

EXECUTIVE DECISION

made by a Cabinet Member



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

Executive Decision Reference Number – L05 24/25

Decision	
1	Title of decision: Plymouth City Council 2025 Non-Commercial Routes Network Tender
2	Decision maker: Councillor Tudor Evans OBE, Leader of Plymouth City Council
3	Report author and contact details: James Quintrell-Harris Tel: 01752 307597 E: james.quintrell-harris@plymouth.gov.uk
4	Decision to be taken: It is recommended that the Leader: <ol style="list-style-type: none"> 1. Approves the Business Case; 2. Authorises the commencement of the procurement process; 3. Delegates the award of the contract(s) and subsequent management of the contract(s) to the Service Director for Strategic Planning and Infrastructure, in consultation with the Cabinet Member for Strategic Planning and Transport, where they do not already have the authority to do so.
5	Reasons for decision: <p>The purpose of the decision is to allow the commencement of the procurement of a number of subsidised bus services which, on award, will become part of Plymouth City Council's non-commercial routes network, from April 2025. This is required so that the procurement can be completed ahead of the current contracts for a number of Plymouth's non-commercial bus services ending in March 2025.</p> <ul style="list-style-type: none"> • <i>Approves the Business Case</i> <p>Approval of the Business Case is required in order to allow the commencement of the tender for the 2025 Non-Commercial Routes Network. This is necessary in order to ensure contracts are in place for non-commercial routes ahead of the current contracts ending in March 2025.</p> <ul style="list-style-type: none"> • <i>Authorises the commencement of the procurement process.</i> <p>Plymouth City Council provides financial support for a number of bus services that operate within our city boundary. Without this support, these services would be deemed commercially unviable and would not operate. The contracts for a number of the non-commercial routes are due to end on 31 March 2025. Therefore a tender is required in 2024 to allow new contracts to be procured, for commencement in April 2025.</p> <ul style="list-style-type: none"> • <i>Delegates the award of the contract(s) and subsequent management of the contract(s) to the</i>

	<p><i>Service Director for Strategic Planning and Infrastructure, in consultation with the Cabinet Member for Strategic Planning and Transport, where they do not already have the authority to do so.</i></p> <p>Delegation of authority to the Service Director for Strategic Planning and Infrastructure, in consultation with the Cabinet Member for Strategic Planning and Transport, will help support the timely delivery of the programme thereby ensuring that any new contracts are in place ahead of the required start date for the services of April 2025.</p>
6	<p>Alternative options considered and rejected:</p> <p>The following options have been considered and rejected:</p> <p>Option One: Do not tender for the non-commercial routes whose contracts are due to end on the 31 March 2025</p> <p>This option has been rejected. Allowing the contracts to expire without undertaking any form of procurement activity is expected to result in the loss of bus services for some residents. This would risk residents becoming isolated, without any bus service to access essential services, impacting on their wellbeing. In addition, the loss of bus services is likely to result in increased congestion, and associated air quality and environmental impacts, such as carbon emissions, from those trips which are replaced by private car use, contrary to the aims and objectives of the Council's Net Zero Action Plan.</p> <p>Option Two: Extend the current contracts for another year</p> <p>This option has been rejected due to the fact that the majority of these services are funded either entirely or in part, by the Department for Transport's (DfT) Bus Service Improvement Plan Phase 2 (BSIP 2) grant¹. At present there is no guarantee that the Bus Service Improvement Plan funding will continue beyond 31 August 2025. Therefore, any extension of these contracts would as of now be unaffordable.</p>
7	<p>Financial implications and risks:</p> <p>The funding available to support the services awarded through the 2025 Non-Commercial Routes Network Tender for the proposed, initial, three year contract period is: -</p> <ul style="list-style-type: none"> • Plymouth City Council non-commercial routes budget - £1,398,000 (£466,000 per annum); • Section 106 developer contributions - £923,479 for the proposed initial contract period of three years; • Department for Transport Bus Service Improvement Plan Phase 2 (BSIP Phase 2) funding – single year contribution to the £73,895. <p>Total = £2,395,374</p> <p>The funding available to support the services awarded through the 2025 Non-Commercial Routes Network Tender for the entire contract length, if all options to extend are enacted is: -</p>


¹ The Bus Service Improvement Plan Phase 2 funding was previously referred to as Bus Service Improvement Plan Plus (BSIP+) funding.

