



Oversight and Governance

Chief Executive's Department

Plymouth City Council

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Published 04/10/24

Delegated Decisions

Delegated Executive/Officer Decisions

Delegated Executive and Officer decisions are published 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 Team by 4.30 pm on 11 October 2024. 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>

The decision detailed below may be implemented on 14 October 2024 if it is not called-in.

Delegated Decisions

I. Councillor Tudor Evans OBE, Leader of the Council:

I.a. L15 24/25 - Refurbishment of Life Centre Gym

(Pages 1 - 34)

EXECUTIVE DECISION

made by a **Cabinet Member**



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


Executive Decision Reference Number – L15 24/25

Decision	
1	Title of decision: Refurbishment of Life Centre Gym
2	Decision maker: Councillor Tudor Evans OBE, Leader of the Council
3	Report author and contact details: Ruth Harrell, Director of Public Health ruth.harrell@plymouth.gov.uk
4	<p>Decision to be taken:</p> <ol style="list-style-type: none"> 1. Approve the business case for the Life Centre Gym Refurbishment. 2. Allocate £486,979 for this project into the Capital Programme funded by Service Borrowing to be recovered in full from Plymouth Active Leisure over a period of 7 years. 3. Delegates the finalisation of the terms and completion of the funding arrangement to the Service Director for Finance where they would not already have authority to do so.
5	<p>Reasons for decision:</p> <ol style="list-style-type: none"> 1. The company needs to focus on income generation to become sustainable and aims to make a surplus by 2027. 2. The health and fitness income is one of the major sources of income of the business (30%) and these activities include gym membership subscriptions that allow access to gym facilities, group exercise classes and the swimming pools. 3. The current gym equipment at Plymouth Life Centre is 8 years old meaning it is behind in the latest technology and some of the equipment is in a poor state of repair and end of life. 4. A decision to invest will give an opportunity to generate more income to deliver long-term financial sustainability, with a further strategic aim of increasing health and fitness for the city through providing low cost access to gym facilities.
6	<p>Alternative options considered and rejected:</p> <p>Option one: Do nothing – equipment will continue to deteriorate and memberships will continue to drop off.</p> <p>Option two: install a cheaper version. The equipment will not be as robust contributing to increased maintenance costs. Equipment will be behind the latest technology and will not contribute to attracting new customers or encouraging the non-active to become active.</p>
7	Financial implications and risks:

	<p>1. The service borrowing associated with the project will be fully recovered from Plymouth Active Leisure over a period of 7 years effective from 1 April 2025, so there will be no financial impact for PCC budgets.</p> <p>2. The agreed interest rate built in to the service borrowing will be 5.25%, risk around changing interest rates is factored in to the rate agreed.</p> <p>3. Risk sits with Plymouth Active Leisure that additional income levels are not sufficient to cover the service borrowing repayment.</p>			
8	<p>Is the decision a Key Decision? (Please contact Democratic Support for further advice)</p>	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.
	<p>If yes, date of publication of the notice in the Forward Plan of Key Decisions</p>	N/A		
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>This project supports the financial sustainability of PAL, a wholly owned company of Plymouth City Council.</p> <ul style="list-style-type: none"> • Policy HEA3 Supporting adults with health and social care needs. • Policy HEA4 Playing an active role in the community. • Policy HEA5 Delivering strong and safe communities and good quality neighbourhoods. • Policy: HEA1 addressing health inequalities and improving health literacy Policy HEA7 Optimising the health and wellbeing benefits of the natural environment. • Policy INT 5 Celebrating Plymouth's Sporting Excellence • Policy INT8 Celebrating diverse communities. Policy GRO5 Enhancing Plymouth's sporting facilities. • INT 1 Implementing Britain's Ocean City • Policy: HEA2 Deliver the best outcomes for children, young people and families • Policy GR02 Develop, attract and retain a highly skilled and adaptable workforce • Policy GR07 Reducing carbon emissions and adapting to climate change. 		
10	<p>Please specify any direct environmental implications of the decision (carbon impact)</p>	<p>The amount of kit requiring power will be reduced, for example the number of cardiovascular machines will reduce and be</p>		

