

EXECUTIVE DECISION

made by a Council Officer



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

Executive Decision Reference Number – COD12 25/26

| Decision | |
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| 1 | Title of decision: 27236 – Real Time Passenger Information System Upgrade & Ongoing Support – Contract Award |
| 2 | Decision maker: Paul Barnard, Service Director for Strategic Planning and Infrastructure |
| 3 | Report author and contact details: Laurence Mayhew (Public Transport Officer) Tel: 01752 307773 Email: laurence.mayhew@plymouth.gov.uk |
| 4a | Decision to be taken: It is recommended that: <ol style="list-style-type: none"> I. The Service Director for Strategic Planning and Infrastructure approves the award of the contract for an upgraded Real Time Passenger Information System and Ongoing Support, as per the Procurement Decision Record and the Contract Award Briefing Note appended to this Decision to JMW Systems Ltd with a contract value of £1,050,545. |
| 4b | Reference number of original executive decision or date of original committee meeting where delegation was made: Executive Decision Reference Number – L43 24/25 |
| 5 | Reasons for decision: The reason for this decision is to conclude the current procurement activity, to enable the award of a 7 year, 2 month and 27 day contract to upgrade the Plymouth Real Time Passenger Information system, to be installed across Plymouth's transport infrastructure from early 2026. |
| 6 | Alternative options considered and rejected: The following option has been considered and rejected: Option I: Do Not Award the Contract The current contract for the provision of Real Time Passenger Information expires in March 2026 and there are no options to extend it. Whilst the Council own the real time assets, these are reaching the end of their life, and without a contract in place for maintenance the system would likely soon start to fail. The delivery of an upgraded Real Time Passenger Information system forms part of the 2025/26 Bus Service Improvement Plan Delivery Programme (Bus Service Improvement Plan Delivery Programme), funded by the Department for Transport's Bus Grant (Decision - L43 24/25 - 2025-26 Bus Grant for |

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| | <p>Plymouth City Council - Modern Council) hence not awarding the contract would not deliver the capital elements of the Bus Grant and would limit the delivery of the Bus Service Improvement Plan.</p> <p>Local Authorities have a statutory duty to provide information about bus services and an effective Real Time Passenger Information (RTPI) system contributes to this provision.</p> | | | |
| 7 | <p>Financial implications and risks:</p> <p>Plymouth City Council were awarded £4.5 million from the Department for Transport's (DfT) 2025-26 Bus Grant (previously referred to as the Bus Service Improvement Plan Phase 4 funding (2025/26), of which £3,196,800 is capital.</p> <p>The 2025-26 Bus Grant funding needs to be contractually committed by March 2026 and spent in full by March 2027, in order to comply with the terms and conditions of the grant.</p> <p>The 2025/26 Bus Service Improvement Plan Delivery Programme, which is the delivery plan for the Bus Grant, includes the upgrading of Plymouth RTPI system. Therefore the upgrade of the RTPI system places no additional financial demands on the Council. This is because all capital aspects of the contract are 100% funded from the Department for Transport grant and the Software Maintenance (years 2 – 7 of the contract) will be met from the Council's existing Real Time Passenger Information Budget at a cost of £6,000 per annum.</p> <p>However, failure to deliver this contract would risk the non-delivery of this element of the Bus Grant funded BSIP programme and hence return of the funding to the DfT if it cannot be contractually committed within the current financial year.</p> | | | |
| 8 | <p>Legal Implications and risks:</p> <p>No legal implications are anticipated with this project.</p> <p>The procurement has been undertaken in accordance with the Procurement Act 2023 with support from the Council's Procurement Team.</p> <p>Funding of the contract falls within the requirements of the DfT 2025/26 Bus Grant Terms and Conditions.</p> | | | |
| 9a | <p>Is the decision a Key Decision? (please contact Democratic Support for further advice)</p> | Yes | No | <p>Per the Constitution, a key decision is one which:</p> |
| | | | 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. |
| 9b | <p>If yes, date of publication of the notice in the Forward Plan of Key Decisions</p> | N/A | | |
| 10 | <p>Please specify how this decision is linked to the Council's corporate</p> | <p>The provision of a Real Time Passenger Information system supports the sustainable growth of Plymouth,</p> | | |

