

# EXECUTIVE DECISION

made by a Cabinet Member



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

Executive Decision Reference Number – DL01 25/26

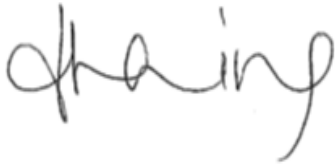
Decision	
1	<b>Title of decision:</b> 2137341 – Merafield Road – Puffin Crossing
2	<b>Decision maker:</b> Councillor Jemima Laing, Deputy Leader (Cabinet Member for Children's Social Care, Culture and Communications)
3	<b>Report author and contact details:</b> Amy Neale, Highway Safety Engineer, email: <a href="mailto:trafficmanagementinbox@plymouth.gov.uk">trafficmanagementinbox@plymouth.gov.uk</a> & Rosemary Starr, Sustainable Transport Manager.
4	<b>Decision to be taken:</b> <p>To install a new controlled pedestrian (puffin) crossing on Merafield Road approximately 15 metres north of the access to The Park crematorium in order allow passengers to safely board and alight the bus, and cross Merafield Road, when accessing The Park.</p>
5	<b>Reasons for decision:</b> <p>The Park – Public Transport Infrastructure Scheme involves the installation of two bus stops on Merafield Road close to the entrance of the Park crematorium (including two marked Bus Stop Clearways on the carriageway), a puffin crossing on Merafield Road itself, approximately 15 m north of the entrance to The Park and associated footway links.</p> <p>The proposal is necessary in order to allow members of the public to access The Park, by bus, following the introduction of the service 19 which is a Plymouth City Council tendered bus service. The service has been introduced following requests from the public to be able to access The Park by bus.</p> <p>The scheme is necessary in order to allow passengers to safely board and alight the bus, and cross Merafield Road, when accessing The Park.</p> <p>A formalised, puffin, crossing has been assessed as required based upon vehicle count information, the number of which is significant, together with the fact that it is anticipated that large numbers of elderly and mobility impaired people will be using the bus service to access the crematorium.</p>
6	<b>Alternative options considered and rejected:</b> <p>(1) Do nothing; Do not provide a pedestrian crossing facility on Merafield Road in the vicinity of The Park crematorium</p> <p>This option has been rejected because Merafield Road is a busy, 40 mph road where motorists, currently, are not expecting pedestrians to be seeking to cross the road in the location of the scheme. A crossing is therefore considered necessary in in order to allow passengers to safely board and alight the bus, and cross Merafield Road, when accessing The Park.</p>

	<p>(2) Do something: To provide an informal crossing of Merafield Road</p> <p>This option has been rejected because a formalised crossing has been assessed as required based upon vehicle count information, the number of which is significant, together with the fact that it is anticipated that large numbers of elderly and mobility impaired people will be using the bus service to access the crematorium.</p>			
<b>7</b>	<p><b>Financial implications and risks:</b></p> <p>This scheme is being delivered as part of Plymouth City Council's 2025/26 Bus Grant programme (<a href="#">Bus Service Improvement Plan Delivery Programme</a>) which is substantially funded by the Department for Transport.</p> <p>A funding contribution towards The Park public transport infrastructure scheme is also being provided by Public Health in recognition of the benefit the scheme delivers in enabling access to The Park crematorium. Without the scheme it is not possible for a bus to serve The Park, limiting the opportunities for residents and visitors without access to a private car being able to access The Park.</p> <p>As set out in the Decision to add the DfT Bus Grant funding to the capital programme (<a href="#">Decision - L43 24/25 - 2025-26 Bus Grant for Plymouth City Council - Modern Council</a>) the grant funding needs to be at least contractually committed by March 2026 and spent in full by March 2027. The construction of the puffin crossing on Merafield Road is compliant with this requirement.</p> <p>The cost of delivering The Park public transport infrastructure scheme is circa £373,000.</p> <p>The terms and conditions of the Department for Transport grant mean that should costs exceed those set out in the programme then cost exceedances would need to be covered by the Council. This risk has been mitigated by a contingency fund being included within the programme.</p>			
<b>8</b>	<p><b>Legal Implications:</b> Any legal issues have been assessed as set out in the report and briefing paper.</p>			
<b>9</b>	<p><b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)</p> <p>Please type an X into the relevant boxes</p>	<b>Yes</b>	<b>No</b>	<p><b>Per the Constitution, a key decision is one which:</b></p>
			<b>X</b>	in the case of <b>capital</b> projects and contract awards, results in a new commitment to spend and/or save in excess of <b>£3million</b> in total
			<b>X</b>	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> annually
			<b>X</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
10	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>This Decision is for a project being delivered as part of the 'Public Transport Bus Stop Infrastructure' project which is a constituent element of the 2025/26 Bus Grant programme.</p> <p>The Bus Grant programme directly supports both the Corporate Plan and Plymouth Plan through enabling the delivery of the Bus Service Improvement Plan (<a href="#">Plymouth Bus Service Improvement Plan Summer 2024</a>) as set out below.</p> <p><b>Links to the Corporate Plan:-</b></p> <p>The 2024 Bus Service Improvement Plan directly supports the city's mission to '[make] Plymouth a fairer, greener city where everyone does their bit.'</p> <p>As lead for the delivery of the Plymouth Bus Service Improvement Plan, we are taking <b>responsibility</b> for the improvement of Plymouth's bus services. However, the delivery of the BSIP, and 2025-26 Bus Grant therein, is <b>co-operative</b>. We are, and will continue, to work closely with Plymouth's public transport providers, to deliver a bus network which helps to make Plymouth a great place to grow up and grow old and helps to minimise the cost of living crisis by providing a good value transport option which connects communities with employment, education, health and leisure opportunities.</p> <p><b>Links to the Plymouth Plan:-</b></p> <p>Provision of a comprehensive bus network, as set out in the Plymouth Bus Service Improvement Plan, and enabled through the 2025-26 Bus Grant, and this specific Decision to provide a puffin crossing on Merafield Road (and associated bus stops and footway links) 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.</p> <p>Through the delivery of the 2025-26 Bus Grant, and the scheme enabled by this Decision, we will actively support the Plymouth Plan policy commitments to:-</p>