		<p>replaced with strength machines that doesn't need power. The kit is also newer and takes advantage of better technology.</p> <p>The existing equipment is being traded out at a cost to the supplier and will be refurbished and resold. No equipment is going to landfill.</p> <p>There is a cooling mechanism that reduces operating temperatures by 20 degrees, this gives 4 times more life out of the electronics. There is power correction technology that stores incoming current resulting in reduced power consumption by 30%. Also there is a screen saver mode when not in use.</p>		
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 (democraticsupport@plymouth.gov.uk) for advice)
		No	x	(If no, go to section I 3a)
I 2 a	Reason for urgency:			
I 2 b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
Consultation				
I 3 a	Are any other Cabinet members' portfolios affected by the decision?	Yes	x	Cllr Sue Dann
		No		(If no go to section I 4)
I 3 b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Sue Dann, Cabinet Member for Customer Services, Sport, Leisure and HR and OD		
I 3 c	Date Cabinet member consulted	28 August 2024		
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		Name	Ruth Harrell	

	Which Corporate Management Team member has been consulted?	Job title	Director of Public Health					
		Date consulted	01 September 2024					
Sign-off								
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS56 24/25					
		Finance (mandatory)	CH24.25.035					
		Legal (mandatory)	LS/00001312/1/AC/1/10/24.					
		Human Resources (if applicable)	N/A					
		Corporate property (if applicable)	N/A					
		Procurement (if applicable)	PW/PS/754/ED/0924					
Appendices								
17	R	Title of appendix						
	A	BRIEFING REPORT FOR PUBLICATION (MANDATORY) REFURBISHMENT OF LIFE CENTRE GYM						
	B	Equalities Impact Assessment (where required) REFURBISHMENT OF LIFE CENTRE GYM						
Confidential/exempt information								
18 a	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. (Keep as much information as possible in the briefing report that will be in the public domain)				
		No						
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18 b	Confidential/exempt briefing report title: Part II business case			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 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.						
Signature			Date of decision	4 October 2024			
Print Name	Councillor Tudor Evans						

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REFURBISHMENT OF THE PLYMOUTH LIFE CENTRE GYM

PART I



1. EXECUTIVE SUMMARY

- 1.1. Plymouth Active Leisure (PAL) is a wholly owned Council company who were created in April 2022. The company needs to focus on income generation to make the business sustainable and to achieve an operating surplus by the end of 26/27, in line with PAL's mid-term financial projection. To improve the financial position and the customer service PAL will need to invest in facilities and equipment to stay current and attractive to customers.
- 1.2. The health and fitness income is one of the major sources of income of the business (30%) and these activities include gym membership subscriptions that allow access to gym facilities, group exercise classes and the swimming pools.
- 1.3. The Business Case requests an allocation of £486,979 for this project into the Capital Programme funded by Service Borrowing to be recovered in full from Plymouth Active Leisure over a period of 7 years.
- 1.4. The business case highlights an improved customer journey and revised service provision to retain customers and attract new members. The project will be inclusive, equipment will be fitted with the latest technology and will reflect a unique offer for the City's communities. There will also be a renewed focus on active health and the encouragement of individuals who are not currently active to use the new facility and equipment.
- 1.5. The investment will aim to deliver around 500 new members after the first 18 months and to maintain these members. This will significantly increase the income generation for PAL which will enable them to repay the loan.

2. BACKGROUND

- 2.1. Refurbishing the gym is a key business priority as the gym kit is ageing and other competitors in the City are installing new kit and are selling memberships at cheaper prices. If PAL cannot invest in the gym then the risk is that the Plymouth Life Centre will become a less attractive option for a member and the finances will start to go backwards and sustainability will be a risk. Reputation will also be impacted.

3. PROPOSED CHANGES AND REASONS

- 3.1. The design has the aim of remaining current but also vastly improving PAL's offer to their existing customers as well as targeting those who are not already active through PAL's Active Health initiatives.
- 3.2. Furthermore, the Life Centre has been open for over 12 years, and the current gym equipment is over 8 years old meaning it is behind in the latest technology, is costly to repair and much of the equipment is at the end of its life cycle.
- 3.3. The refurbishment includes; new flooring, new gym equipment and decoration.
- 3.4. Significant research over several months has been undertaken to ensure the equipment meets the needs of current members, and provides alternative equipment, that supports the inactive to become active.

4. ALTERNATIVE OPTIONS

- 4.1. Investing in the gym product is the preferred option as this is one of the core income lines in PAL's business and provides the best opportunity to grow their income and improve PAL's finances. This is also necessary as PAL's equipment ages and they lose touch with the current trends, lack of investment will mean PAL continue to lose members and their finances will get worse.
- 4.2. If PAL continues to do nothing memberships will drop off. There is currently a downwards trajectory of members as the equipment declines and customers move to newer facilities. PAL have lost 155 members since April 2024.
- 4.3. A cheaper refurbishment which sees the replacement of some equipment does not meet PAL or the council's strategic ambition to offer the best products and services and will not future proof the investment. PAL will fall behind their competitors.

