



**Oversight and Governance**

Chief Executive's Department

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## 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 10 February 2025. 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 11 February 2025 if it is not called-in.

## **Delegated Decisions**

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

I.a. L42 24/25 - Improvement works to Plymouth Guildhall

**(Pages 1 - 24)**

**EXECUTIVE DECISION****made by a Cabinet Member****REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER****Executive Decision Reference Number – L42 24/25**

Decision	
<b>1</b>	<b>Title of decision:</b> Improvement works to Plymouth Guildhall
<b>2</b>	<b>Decision maker:</b> Councillor Tudor Evans OBE, Leader of the Council
<b>3</b>	<b>Report author and contact details:</b> Ann Thorp 07877830490
<b>4</b>	<p><b>Decision to be taken:</b></p> <p style="padding-left: 40px;">1. To approve the addition of £1,041,163.94 in respect Phase 1 of improvement works to Plymouth Guildhall to the Capital Programme.</p>
<b>5</b>	<p><b>Reasons for decision:</b></p> <p>TEC Construction are undertaking works to the Guildhall and additional urgent works have been identified namely:</p> <ol style="list-style-type: none"> <li>1. Structural work to urgent roof areas and windows to enable the refurbishment programme to progress</li> <li>2. Replacement of the toilets &amp; decoration of the circulation spaces omitted from the original scope</li> <li>3. Overspend on capital programme for Guildhall external wall works</li> </ol> <p>As TEC Construction are already on-site undertaking works and in view of urgency it was sensible to vary their contract to include completion /management of these additional works</p> <p>Agreement for the funding of the work was needed urgently to address Health and Safety concerns over the safety of the building during and post refurbishment as well as providing the financial commitment to reduce the impact on critical refurbishment works that can be completed.</p> <p>Due to the value of works this cannot be covered by revenue and needs to be added to the Capital Programme</p>
<b>6</b>	<p><b>Alternative options considered and rejected:</b></p> <p style="padding-left: 40px;"><b>1. Work not to be undertaken</b></p> <p>Structural work to urgent roof areas and windows are needed to avoid further deterioration to the building, ensuring that the building meets the statutory compliance and building standards and to enable critical refurbishment works to progress.</p> <p>Replacement of the toilets &amp; decoration of the circulation spaces omitted from the original scope will be needed to support the urgent roof works as these have been impacted by the water ingress in the building.</p>

	<p>Failure to undertake these works will result in further deterioration to the fabric of the building, which as a listing building we have a commitment to maintain and will result in areas of refurbishment not being completed. This will have a negative impact on the council's reputation.</p> <p><b>2. Partial works to be completed and residual to be completed by FM post refurbishment</b></p> <p>The structural works have already been prioritised. Phase 1, included in this paper is for health and safety and urgent works that will be required to avoid further deterioration and reduce the risks of increased costs of delaying works.</p> <p>Phase 2 will include additional roof works pending further inspections whilst the urgent works are completed and the quadrennial inspection due to be completed late summer 2025.</p> <p>Further prioritisation will not deal with the urgent issues now being faced in respect of the Guildhall project completion timeline and risk to current bookings.</p>										
<p><b>7</b></p>	<p><b>Financial implications and risks:</b></p> <p>The costs of the works are:</p> <table border="0" data-bbox="288 770 1289 898"> <tr> <td>1. Structural work to urgent roof areas and windows</td> <td style="text-align: right;">£679,140.65</td> </tr> <tr> <td>2. Replacement of the toilets &amp; decoration of the circulation space</td> <td style="text-align: right;">£310,000.00</td> </tr> <tr> <td>3. Overspend for Guildhall Wall works</td> <td style="text-align: right;">£ 52,023.29</td> </tr> </table> <p>The additional Guildhall improvements totalling £1,041,163.94 will be funded by Corporate Borrowing the budget included within 2024/25 budget setting for Improvement to Corporate Estate.</p> <p>There is increased risk to Facility Management's repair and maintenance budgets if works are not undertaken as deterioration of the asset continues from water ingress.</p> <p>Elements of the work will enhance the customer experience and have opportunity to lead to higher income generation.</p>			1. Structural work to urgent roof areas and windows	£679,140.65	2. Replacement of the toilets & decoration of the circulation space	£310,000.00	3. Overspend for Guildhall Wall works	£ 52,023.29		
1. Structural work to urgent roof areas and windows	£679,140.65										
2. Replacement of the toilets & decoration of the circulation space	£310,000.00										
3. Overspend for Guildhall Wall works	£ 52,023.29										
<p><b>8</b></p>	<p><b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)</p>	<table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td></td> <td>X</td> </tr> <tr> <td></td> <td>X</td> </tr> <tr> <td></td> <td>X</td> </tr> </table>	Yes	No		X		X		X	<p><b>Per the Constitution, a key decision is one which:</b></p> <p>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</p> <p>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</p> <p>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.</p>
Yes	No										
	X										
	X										
	X										
	<p><b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b></p>	<p>No</p>									
<p><b>9</b></p>	<p><b>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:</b></p>	<p>Improving the Guildhall to be an events space of choice for event companies and members of the public will support the local economy and give greater choice for local residents and visitors alike.</p>									