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| <p>plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:</p> | <p>assisting residents to use sustainable transport options to access employment, education, healthcare, leisure and retail opportunities. It therefore directly supports both the Corporate Plan and the Plymouth Plan.</p> <p>Links to the Corporate Plan:-</p> <p>The provision of a Real Time Passenger Information system helps to make Plymouth a great place to grow up and grow old through delivering against the Bus Service Improvement Plan passenger priority ‘simple and understandable’ and does so by delivering quality public services and spending money wisely.</p> <p>Links to the Plymouth Plan: -</p> <p>The provision of a Real Time Passenger Information system 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 the provision of Real Time helps to achieve.</p> <p>Furthermore, the provision of a high quality RTPI system supports the delivery of 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 and SPT9(9) (delivering transport projects which provide a safe and effective transport system).</p> <p>The provision of the Real Time Passenger Information system also supports the achievement of the aspirations of the Plymouth Bus Service Improvement Plan which is a delivery plan of the Plymouth Plan.</p> |
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| I I | Please specify any direct environmental implications of the decision (carbon impact) | <p>Cutting emissions from travel is a top priority for the city.</p> <p>According to the Plymouth Greenhouse Gas Report 2024, transport accounted for 34% of our city's emissions in 2022. This proportion has increased (from 28% in 2021) as other sectors are decarbonising faster. Tackling city transport emissions will require a shift in the uptake of walking, cycling and public transport, as well as measures to replace petrol combustion vehicles with electric vehicles.</p> <p>Public transport, particularly buses, play a key role in the net zero transition. The delivery of an upgraded Real Time Information System makes bus services more accessible to many, increases their attractiveness to potential users, and increases safety in providing reliable information.</p> <p>Furthermore, within the tender requirements there has been considerable attention and scrutiny paid to the environmental impacts of the manufacture and delivery of the RTPI system so that it's environmental impact is as kept as low as is reasonably possible.</p> |
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Urgent decisions

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| I 2a | 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 2b | Reason for urgency: | | | |
| I 2c | Scrutiny Chair signature: | | Date | |
| | Scrutiny Committee name: | | | |
| | Print Name: | | | |


Consultation

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| I 3a | Which Cabinet Member's portfolio does this decision relate to? | Councillor John Stephens, Cabinet Member for Strategic Planning and Transport | | |
| I 3b | Date Cabinet Member consulted | 18 November 2025 | | |
| I 3c | Are any other Cabinet members' portfolios affected by the decision? | Yes | | |
| | | No | X | (If no go to section I 4) |

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| 13d | Which other Cabinet member's portfolio is affected by the decision? | N/A | | | | | | |
| 13e | Date other Cabinet member(s) consulted | N/A | | | | | | |
| 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 | | Glenn Caplin-Grey | | | | |
| | | Job title | | Strategic Director for Growth | | | | |
| | | Date consulted | | 3 December 2025 | | | | |
| Sign-off | | | | | | | | |
| 16 | Sign off codes from the relevant departments consulted: | Democratic Support (mandatory) | | | JS41 25/26 | | | |
| | | Finance (mandatory) | | | ITG.25.26.093 | | | |
| | | Legal (mandatory) | | | LS/4552(11)/RH/251125 | | | |
| | | Human Resources (if applicable) | | | N/A | | | |
| | | Corporate property (if applicable) | | | N/A | | | |
| | | Procurement (if applicable) | | | PW/PS/803/ED/1125 | | | |
| Appendices | | | | | | | | |
| 17 | Ref. | Title of appendix | | | | | | |
| | A | Contract Award Report Part I - Real Time Passenger Information System Upgrade & Ongoing Support – Contract Award Briefing Note | | | | | | |
| | B | Equalities Impact Assessment - Real Time Passenger Information System Upgrade & Ongoing Support – Contract Award | | | | | | |
| | C | Climate Impact Assessment - Real Time Passenger Information System Upgrade & Ongoing Support – 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 |

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| 18b | Confidential/exempt briefing report title: | | | | | | | |
| | D - Procurement Decision Record | | | X | | | | |

| Background Papers | | | | | | | | |
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| 19 | <p>Please list all unpublished, background papers relevant to the decision in the table below.</p> <p>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.</p> | | | | | | | |
| Title of background paper(s) | | Exemption Paragraph Number | | | | | | |
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
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| Council Officer Signature | |
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| 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 |
| | 01/12/2025 |
| Print Name | Paul Barnard |