		<ul style="list-style-type: none"> <li>• [Deliver] a public transport system that everyone can use, including working with the bus companies to provide clear journey planning and timetable information (HEA6(5))</li> </ul> <p>The 2025-26 Bus Grant programme will also positively support the delivery of the commitments within the Plan to help deliver targeted integrated transport measures to help support the sustainable growth of Plymouth, in accordance with the vision, objectives and policies of the Plymouth and South West Devon <a href="#">Joint Local Plan</a>. Specifically:-</p> <ul style="list-style-type: none"> <li>• GRO4 (1) Continuing to support the High Quality Public Transport Network and improve public and sustainable transport services through, where appropriate, subsidies and new infrastructure.</li> </ul> <p>The scheme enabled by this Decision also supports the following policies of the Plymouth and South West Devon Joint Local Plan:- 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, and SPT9(9) (delivering transport projects which provide a safe and effective transport system).</p>						
11	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	<p>Cutting emissions from travel is a top priority for the city. Transport accounted for the largest part of our city’s CO<sub>2</sub>e emissions in 2019 (29%) and transport as a sector is not decarbonising at the necessary pace to make Plymouth carbon neutral by 2030.</p> <p>Public transport, particularly buses, plays a key role in the net zero transition and this Decision will facilitate residents and visitors being able to travel sustainably, by bus, to The Park crematorium.</p>						
<b>Urgent decisions</b>								
12a	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	<table border="1"> <tr> <td><b>Yes</b></td> <td></td> <td>(If yes, please contact Democratic Support (<a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a>) for advice)</td> </tr> <tr> <td><b>No</b></td> <td><b>X</b></td> <td><b>(If no, go to section 13a)</b></td> </tr> </table>	<b>Yes</b>		(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)	<b>No</b>	<b>X</b>	<b>(If no, go to section 13a)</b>
<b>Yes</b>		(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)						
<b>No</b>	<b>X</b>	<b>(If no, go to section 13a)</b>						
12b	<b>Reason for urgency:</b>							

<b>I2c</b>	<b>Scrutiny Chair Signature:</b>		<b>Date</b>	
	<b>Scrutiny Committee name:</b>			
	<b>Print Name:</b>			
<b>Consultation</b>				
<b>I3a</b>	<b>Are any other Cabinet members' portfolios affected by the decision?</b>	<b>Yes</b>		
		<b>No</b>	<b>X</b>	<b>(If no go to section I4)</b>
<b>I3b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>	Councillor John Stephens (Cabinet Member for Strategic Planning & Transport) and Councillor Sally Haydon (Cabinet Member for Community Safety, Events, Libraries, Cemeteries and Crematoria)		
<b>I3c</b>	<b>Date Cabinet member consulted</b>	30 June 2025		
<b>I4</b>	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>		If yes, please discuss with the Monitoring Officer
		<b>No</b>	<b>X</b>	
<b>I5</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Glenn Caplin-Grey	
		<b>Job title</b>	Strategic Director for Growth	
		<b>Date consulted</b>	30 June 2025	
<b>Sign-off</b>				
<b>I6</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	JS13 25/26	
		<b>Finance (mandatory)</b>	ITG.25.26.027	
		<b>Legal (mandatory)</b>	LS/2960(59)/JP/030725	
		<b>Procurement (if applicable)</b>	N/A	
		<b>Corporate property (decisions involving Council owned land or facilities) (if applicable)</b>	N/A	
		<b>Human Resources (if applicable)</b>	N/A	
<b>Appendices</b>				
<b>I7</b>	<b>Ref.</b>	<b>Title of appendix</b>		
	A	Briefing report for publication		
	B	Equalities Impact Assessment		

Confidential/exempt information								
<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.  (Keep as much information as possible in the briefing report that will be in the public domain)				
		<b>No</b>	<b>X</b>					
		Exemption Paragraph Number						
		<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>							
Background Papers								
<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.							
Title of background paper(s)		Exemption Paragraph Number						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
Cabinet Member Signature								
<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 (2010) and those who do not. For further details please see the EIA attached.							
<b>Signature</b>				<b>Date of decision</b>		7 July 2025		
<b>Print Name</b>		Councillor Gemima Laing, Deputy Leader (Cabinet Member for Children's Social Care, Culture and Communications)						