive School Engagement (Cycling & Scooting) Service.

The Intensive School Engagement Service has been on offer to Plymouth schools since September 2012, and is a fun, innovative and engaging way of encouraging schools to cut down on car use and increase active and sustainable travel, using a project-based approach. The provider works with schools to deliver events and activities that promote active travel and break down the barriers to cycling, scooting and walking.

The overall aim of the project is to increase the number of young people travelling to school actively and/or sustainably with a particular focus on areas that have seen infrastructure improvements and with a particular focus on the strategic growth areas.

#### The objectives are to:-

- Reduce the number of young people travelling to school by car – with a shift to active travel modes or use of public transport.
- Raise awareness of the benefits of active travel in schools and amongst the wider school community of parents and teachers.
- Create a culture of active travel within project schools and the wider school community of parents and teachers that can be sustained after the project has finished
- Work in partnership with the City's Bikeability provider, in order to maximise the benefits of all programmes.
- Maximise awareness of, and participation in, activities associated with the wider Plymotion programme amongst schoolchildren and the wider school community of parents and teachers.

The objectives are achieved through delivery of a wide range of events, activities and sessions run in Plymouth schools, and form part of our wider Plymotion programme.

### Author

Debbie Newcombe – Sustainable Transport Programmes Co-ordinator

<b>Department and service</b>	Sustainable Transport, Strategic Planning & Infrastructure
<b>Date of assessment</b>	14 October 2021

**STAGE 2: EVIDENCE AND IMPACT**

<b>Protected characteristics (Equality Act)</b>	<b>Evidence and information (e.g. data and feedback)</b>	<b>Any adverse impact</b> See <a href="#">guidance</a> on how to make judgement	<b>Actions</b>	<b>Timescale and who is responsible</b>
<b>Age</b>	<p>There are 67 primary schools in Plymouth, and a further 19 secondary schools, with a total of 37,735 pupils in the current academic year.</p> <p>The Bike It Plus programme has been delivered since 2012 and all schools have the opportunity to engage with the programme which is offered across the school age range</p> <p>The measures included within the Intensive School Engagement (Cycling &amp; Scooting) Service, known as Bike It Plus, are intended to support the entire school community, regardless of the age of the child. By targeting children we are also indirectly targeting their parents and teachers, again regardless of their age.</p>	No potential impact has been identified	None	N/A
<b>Disability</b>	<p>Plymouth has 7 special schools catering for those with special educational needs. In the current academic year, these schools host 621 pupils.</p> <p>The special schools have the opportunity to engage with the Intensive School Engagement (Cycling &amp; Scooting) Service programme for all their pupils.</p>	No potential impact has been identified	None	N/A

	Any child with a disability who attends mainstream education are also able to participate in the programme if their school wishes to engage.			
<b>Religion or belief</b>	The Intensive School Engagement (Cycling & Scooting) Service is accessible to all regardless of their faith, religion or belief.	No potential impact has been identified	None	N/A
<b>Sex - including marriage, pregnancy and maternity</b>	The Intensive School Engagement (Cycling & Scooting) Service is equally accessible to both boys and girls.	No potential impact has been identified	None	N/A
<b>Gender reassignment</b>	The Intensive School Engagement (Cycling & Scooting) Service is equally accessible to both boys and girls, irrespective of the gender by which they choose to identify.	No potential impact has been identified	None	N/A
<b>Race</b>	The Intensive School Engagement (Cycling & Scooting) Service is accessible to all school children regardless of race	No potential impact has been identified	None	N/A
<b>Sexual orientation - including civil partnership</b>	The Intensive School Engagement (Cycling & Scooting) Service is equally accessible to both boys and girls, irrespective 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**

<b>Local priorities</b>	<b>Implications</b>	<b>Timescale and who is responsible</b>
<b>Celebrate diversity and ensure that Plymouth is a welcoming city.</b>	None	N/A
<b>Pay equality for women, and staff with disabilities in our workforce.</b>	None	N/A
<b>Supporting our workforce through the implementation of Our People Strategy 2020 – 2024</b>	None	N/A

<p><b>Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.</b></p>	<p>None</p>	<p>N/A</p>
<p><b>Plymouth is a city where people from different backgrounds get along well.</b></p>	<p>None</p>	<p>N/A</p>
<p><b>Human rights</b> Please refer to <a href="#">guidance</a></p>	<p>None</p>	<p>N/A</p>