	<ul style="list-style-type: none"> • Plymouth City Council non-commercial routes budget - £3,728,000 (£466,000 per annum); • Section 106 developer contributions - £1,558,631; • Department for Transport Bus Service Improvement Plan Phase 2 (BSIP Phase 2) funding – single year contribution to the £73,895. <p>Total = £5,360,526</p> <p>The funding is entirely revenue funding.</p> <p>There is a risk that the tender costs will exceed the budget available; this will be managed through only awarding contracts which are affordable within the budget available.</p>																				
8	<table border="1"> <thead> <tr> <th data-bbox="225 589 759 680">Is the decision a Key Decision? (please contact Democratic Support for further advice)</th> <th data-bbox="759 589 852 680">Yes</th> <th data-bbox="852 589 967 680">No</th> <th data-bbox="967 589 1498 680">Per the Constitution, a key decision is one which:</th> </tr> </thead> <tbody> <tr> <td data-bbox="225 680 759 846"></td> <td data-bbox="759 680 852 846"></td> <td data-bbox="852 680 967 846">x</td> <td data-bbox="967 680 1498 846">in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total</td> </tr> <tr> <td data-bbox="225 846 759 992"></td> <td data-bbox="759 846 852 992">x</td> <td data-bbox="852 846 967 992"></td> <td data-bbox="967 846 1498 992">in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1 million</td> </tr> <tr> <td data-bbox="225 992 759 1137"></td> <td data-bbox="759 992 852 1137">x</td> <td data-bbox="852 992 967 1137"></td> <td data-bbox="967 992 1498 1137">is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.</td> </tr> <tr> <td data-bbox="225 1137 759 1263">If yes, date of publication of the notice in the Forward Plan of Key Decisions</td> <td colspan="3" data-bbox="759 1137 1498 1263">12/07/2024</td> </tr> </tbody> </table>	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:			x	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total		x		in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1 million		x		is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.	If yes, date of publication of the notice in the Forward Plan of Key Decisions	12/07/2024		
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9	<p>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> <p>The provision of a non-commercial routes network, which this decision enables, supports the sustainable growth of Plymouth by providing residents with sustainable transport options to access employment, education, healthcare, leisure and retail opportunities. It therefore directly supports both the Corporate Plan and Plymouth Plan.</p> <p>Links to the Corporate Plan:- The provision of a non-commercial routes network helps to make Plymouth a great place to grow up and grow old and helps to minimise the cost-of-living crisis. It also directly helps to deliver the Council's priority of providing greener transport.</p> <p>Links to the Plymouth Plan: - The provision of a non-commercial routes network supports the delivery of the strategy set out within the Plymouth Plan and in particular policies HEA6 (Delivering a safe, accessible, sustainable and health enabling transport system) and GRO4 (Using transport</p>																				

		<p>investment to drive growth, and commitment to facilitate the use of sustainable transport modes).</p> <p>The Plymouth Plan seeks to help deliver a transport system that enables and encourages sustainable and active travel choices, provides good accessibility for the city's population to jobs and services, and supports a healthy environment, all of which a non-commercial routes network helps to achieve.</p> <p>Furthermore, through the provision of a non-commercial routes network the Council supports the use of sustainable transport modes as set out in the Plymouth and South West Devon Joint Local Plan, specifically policies SPT9 (5)5, where it states that the local Planning and Highway Authorities with key stakeholders will deliver: “realistic sustainable transport choices and increasing the integration of transport modes so that people have genuine alternative ways to travel.,” SPT9 (6), which seeks to get the most out of our existing network and encourage behavioural change, SPT9(9) (delivering transport projects which provide a safe and effective transport system) and SPT (10) of the Plymouth and South West Devon Joint Local Plan and policies HEA6 (Delivering a safe, accessible, sustainable and health enabling transport system), GRO4 (Using transport investment to drive growth) and GRO7(Reducing carbon emissions and adapting to climate change) of the Plymouth Plan.</p> <p>The provision of a non-commercial routes network programme also supports the achievement of the aspirations of the Plymouth Bus Service Improvement Plan which is a delivery plan of the Plymouth Plan.</p>
10	<p>Please specify any direct environmental implications of the decision (carbon impact)</p>	<p>On 08 March 2019 the Council declared a Climate Emergency and produced a number of key actions to achieve net zero carbon by 2030.</p> <p>Plymouth City Council's non-commercial routes network supports the Council's efforts to reduce carbon emissions by providing an alternative sustainable transport option to the private car, hence enabling behavioural change.</p> <p>Furthermore, through the contracts let by this tender, the Council will be able to stipulate the maximum age of vehicles operating on non-commercial routes thereby reducing the environmental impact of the services, compared with an unregulated environment</p>

Urgent decisions			
I1	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes	(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No	X (If no, go to section I3a)
I2a	Reason for urgency:		
I2b	Scrutiny Chair Signature:		Date
	Scrutiny Committee name:		
	Print Name:		
Consultation			
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes	X
		No	(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Mark Coker, Cabinet Member for Strategic Planning and Transport	
I3c	Date Cabinet member consulted	30 May 2024	
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	31 May 2024
Sign-off			
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS14 24/25
		Finance (mandatory)	DJN.24.25.024
		Legal (mandatory)	LS/2315/kt/10624
		Human Resources (if applicable)	N/A
		Corporate property (if applicable)	N/A

		Procurement (if applicable)	PW/PS/727/ED0524						
Appendices									
17	Ref.	Title of appendix							
	A	Plymouth City Council 2025 Non-Commercial Routes Network -Briefing report for publication							
	B	Plymouth City Council 2025 Non-Commercial Routes Network Tender Business Case							
	C	Plymouth City Council 2025 Non-Commercial Routes Network Tender Equality Impact Assessment							
	D	Plymouth City Council 2025 Non-Commercial Routes Network Tender Climate Impact Assessment							
Confidential/exempt information									
18a	Do you need to include any confidential/exempt information?		Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)				
		No	X						
			Exemption Paragraph Number						
			1	2	3	4	5	6	7
18b									
Background Papers									
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.								
Title of background paper(s)			Exemption Paragraph Number						
			1	2	3	4	5	6	7
Cabinet Member Signature									
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between								

	people who share protected characteristics under the Equalities Act (2010) and those who do not. For further details please see the EIA attached.		
Signature		Date of decision	01 August 2024
Print Name	Councillor Tudor Evans OBE, Leader of Plymouth City Council		