		This decision will look to progress Plymouth as one of Europe's most vibrant waterfront cities where an outstanding quality of life is enjoyed by everyone.		
<b>10</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	Replacement & repairs to the roofs and windows will provide for an insulated solution offering thermal protection, improved efficiency and reduced running costs		
<b>Urgent decisions</b>				
<b>11</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</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>	X	<b>(If no, go to section 13a)</b>
<b>12a</b>	<b>Reason for urgency:</b>			
<b>12b</b>	<b>Scrutiny Chair Signature:</b>		<b>Date</b>	
	<b>Scrutiny Committee name:</b>			
	<b>Print Name:</b>			
<b>Consultation</b>				
<b>13a</b>	<b>Are any other Cabinet members' portfolios affected by the decision?</b>	<b>Yes</b>	X	<b>Chris Penberthy</b>
		<b>No</b>		<b>(If no go to section 14)</b>
<b>13b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>	Councillor Chris Penberthy (Cabinet Member for Housing Co-Operative Development and Communities)		
<b>13c</b>	<b>Date Cabinet member consulted</b>	12/1/2025		
<b>14</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>	X	
<b>15</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Jens Gemmel	
		<b>Job title</b>	Interim Chief Operating Officer	
		<b>Date consulted</b>	28.10.2024	
<b>Sign-off</b>				
<b>16</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	JS94 24/25	

	<b>Finance (mandatory)</b>	DJN.24.25.154
	<b>Legal (mandatory)</b>	LS/00001312/1/AC/29/1/25
	<b>Procurement (if applicable)</b>	HG/PS/769/ED/0125.
	<b>Corporate property (decisions involving Council owned land or facilities) (if applicable)</b>	FM/20250130/002
	<b>Human Resources (if applicable)</b>	N/A

**Appendices**

<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>
	A	Briefing report for publication ( <i>mandatory</i> ) Attached
	B	Equalities Impact Assessment ( <i>where required</i> ) Attached
	C	Climate Impact Assessment ( <i>where required</i> ) Attached

**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>	X	

**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>	<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>
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**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>
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<b>Cabinet Member Signature</b>							
<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>	31 <sup>st</sup> January 2025			
<b>Print Name</b>	Councillor Tudor Evans						

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# GUILDHALL IMPROVEMENTS

ADDITIONAL FUNDING BUSINESS CASE - JANUARY 2025



## Purpose of report

The purpose of this business case is to provide an update on the outstanding works at Plymouth Guildhall, a Grade 2 listed building, following the Quadrennial Inspection (QI) and Professional Structural Appraisal (PSA) in 2021, works that are impacting on the Guildhall refurbishment being completed ensuring that elements remain operational within reasonable end of life expectations, and works that could enhance the Guildhall offering from the refurbishment plan that had to be removed due to the increase in costs of equipment and materials since the funding was agreed.

## Background

The last Quadrennial Inspection and Professional Structural Appraisal of the Guildhall was completed in September 2021. At that time the official designation in accordance with Managing Heritage Assets: Guidance for Government Departments', it was categorised as 'Poor' for the Tower only and 'Fair' for the Great Hall and more recent construction. The benchmark maintenance standard of the building, as defined by 'Managing Heritage Assets, Guidance for Government Departments' is 'Standard' which is considered appropriate for a Grade II listed asset. The next survey is due in August 2025.

The surveys in 2021 were based on visual inspection only and therefore did not relate to any defects that were obscured, buried or otherwise hidden at the time. As required, the report covered only the historic fabric of the building and did not attempt to highlight defects in the modern elements with the exception of those of 'Significance'.

The QI and PSA identified various issues in relation to areas of water ingress from external walls, roofs and lightwells, concerns with glazing, and structural disrepair. These were identified as high priority items. Of the 50 defects identified, that needed action taken, 78% of them ranged from Health and Safety concerns to essential/urgent works.