5. FINANCIAL IMPLICATIONS AND RISK

- 5.1. The service borrowing associated with the project will be fully recovered from Plymouth Active Leisure over a period of 7 years effective from 1 April 2025, so there will be no financial impact for PCC budgets.
- 5.2. The agreed interest rate built in to the service borrowing will be 5.25%, risk around changing interest rates is factored in to the rate agreed.
- 5.3. Risk sits with Plymouth Active Leisure that additional income levels are not sufficient to cover the service borrowing repayment

6. TIMESCALES

- 6.1. To install and open the refurbished gym in the autumn of 2024.

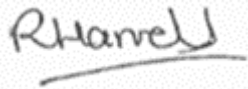
The following relates to exempt or confidential matters (Para(s) 3 of Part 1, Schedule 12A of the Local Govt Act 1972). Any breach of confidentiality could prejudice the Council/person/body concerned & might amount to a breach of the councillors /employees codes of conduct.

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EQUALITY IMPACT ASSESSMENT – [REFURBISHMENT OF LIFE CENTRE GYM]

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): The person completing the EIA template.	Rhys Jones	Department and service:	Plymouth Active Leisure	Date of assessment:	03/09/2024
Lead Officer: Head of Service, Service Director, or Strategic Director.	Ruth Harrell	Signature:		Approval date:	12/09/2024
Overview:	Plymouth Active Leisure is replacing and improving the gym equipment at the Plymouth Life Centre, including the cardiovascular equipment, strength equipment (fixed & free weights), functional and digital services. The project will be inclusive and be fitted with the latest technology.				
Decision required:	<ol style="list-style-type: none"> 1. Approve the business case for the Life Centre Gym Refurbishment. 2. Allocate £486,979 for this project into the Capital Programme funded by Service Borrowing to be recovered in full from Plymouth Active Leisure over a period of seven years. 3. Delegate the finalisation of the terms and completion of the funding arrangement to the Service Director of Finance where they would not already have the authority to do so. 				

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

Potential external impacts: Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?	Yes		No	✓
Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?	Yes		No	✓
Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section three)	Yes		No	✓

If you do not agree that a full equality impact assessment is required, please set out your justification for why not.

This project is broadly replacing existing equipment, so no negative impacts are anticipated. Whilst, children under the age of 11 yrs are currently unable to access and use the gym equipment for H&S reasons and the potential damage it could cause to their growing bodies the purchase of new equipment does not affect this position and the current admission policy and age restrictions will remain the same.

SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department
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<p>Age</p>	<p>Plymouth</p> <ul style="list-style-type: none"> • 16.4 per cent of people in Plymouth are children aged under 15. • 65.1 per cent are adults aged 15 to 64. • 18.5 percent are adults aged 65 and over. • 2.4 percent of the resident population are 85 and over. <p>South West</p> <ul style="list-style-type: none"> • 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64. • 22.3 per cent are aged 65 and over. <p>England</p> <ul style="list-style-type: none"> • 17.4 per cent of people are aged 0 to 14. • 64.2 per cent of people are aged 15 to 64. • 18.4 per cent of people are aged 65 and over. <p>(2021 Census)</p> <p>City Survey 2022</p> <p>The proportion of those stating their health was good or very good decreased with age: 81% (under 45); 67% (45-54); 66% (55-64); 57% (65-74) and 48% (75+).</p>	<p>No adverse impact</p>	<p>N/A</p>	
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<p>Care experienced individuals (Note that as per the Independent Review of Children’s Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</p> <p>There are currently 195 care leavers aged 18 to 20 (statutory service) and 58 aged 21 to 24 (extended offer). There are more care leavers aged 21 to 24 who could return for support from services if they wished to.</p>	<p>No adverse impact</p>	<p>N/A</p>	
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<p>Disability</p>	<p>9.4 per cent of residents in Plymouth have their activities limited ‘a lot’ because of a physical or mental health problem. 12.2 per cent of residents in Plymouth have their activities limited ‘a little’ because of a physical or mental health problem (2021 Census) City Survey 2022 The proportion of those respondents ‘limited a lot through a health problem/disability’ considering their health as bad or very bad was 53% , significantly higher than those ‘limited a little’ (7%), which in turn was significantly higher than among those with ‘no health problem/disability’ (1%).</p>	<p>No adverse impact</p>	<p>N/A</p>	
<p>Gender reassignment</p>	<p>0.5 per cent of residents in Plymouth have a gender identity that is different from their sex registered at birth. 0.1 per cent of residents identify as a trans man, 0.1 per cent identify as non-binary and, 0.1 per cent identify as a trans women (2021 Census).</p>	<p>No adverse impact</p>	<p>N/A</p>	
<p>Marriage and civil partnership</p>	<p>40.1 per cent of residents have never married and never registered a civil partnership. 10 per cent are divorced, 6 percent are widowed, with 2.5 per cent are separated but still married. 0.49 per cent of residents are, or were, married or in a civil partnerships of the same sex. 0.06 per cent of residents are in a civil partnerships with the opposite sex (2021 Census).</p>	<p>No adverse impact</p>	<p>N/A</p>	