**STAGE 4: PUBLICATION**

Responsible Officer: Paul Barnard



Date 01 November 2021

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Strategic Director, Service 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 – COD09 21/22

Decision	
1	<p><b>Title of decision:</b></p> <p>Smart Sound Connect : Contract Award for the centralised management of the Network Smart Sound Connect</p>
2	<p><b>Decision maker (Council Officer name and job title):</b></p> <p>David Draffan- Service Director for Economic Development</p>
3	<p><b>Report author and contact details:</b></p> <p>Michelle Murray, Project Manager, <a href="mailto:michelle.murray@plymouth.gov.uk">michelle.murray@plymouth.gov.uk</a>, 01752307956</p>
4a	<p><b>Decision to be taken:</b></p> <p>To award the contract for Smart Sound Connect to the engaged supplier.</p> <p>Details of the supplier to whom this contract is to be awarded is set out in the Contract Award Report - Part II paper</p>
4b	<p><b>Reference number of original executive decision or date of original committee meeting where delegation was made:</b></p> <p>L10 20/21 12<sup>th</sup> August 2020</p>
5	<p><b>Reasons for decision:</b></p> <p>To award a contract to a supplier to enable the centralised management of the Smart Sound Connect Project using the funding obtained from HoTSW LEP</p> <p>In accordance with the delegated authority granted by the Executive Decision made by the Leader of the Council on 12<sup>th</sup> August 2020 the project undertook a consultation to identify those suppliers available with adequate experience and expertise. It was later decided to exempt this requirement as permitted detailed within the Council's Contract Standing Orders.</p>
6	<p><b>Alternative options considered and rejected:</b></p> <p><b>Do Nothing</b> This would mean the Council forsakes the funding provided by the LEP and the opportunity to position Plymouth as the centre for advanced marine testing for the UK. The Council would be liable for cost incurred to develop the network.</p> <p><b>Reduced Implementation</b> As above. The opportunity is for the first 5G testing environment focussed on marine innovation development.</p> <p><b>Viable Alternative</b></p>

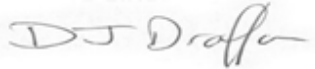
	There are no viable alternatives.			
<b>7</b>	<p><b>Financial implications and risks:</b></p> <p>Financial risks have been mitigated:</p> <p>Provision has been made for this contract within the project budget using HoTSW LEP funding.</p> <p>A fixed quotation has been provided by the supplier for works to be undertaken.</p> <p>Procurement have completed a financial due diligence on the supplier.</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>	
			X	in the case of <b>capital</b> projects and contract awards, results in a new commitment to spend and/or save in excess of <b>£3million</b> in total
			X	in the case of <b>revenue</b> projects when the decision involves entering into new commitments and/or making new savings in excess of <b>£1 million</b>
			X	is <b>significant</b> in terms of its effect on communities living or working in an area comprising <b>two or more</b> wards in the area of the local authority.
<b>8b</b>	<b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b>	N/A		
<b>9</b>	<b>Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:</b>	<p><b>Plymouth Plan</b></p> <p>The Plymouth Plan is a ground-breaking plan which looks ahead to 2034. It sets a shared direction of travel for the long term future of the city bringing together a number of strategic planning processes into one place. It talks about the future of the city's economy; it plans for the city's transport and housing needs; it looks at how the city can improve the lives of children and young people and address the issues which lead to child poverty and it sets out the aspiration to be a healthy and prosperous city with a rich arts and cultural environment; and it sets out the city's spatial strategy, incorporating the Plymouth-specific elements of the Plymouth and South West Devon Joint Local Plan.</p> <p>The Plan covers all the policies for the city under three strategic themes:</p> <ul style="list-style-type: none"> <li>• Plymouth as a healthy city;</li> <li>• Plymouth as a growing city;</li> <li>• Plymouth as an international city.</li> </ul> <p>Policies are grouped under these themes and <b>SmartSound Connect</b> contributes to a number of these including:</p> <p>Creating the conditions for economic growth – the city's</p>		