The main focus of the instructed works from the report was to replace the roof domes which were not CDM compliant and to clean and repair the external walls to stop water ingress and support the refurbishment programme which was due to undertake internal works only.

The external works were planned over a phased period and were due to be completed in October 2023 in advance of the refurbishment programme starting. This would allow for internal walls to dry out and enable improvements to be made. However due to unknown delays works were not finalised until October 2024, with snagging still to be reviewed. The cost of the works was circa £750K with the final phase coming in over budget by £52,023.29

The water ingress from the roofs has increased with the roof structures deteriorating. Due to budget constraints only patch repairs have been undertaken, however these have not been sufficient to stop the water ingress, which is now impacting on aspects of the refurbishment plans.

In addition to the external works the council have been installing a district heating network in the southern city centre. This has resulted in an air source heat pump being installed in the Law Courts car park at the southern side of the Guildhall. This will service the heating at the Guildhall, the Law Courts and the Council House which are on the same connection. This has not been activated. The Net Zero team are working with Vital to bring this online, dates to be confirmed.

Following various reviews of the commercialisation options for the Guildhall, funding of £3.9M was secured from the Future High Street Fund (FHSF) to include the Guildhall refurbishment as part of the bigger Civic Square scheme. The funding was to be used to capitalise on income opportunities and undertake internal works to improve the toilets, acoustic, WIFI, conference rooms, kitchen

facilities, ramps and a goods lift to be installed. This would be in addition to works to the fabric of the Guildhall and the District Heating Network.

### **Refurbishment Project**

The refurbishment project received planning and listed building consent in May 2023, the tender process was then undertaken which resulted in all submissions coming in over budget by up to 50%. A review of the planned works was undertaken to decide which elements could be reduced or omitted from the programme, based on the necessity to improve the customer experience and income generation. This resulted in the following areas of works being either removed completely or a reduced specification being agreed.

- The removal of the goods lifts as this was impacted by the ASHP being installed and concerns of the structural stability of the undercroft.
- The improvements to the conference rooms as these were minimal, with the exceptions of the windows and would not impact on income generation,
- The Drake room works omitted included bar would not be improved, although this would increase income it was not as high a priority as other areas of improvement
- All of the toilets except the ground floor and lounge bar will be omitted due to prioritisation of spend
- The ground floor office spaces omitted due to prioritisation of spend,
- The green room omitted as this was minimal work and could be completed as BAU post refurbishment.
- Windows omitted due to prioritisation of spend.
- The specification was reduced to the lighting and mechanical and electrical works based on the omission of the lower ground floor and second floor works.
- Repairs to flooring and redecoration of circulation spaces

Revised submissions were received based on the new specification and following evaluation a contract was able to be awarded. This delayed the start of works which should have been December 2023 to September 2024.

The final budget has not been agreed for the refurbishment works for example we still have provisional sums allocated for some items while we wait for final costings and there are unforeseen additional works being identified as refurbishments works progress. Outside of the build contract there are some assumed costs such as furniture, £100,000, wayfinding £30,000 etc and within the contract itself there are some big-ticket items such as the AV system which has a provisional sum of circa £383,000 allocated, remediation works required to the rear wall of the main hall to deliver the acoustic strategy which does not have a budget set aside and risk items such as asbestos within the building which, despite numerous surveys, remains an unknown. There are likely to be unexpected general costs and surveys e.g. additional insurance premium after March 2025 to cover insurance during the work programme that has no allocation and additional consultant fees which remain unknown. Based on the current assumptions and provisional sums the programme of works has £41,186 pressure; however this may increase as the existing programme continues.

### **Required Improvements**

Having reviewed the outstanding works from the QI recommendations in 2021, and the impact that these works remaining outstanding is having on the ability to progress some aspects of the refurbishment programme, a full analysis of the required fabric and internal works that are needed to ensure a) that the Guildhall remains structurally sound for the next 20/25 years and b) opportunities to fully implement income generation and improve the customer experience has been undertaken and is categorised as follows;

- Building fabric works that are required to ensure structural security

- Building fabric works that if not completed will have a detrimental impact on the completion or longevity of the refurbishment works
- Improvements that will enhance the customer experience and/or increase income generation

It should be noted that the QI was completed in 2021 and in general the building has deteriorated since then. General repairs and maintenance have been undertaken, however until a further structural survey of the building is completed we cannot definitively provide a full list of works that may be identified at that time. The detailed analysis is based on the most up to date information from the surveys, reports and issues identified as the refurbishment works have started to undertake intrusive works. Funding has recently been made available to support improvements to the electrical system, fire and intruder alarms. Mechanical improvement will be made through the refurbishment process and the external walls have recently been cleaned and treated in line with specialist advise. The additional works described below will further enhance the building and its offering.