Pregnancy and maternity	The total fertility rate (TFR) for England was 1.62 children per woman in 2021. The total fertility rate (TFR) for Plymouth in 2021 was 1.5.	No adverse impact	N/A	
Race	<p>In 2021, 94.9 per cent of Plymouth’s population identified their ethnicity as White, 2.3 per cent as Asian and 1.1 per cent as Black (2021 Census)</p> <p>People with a mixed ethnic background comprised 1.8 per cent of the population. 1 per cent of the population use a different term to describe their ethnicity (2021 Census)</p> <p>92.7 per cent of residents speak English as their main language. 2021 Census data shows that after English, Polish, Romanian, Chinese, Portuguese, and Arabic are the most spoken languages in Plymouth (2021 Census).</p>	No adverse impact	N/A	
Religion or belief	<p>48.9 per cent of the Plymouth population stated they had no religion. 42.5 per cent of the population identified as Christian (2021 Census).</p> <p>Those who identified as Muslim account for 1.3 per cent of Plymouth’s population while Hindu, Buddhist, Jewish or Sikh combined totalled less than 1 per cent (2021 Census).</p>	No adverse impact	N/A	
Sex	51 per cent of our population are women and 49 per cent are men (2021 Census).	No adverse impact	N/A	

Sexual orientation	88.95 per cent of residents aged 16 years and over in Plymouth describe their sexual orientation as straight or heterosexual. 2.06 per cent describe their sexuality as bisexual, 1.97 per cent of people describe their sexual orientation as gay or lesbian. 0.42 per cent of residents describe their sexual orientation using a different term (2021 Census).	No adverse impact	N/A	
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SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	No implications.	N/A	

SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
<p>Work together in partnership to:</p> <ul style="list-style-type: none"> • promote equality, diversity and inclusion • facilitate community cohesion • support people with different backgrounds and lived experiences to get on well together 	<p>Sport is widely seen as a way for people of different backgrounds to interact and integrate by taking part, volunteering and spectating.</p> <p>The new layout and equipment will be more inclusive/ disabled friendly and have improved technology which will make it easier to use.</p> <p>PAL’s admissions policy promotes equality by providing: -</p> <ul style="list-style-type: none"> • Disabled people and people with health conditions can access subsidised or discounted membership 	<p>PAL will continue to:</p> <ul style="list-style-type: none"> - work with others to provide enhanced support to protected characteristic groups to overcome barriers to attending and taking part. - develop and promote a range of opportunities that enable people to exercise independently. - Ensure staff are suitable qualified and trained. 	<p>Louise Kelley – Head of Active Wellbeing and Sport</p>

	<ul style="list-style-type: none"> • Students and older people can access a discounted membership. <p>Children aged 11-15years can access the gym if accompanied by an adult or attend a supervised session.</p> <p>The design will have the aim of remaining current but also vastly improve our offer to our existing customers as well as targeting those who are not already active through PAL's Active Health initiatives.</p>		
<p>Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.</p>	<p>We current allow free gym access for Care Leavers plus one friend/ relative and this policy will not change.</p>		
<p>Build and develop a diverse workforce that represents the community and citizens it serves.</p>	<p>Our current recruitment policy and Disability Confident Committed status demonstrates our commitment towards this.</p>	<p>PAL will continue to:</p> <ul style="list-style-type: none"> - review its policies. - meet its obligations towards the Disability Confident Committed status. 	<p>Jess Hogben – People Impact and Engagement Manager</p>
<p>Support diverse communities to feel confident to report crime and anti-social behaviour, including hate crime and hate incidents, and work with partners to ensure Plymouth is a city where everybody feels safe and welcome.</p>	<p>N/A</p>		

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