		<p>overall goal is to create the conditions for driving productivity and prosperity for all. As part of this goal, there are commitments to: develop a transformational economic infrastructure that includes the city’s world class marine / defence technology assets alongside encouraging business growth and investment that includes improving digital connectivity and cyber security. The Plan specifically identifies the opportunities arising out of marine autonomy alongside the development of technologies in a marine testing ground;</p> <p>Plymouth in the global marketplace – the city is fully committed to promoting Plymouth’s position in the global marketplace building on existing strengths, particularly in relation to defence, marine sciences, high technology manufacturing and maritime location;</p> <p>Supporting world class universities and research institution – the city’s support for the continued growth of the higher education and research institutions includes providing the physical space, networks and facilities to capture the commercialisation of Plymouth’s strong knowledge base into new higher value, exporting businesses.</p> <p><b>Local Economic Strategy</b></p> <p>Plymouth City Council (PCC) is currently updating the Local Economic Strategy as the ‘Delivering Economic Growth’ Plan to cover the period up to 2024. This document aligns with the sub-regional and national strategies below, while integrating the strategy of the Plymouth Plan in to the city’s plans for economic growth.</p> <p>The evolving plan has six flagships to deliver the city’s strategic economic objectives:</p> <ul style="list-style-type: none"> <li>• Ocean City Infrastructure;</li> <li>• Business Growth &amp; Investment;</li> <li>• Defence;</li> <li>• Learning &amp; Talent Development;</li> <li>• Inclusive Growth;</li> <li>• Visitor Economy &amp; Culture.</li> </ul> <p><b>SmartSound Connect</b> makes the most direct contributions to the first three flagships. The creation of high-speed data network will accelerate growth and investment through new digital infrastructure.</p> <p>It will also enable our marine tech businesses to innovate and be productive so that they can excel in global markets, including ‘supporting SMEs and micros to engage with our thriving primes in industries such as marine autonomy, defence manufacturing, health technologies, and other...’</p> <p>The specific focus on marine autonomy and cybersecurity will also play a significant part in Plymouth’s leading role in the Defence sector.</p>
<p><b>10</b></p>	<p><b>Please specify any direct environmental implications of the decision (carbon impact)</b></p>	<p><b>Low Carbon / Clean Growth</b></p> <p>The Government’s ambition for a low carbon economy has been articulated through the development of the Clean</p>

		<p>Growth Strategy produced by the Department for Business, Energy and Industrial Strategy (BEIS). This document addresses the transition to a low carbon economy, prioritised in the Industrial Strategy, that increases national income while cutting greenhouse gas emissions.</p> <p>The strategy has a number of actions towards which <b>SmartSound Connect</b> can contribute, particularly through the business applications and innovations that a high-speed data network in SSP can help accelerate. This includes areas such as marine autonomy and the development of marine science that can help reduce, mitigate / limit the impact of greenhouse gas emissions. Furthermore, the R&amp;D that will emerge from the mobile high-speed data network testbed will help to shape the development of smart shipping and drive the logistical efficiencies reducing fuel consumption and contributing towards clean growth.</p>		
<b>Urgent decisions</b>				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact <a href="#">Democratic Support</a> for advice)
		No	X	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
<b>Consultation</b>				
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	X	(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	N/A		
13c	Date Cabinet member consulted			
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	X	
15	Which Corporate Management Team member has been consulted?	Name		Anthony Payne
		Job title		Strategic Director for Place

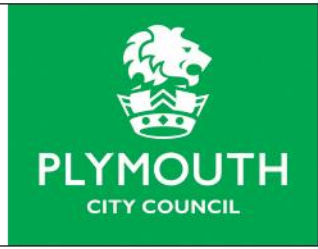


		<b>Date consulted</b>	23 <sup>rd</sup> September 2021					
<b>Sign-off</b>								
16	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS57 21/22					
		<b>Finance (mandatory)</b>	pl.21.22.115.					
		<b>Legal (mandatory)</b>	MS/2/22.09.21					
		<b>Human Resources (if applicable)</b>						
		<b>Corporate property (if applicable)</b>						
		<b>Procurement (if applicable)</b>	KK/PS/598/ED/09/21					
<b>Appendices</b>								
17	<b>Ref.</b>	<b>Title of appendix</b>						
	A	Briefing report for publication ( <i>mandatory</i> )						
<b>Confidential/exempt information</b>								
18a	<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>
18b	<b>Confidential/exempt briefing report title:</b>  Contract Award Report Part II			x				
<b>Background Papers</b>								
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.							
<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>	02/11/2021		
<b>Print Name</b>	David Draffan (Service Director for Economic Development)						

# **CONTRACT AWARD REPORT**

Smart Sound Connect - PART I



- 1. INTRODUCTION**
- 2. BACKGROUND**
- 3. PROCUREMENT PROCESS**
- 4. EVALUATION CRITERIA**
- 5. SUMMARY OF EVALUATION**
- 6. FINANCIAL IMPLICATIONS**
- 7. RECOMMENDATIONS**
- 8. APPROVAL**

## **1. INTRODUCTION**

This contract award report is in relation to the procurement of the centralised management of Smart Sound Connect, to ensure de-confliction of activities and the delivery of the agreed targets with the funder over the 12 month duration of the programme. The project is fully funded via a capital grant from Heart of the South West LEP.