### **Building fabric works that are required to ensure structural security**

Roofing works £1,057,636.66

Window Improvements £125,000

Other structural works that were classified as urgent in the QI report £53,125

### **Building fabric works that if not completed will have a detrimental impact on completing or longevity of the refurbishment works**

Five roof replacements included in the above

Other structural works that are not included in the above £13,750

### **Improvements that will enhance the customer experience and/or increase income generation**

Improvements to the toilets £225,000

Increased conferencing /office space £77,500

Drake room Bar £75,000

Improvements to circulation space £20,000

Green room decoration £11,000

Reception Office improvement £5,000

Miscellaneous works £40,000

Professional fees £25,000

Total indicative cost for all works £1,728,011.66 (excluding overspend)

Total indicative cost for all works £1,780,034.95 (including known overspend)

The largest expenditure is to cover improvements to the roofs across the building. The current roofs are not insulated and patch repairs have been completed that are not effective. The quotes provided include insulation, where it can be fitted, to provide greater thermal efficiency and reducing running costs. In addition the Bauder roof system provides a 25-year guarantee, giving reassurance of the longevity of the roofs once works are completed.

Having reviewed all of the works and analysed the risk of not undertaking them to the refurbishment and the fabric of the building the following priorities and their associated costs are set out below.

**Priority 1**

Structural work to urgent roof areas and windows to enable the refurbishment programme to progress £ 679,140.65

Replacement of the toilets & decoration of the circulation spaces omitted from the original scope £ 310,000.00

**Total £989,140.65.**

A review of the budget outturn of the Guildhall external wall project showed that there was an overspend in the capital programme of £52,023.29. This sum has been added to the proposal above, giving a total £1,041,163.94 to be approved.

The recommendation is that for the structural work to the roof and windows, the Council will utilise the Council's current Facilities Management contract for roofing repairs and maintenance and the toilets replacement and decoration works will be undertaken by subcontractor of TEC. The Council will seek authorisation to vary the current contract with TEC construction for the main refurbishment works.

**Priority 2**

All other roof and structural works will be required in the near future, however based on current knowledge there is likely to be a limited impact on the roof and the internal building if these works are delayed. A quadrennial inspection is due to be completed in 2025 and these works can be planned alongside other remedial works that are likely to be identified during that inspection.

Remaining improvement works that have been omitted from the refurbishment programme are considered low level improvements and are not likely to have a significant impact on the customer experience and could be undertaken at a later date. Provision is being made during the current works to future proof these areas for example ensuring data and cabling is in place based on anticipated requirements so that minimum disruption will be needed if these works are subsequently agreed.

A review of the budget outturn of the Guildhall external wall project showed that there was an overspend in the capital programme of £52,023.29. This sum needs to be approved

It should be noted that the ongoing internal refurbishment project is currently identifying an overspend forecast at £41,186.00 at end of December. On completion of this element of the Guildhall programme later in 2025 a final account will be prepared when any final variance will be brought through the capital governance process.

**Financial Implications**

The additional Guildhall improvements totalling £1,041,163.94 will be funded by Corporate Borrowing the budget included within 2024/25 budget setting for Improvement to Corporate Estate.

There is increased risk to Facility Management's repair and maintenance budgets if works are not undertaken as deterioration of the asset continues from water ingress.

Elements of the work will enhance the customer experience and have opportunity to lead to higher income generation.

**Recommendations:**

The priority 1 works consisting of structural work to urgent roof areas and windows to enable the refurbishment programme to progress and the replacement of the toilets & decoration of the circulation spaces omitted from the original scope to be approved.


