

EXECUTIVE DECISION

made by a Council Officer



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

Executive Decision Reference Number – COD33 24/25

Decision	
1	Title of decision: Plymouth City Council 2025 Non-Commercial Routes Network Tender Contract Award
2	Decision maker: Paul Barnard, Service Director for Strategic Planning and Infrastructure
3	<p>Report author and contact details:</p> <p>James Quintrell-Harris Tel: 01752 307597 Email: james.quintrell-harris@plymouth.gov.uk</p>
4a	<p>Decision to be taken:</p> <ul style="list-style-type: none"> The Service Director for Strategic Planning and Infrastructure to approve the award of the Council's 2025 Non-Commercial Routes, as per the Procurement Decision Record and the Briefing Note appended to this decision. The total net annual value for all Lots awarded is £1,061,742. (circa £2,957,370 for the initial contract periods) <p>Lot 1 – 26392/A – Service 13/S – Stagecoach Southwest - £103,912.81 Net Annual Cost (circa £311,738.43 for the initial contract period)</p> <p>Lot 2 – 26392/B – Service 14 – Stagecoach Southwest - £135,754.95 Net Annual Cost (circa £407,264.85 for the initial contract period)</p> <p>Lot 3 – 26392/C – Service 27 – Stagecoach Southwest - £10,845.09 Net Annual Cost (circa £32,535.27 for the initial contract period)</p> <p>Lot 4 – 26392/D – Service 30/31 – Stagecoach Southwest - £79,392.51 Net Annual Cost (circa £238,177.53 for the initial contract period)</p> <p>Lot 5 – 26392/E – Service 41 – Plymouth Citybus - £48,000 Net Annual Cost (circa £144,000 for the initial contract period)</p> <p>Lot 6 – 26392/F – Service 54 – Stagecoach Southwest - £22,045.95 Net Annual Cost (circa £66,137.85 for the initial contract period)</p>

	<p>Lot 7 – 26392/G – Service 200 – Stagecoach Southwest - £125,372.98 Net Annual Cost (circa £376,118.94 for the initial contract period)</p> <p>Lot 8 – 26392/H – No award due to Lot 9 & 10 being awarded.</p> <p>Lot 9 – 26392/I – Service 4 – Stagecoach Southwest - £340,388.34 Net Annual Cost (circa £1,021,165.02 for the initial contract period)</p> <p>Lot 10 – 26392/J – Service 4A & 4B – Stagecoach Southwest - £82,101.55 Net Annual Cost (circa £246,304.65 for the initial contract period)</p> <p>Lot 11 – 26392/K – Service 19 – Stagecoach Southwest - £113,927.81 Net Annual Cost (circa £113,927.81 for the initial contract period)</p>
4b	<p>Reference number of original executive decision or date of original committee meeting where delegation was made:</p> <p>Executive Decision Reference Number – L05 24/25</p>
5	<p>Reasons for decision:</p> <p>The reason for this decision is to conclude the current procurement activity, to enable the award of a number of bus service contracts to form part of Plymouth City Councils non-commercial routes network from March 2025.</p>
6	<p>Alternative options considered and rejected:</p> <p>The following option has been considered and rejected:</p> <p>Option 1: Do Not Award the Contracts</p> <p>The option was considered and rejected as the services which are being procured can be fully funded by the Council’s own Non-Commercial Routes budget, various Section 106 funds for which agreements are already in place, the Department for Transport’s (DfT) Bus Service Improvement Plan Phase 2 (BSIP 2) and the DfT’s Bus Service Improvement Plan Phase 4 (BSIP 4).</p> <p>In addition to the above, not awarding the contracts would leave many residents of Plymouth without a bus service, denying them a sustainable form of transport to access employment, education, leisure, retail and medical facilities.</p> <p>Option 2: Award all Contracts on a Like for Like Basis</p> <p>This option was considered and rejected as it was not financially viable for the full three years of the contract award. This option could have been affordable in year one of the contracts (2025/2026) given the Council’s BSIP 4 funding allocation, however, for year two (2026/2027) and year three (2027/2028) of the contracts this funding would not have been available.</p>
7	<p>Financial implications and risks:</p> <p>As referenced above all of the contracts awarded can be fully funded by the Council’s Non-Commercial Routes budget, S106, BSIP 2 & BSIP 4.</p>

The financial impact is summarised within the below table:


Budget Information			
	2025/2026	2026/2027	2027/2028
Non Commercial Routes	£466,200	£466,200	£466,200
SI06	£422,490	£489,829	£489,829
BSIP 2	£67,339	£0	£0
BSIP 4	£113,828	£0	£0
Total Budget Available	£1,069,957	£956,029	£956,029
Cost			
	£1,061,742	£947,814	£947,814
Difference			
	£8,215	£8,215	£8,215

8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:
		X		in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
		X		in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million
			X	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
8b	If yes, date of publication of the notice in the Forward Plan of Key Decisions	3 rd December 2024		
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 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:-</p> <p>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.</p>		

		<p>It also directly helps to deliver the Council's priority of providing greener transport.</p> <p>Links to the Plymouth Plan: -</p> <p>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 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 8 March 2019 the Council declared a Climate Emergency and produced a number of key actions to achieve net zero carbon by 2030.</p> <p>Plymouth City Council's non-commercial routes network supports the Councils efforts to reduce carbon emissions by providing an alternative</p>

		sustainable transport option to the private car, hence enabling behavioural change. 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		
Urgent decisions				
I 1	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 for advice)
		No	X	(If no, go to section I 3a)
I 2a	Reason for urgency:			
I 2b	Scrutiny Chair signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
Consultation				
I 3a	Which Cabinet Member's portfolio does this decision relate to?	Councillor Mark Coker, Cabinet Member for Strategic Planning and Transport		
I 3b	Date Cabinet Member consulted	26 November 2024		
I 3c	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	X	(If no go to section I 4)
I 3d	Which other Cabinet member's portfolio is affected by the decision?	N/A		
I 3e	Date other Cabinet member(s) consulted	N/A		
I 4	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	
I 5	Which Corporate Management Team member has been consulted?	Name	Karime Hassan	
		Job title	Interim Strategic Director for Growth	
		Date consulted	5 th December 2024	

Sign-off								
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JS89 24/25					
		Finance (mandatory)	OW.24.25.001					
		Legal (mandatory)	LS/2960(36)/JP/130125					
		Human Resources (if applicable)	N/A					
		Corporate property (if applicable)	N/A					
		Procurement (if applicable)	PW/PS/767/ED/0125					
Appendices								
17	Ref.	Title of appendix						
	A	Briefing report for publication - Plymouth City Council 2025 Non-Commercial Routes Network Tender Contract Award						
	B	Equalities Impact Assessment - Plymouth City Council 2025 Non-Commercial Routes Network Tender Contract Award						
	C	Climate Impact Assessment - Plymouth City Council 2025 Non-Commercial Routes Network Tender Contract Award						
Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes	X	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below.				
		No						
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
	Procurement Decision Record			X				
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7

Council Officer Signature							
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.						
Signature			Date of decision	22.01.2025			
Print Name	Paul Barnard						