The project undertook a consultation to identify those suppliers available with adequate experience and expertise. It was later decided to exempt this requirement as permitted detailed within the Council's Contract Standing Orders.

The projects financial defrayment is 31<sup>st</sup> March 2022 with 5 year project legacy requirements.

## **2. BACKGROUND**

The Smart Sound Connect project is a unique and ambitious undertaking, led by Plymouth City Council (PCC).

The proposed project is to provide enhanced connectivity for marine technology development in Plymouth. Comprising a data mesh network and 5G across Plymouth Sound and funded by HoTSW LEP, this proposal will position Plymouth at the forefront of marine technology development, testing and certification. Leveraging Smart Sound Plymouth (SSP) and the Marine Business Technology Centre (MBTC) there will be a specific focus on the areas of applied marine autonomy, clean propulsion, environmental monitoring and measurement, advanced manufacturing and materials all underpinned by cyber security, Big Data and the Internet of Things (IoT). All of these elements are fundamental to the future of the marine sector in the UK.

Underpinned by £1.8 million for LEP funding and leveraging the existing MBTC physical assets, the total project value is £2.822 million. The funding provided will procure an experienced supplier to provide the centralised management of the testing platform including; de-confliction of activities and the delivery of the agreed targets with the funder over the 12 month duration of the programme. In addition, there will be the development of "use cases" for 5G in the marine environment. The targets for the project are the delivery of two comprehensive, cutting edge data networks, 23 businesses supported, two in-depth research projects and the provision of project management from Plymouth City Council (PCC).

This project leverages existing projects and will position Plymouth as the national centre for marine technology development, testing and certification. In addition, it will also leverage the City's fibre network programmes to establish Plymouth at the forefront of the Smart City revolution.

## **3. PROCUREMENT PROCESS**

The project undertook a consultation to identify those suppliers available with adequate experience and expertise. It was later decided to exempt this requirement as permitted detailed within the Council's Contract Standing Orders.

To successfully manage the network solution and to ensure de-confliction of activities and the delivery of the agreed targets with the funder over the contracted duration of the programme in this marine and military environment has resulted in a unique and specialised set of technical requirements. The delivery of both a centrally managed network in a specific location that fits within the project's commercial budgets limited the supplier options to just one.

The primary supplier already provides the management of and access to Smart Sound Plymouth and the assets deployed. Therefore Plymouth Marine Laboratory Applications (PML) are the only entity that can provide the complete management of the testing platform.

#### 4. EVALUATION CRITERIA

The project undertook a consultation to identify those suppliers available with adequate experience and expertise. It was later decided to exempt this requirement as permitted detailed within the Council's Contract Standing Orders.

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

The Council evaluated the supplier's submission firstly on suitability and the second formal quotation.

#### 5. SUMMARY OF EVALUATION

The Council issued a technical specification to the primary supplier and a formal quotation was requested.

A quotation was submitted by the supplier and independently evaluated by Council Officers and an 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 project is fully funded by Heart of the South West LEP.

A breakdown of the contractual pricing is contained within the part ii paper.

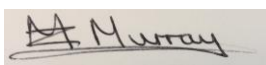
#### 7. RECOMMENDATIONS

It is recommended that the contract for Smart Sound Connect is awarded to the engaged supplier. Details of the engaged supplier have been set out in the confidential Part II paper.

#### 8. APPROVAL

##### AUTHOR:

Signature:

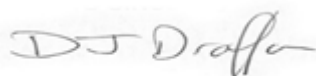


Print Name: Michelle Murray

Date: 14<sup>th</sup> September 2021

##### AUTHORISED SIGNATORY:

Signature:



Print Name: David Draffan

Position: Service Director – Economic Development

Date: 02 November 2021

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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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