Confirmation of the additional funding is key to being able to complete urgent works to safeguard from water ingress and further deterioration for the next 20/25 year and to complete critical works within the refurbishment programme

No funding being agreed or a delay in the decision to agree funding will put the completion of the project at risk, and deliver the project scope and meet the necessary project outcomes

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# EQUALITY IMPACT ASSESSMENT – GUILDHALL REFURBISHMENT ADDITIONAL WORKS

## SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> The person completing the EIA template.	Ann Thorp	<b>Department and service:</b>	Facilities Management (Soft Services)	<b>Date of assessment:</b>	22.1.2025
<b>Lead Officer:</b> Head of Service, Service Director, or Strategic Director.	Chris Squire	<b>Signature:</b>		<b>Approval date:</b>	30/1/25
<b>Overview:</b>	<p><b>Reasons for decision:</b></p> <p>A decision is needed to meet the Health and Safety concerns over the safety of the building during refurbishment as well as providing the financial commitment to undertake urgent improvement works</p> <p>Structural work to urgent roof areas and windows are needed to avoid further deterioration to the building, ensuring that the building meets the statutory compliance and building standards and to enable critical refurbishment works to progress.</p> <p>Replacement of the toilets &amp; decoration of the circulation spaces omitted from the original scope will be needed to support the urgent roof works as these have been impacted by the water ingress in the building.</p> <p>Failure to undertake these works will result in further deterioration to the fabric of the building, which as a listing building we have a commitment to maintain and will result in areas of refurbishment not being completed. This will have a negative impact on the council's reputation.</p> <p>TEC Construction are undertaking works to the Guildhall and additional urgent works have been identified. As TEC Construction are already on-site undertaking works and in view of urgency it was sensible to vary their contract to include completion /management of these additional works</p> <p>Failure to secure immediate commitment to the additional funding required for the works shown below will mean that;</p> <ul style="list-style-type: none"> <li>• The programme of works cannot be finalised creating additional delays and increased costs,</li> <li>• the health and safety risk on site will not be able to be mitigated,</li> <li>• Further delays to the project programme will potentially cause a loss of funding and income generation opportunities.</li> <li>• Reputational damage for the Council of not completing the project to the agreed specification or timeline</li> </ul>				

	<p><b>Key elements of work required.</b></p> <p>A review of outstanding works needed to support the longevity of the Guildhall for the next 20/25 years was undertaken. This included a review of the Quadrennial Inspection (QI) and Professional Structural Appraisal (PSA) undertaken in 2021, a review of the progress of the refurbishment works to understand what building fabric issues were impacting on the Guildhall refurbishment being completed. This enabled a comprehensive list of outstanding works to be provided with the ability to priorities the works to extend the end of life expectations and undertake works that could enhance the Guildhall offering from the refurbishment plan that had to be removed due to the increase in costs of equipment and materials since the funding was agreed.</p> <p>The following works have been agreed to be completed as a priority.</p> <p>Building fabric works that are required to ensure structural security and if not completed will have a detrimental impact on completing or longevity of the refurbishment works</p> <ul style="list-style-type: none"> <li>• Roofing works</li> <li>• Window Improvements</li> <li>• Other structural works that were classified as urgent in the QI report</li> </ul> <p>Improvements that will enhance the customer experience and/or increase income generation</p> <ul style="list-style-type: none"> <li>• Improvements to the toilets</li> <li>• Improvements to circulation space</li> <li>• Miscellaneous works to support internal aspects following roof and window improvement</li> </ul>
<b>Decision required:</b>	<p>1. To approve the addition of £1,041,163.94 in respect Phase 1 of improvement works to Plymouth Guildhall to the Capital Programme.</p>

**SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL**

<b>Potential external impacts:</b>	<b>Yes</b>		<b>No</b>	X
Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?				
<b>Potential internal impacts:</b>	<b>Yes</b>		<b>No</b>	X
Does the proposal have the potential to negatively impact Plymouth City Council employees?				



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)	<b>Yes</b>		<b>No</b>	X
If you do not agree that a full equality impact assessment is required, please set out your justification for why not.	Completing the works required will enable all visitors to the Guildhall and staff working on site to be able to safely access and use the facilities.			

**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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<b>Age</b>	<p>Plymouth</p> <ul style="list-style-type: none"> <li>• 16.4 per cent of people in Plymouth are children aged under 15.</li> <li>• 65.1 per cent are adults aged 15 to 64.</li> <li>• 18.5 percent are adults aged 65 and over.</li> <li>• 2.4 percent of the resident population are 85 and over.</li> </ul> <p>South West</p> <ul style="list-style-type: none"> <li>• 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64.</li> <li>• 22.3 per cent are aged 65 and over.</li> </ul> <p>England</p> <ul style="list-style-type: none"> <li>• 17.4 per cent of people are aged 0 to 14.</li> <li>• 64.2 per cent of people are aged 15 to 64.</li> <li>• 18.4 per cent of people are aged 65 and over.</li> </ul> <p>(2021 Census)</p>			
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<p><b>Care experienced individuals</b> (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><b>Disability</b></p>	<p>9.4 per cent of residents in Plymouth have their activities limited ‘a lot’ because of a physical or mental health problem.</p> <p>12.2 per cent of residents in Plymouth have their activities limited ‘a little’ because of a physical or mental health problem (2021 Census)</p>			

<p><b>Gender reassignment</b></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><b>Marriage and civil partnership</b></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.</p> <p>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><b>Pregnancy and maternity</b></p>	<p>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.</p>			

<p><b>Race</b></p>	<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>			
<p><b>Religion or belief</b></p>	<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>			
<p><b>Sex</b></p>	<p>51 per cent of our population are women and 49 per cent are men (2021 Census).</p>			
<p><b>Sexual orientation</b></p>	<p>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).</p>			

**SECTION FOUR: HUMAN RIGHTS IMPLICATIONS**

Human Rights	Implications	Mitigation Actions	Timescale and responsible department

**SECTION FIVE: OUR EQUALITY OBJECTIVES**

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
<p><b>Work together in partnership to:</b></p> <ul style="list-style-type: none"> <li>▪ promote equality, diversity and inclusion</li> <li>▪ facilitate community cohesion</li> <li>▪ support people with different backgrounds and lived experiences to get on well together</li> </ul>			
<p><b>Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.</b></p>			
<p><b>Build and develop a diverse workforce that represents the community and citizens it serves.</b></p>			
<p><b>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.</b></p>			

# Guildhall Roof and WC Works

## Project details

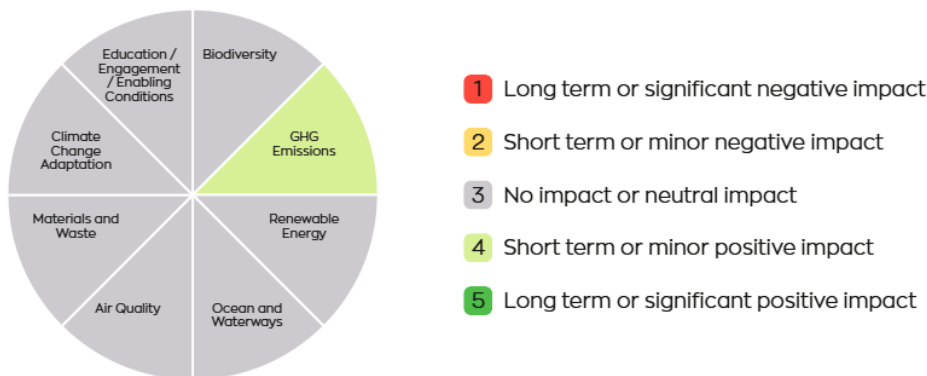
### Assessment author

Chris Duggan

### Project summary

This is to undertake repairs to the roof and improve the WCs in key areas of the building

## Summary of assessment



The project as a whole is judged to be neutral in terms of its climate impact with one positive score for additional insulation through elements of new roof and some new windows. Furthermore, this work is being scheduled at the same time as major works for efficiency. A delay to this decision might increase the level of works required and carry additional climate impacts.

## Assessment scores

### Biodiversity

#### Score

(3) No impact or neutral impact

#### Score justification

No impacts to biodiversity on site. The works relate to structural works to roof areas and certain windows plus other works internal to the building



## GHG Emissions

### Score

(4) Short term or limited positive impact

### Score justification

Repairs to the roof will include insulation where it can be fitted also new windows, whilst having to comply with the buildings listed status, should provide greater thermal efficiency and reduced running costs for the building.

Contract works will require some site visits over and above the works already being undertaken but the impact will be negligible.

## Renewable Energy

### Score

(3) No impact or neutral impact

### Score justification

Not applicable to this project

## Ocean and Waterways

### Score

(3) No impact or neutral impact

### Score justification

No impacts to ocean and waterways on site.

## Air Quality

### Score

(3) No impact or neutral impact

### Score justification

Limited additional vehicle journeys from contractors but this is not expected to be significant

## Materials and Waste

### Score

(3) No impact or neutral impact

### Score justification

Some waste will be created from the removal of old areas of roof and windows however It is anticipated that this will be recycled where possible.





## Climate Change Adaptation

### Score

(3) No impact or neutral impact

### Score justification

Not applicable to this project

## Education / Engagement / Enabling Conditions

### Score

(3) No impact or neutral impact

### Score justification

No material difference

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