

**Oversight and Governance**

Chief Executive's Department

Plymouth City Council

Ballard House

Plymouth PL1 3BJ

T 01752 305155

[www.plymouth.gov.uk/democracy](http://www.plymouth.gov.uk/democracy)

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## Delegated Decisions

### Delegated Executive/Officer Decisions

Notice of call-in for non-urgent decisions must be given to the Democratic Support Team by 4.30 pm on 22 October 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/3hwmppzp>

The decisions detailed below may be implemented on 23 October 2025 they are not called-in.

## **Delegated Decisions**

### **1. Councillor Tom Briars-Delve (Cabinet Member for Environment and Climate Change):**

- 1.a. ECC02 25/26 - Wood Waste Disposal Charge Increase, (Pages 1 - 14)  
October 2025

### **2. Council Officer Decision - David Draffan (Service Director for Economic Development):**

- 2.a. COD06 25/26 - Civic Centre MEP Consultant Contract Award (Pages 15 - 48)

# EXECUTIVE DECISION

made by a Cabinet Member




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

Executive Decision Reference Number – ECC02 25/26

Decision	
1	<b>Title of decision:</b> Wood Waste Disposal Charge Increase, October 2025
2	<b>Decision maker:</b> Councillor Tom Briars-Delve (Cabinet Member for Environment and Climate Change)
3	<b>Report author and contact details:</b> Sarah Easton, Sarah.Easton@plymouth.gov.uk
4	<b>Decision to be taken:</b> 1. To approve the increase of £7 per tonne for disposal of wood waste for commercial customers
5	<b>Reasons for decision:</b> Plymouth City Council provides a commercial waste collection and disposal service to businesses across the city. Wood is brought to the Chelson Meadow facility and the disposal element of this service is outsourced. The contractor has recently increased their disposal rate by £7 per tonne. Without an increase of customer charges, the Council would be required to absorb the cost increase, creating an unsustainable budget pressure.
6	<b>Alternative options considered and rejected:</b> <ol style="list-style-type: none"> <li>1. Not to increase the charge to customers. Rejected as this would result in an increased and unsustainable cost to PCC of £62k for the next 12 months.</li> <li>2. Increase the charge by a lower amount. Rejected as the Council's fees and charges policy sets out a requirement to ensure cost recovery for commercial services. Partial recovery would result in an ongoing deficit.</li> </ol>
7	<b>Financial implications and risks:</b> The disposal contractor has increased their rates by £7 per tonne for the processing of commercial wood waste. If the additional cost were to be absorbed by the local authority, it would result in an unfunded pressure of approximately £62k a year, equating to £5k per month. By passing this cost directly on to commercial customers through a corresponding increase in disposal charge, the Council will ensure that the service avoids creating a budget shortfall.  If not implemented at the current processing volumes this would create an ongoing budget pressure of over £62k.  Customer Retention: Although an increase to pricing would introduce a risk of customers seeking alternative providers, this is mitigated by the increase being proportionate and this has been assessed as reflecting external market conditions.
8	<b>Legal Implications:</b> Section 51(3) of the Environment Protection Act (EPA) gives us powers to accept and charge for the

	disposal of waste.			
9	<b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)  Please type an X into the relevant boxes	Yes	No	<b>Per the Constitution, a key decision is one which:</b>
			X	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
			X	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>£1 million</b> annually
			X	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	<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>	The decision supports the aim of the Council to be responsible and sustainable by demonstrating sound financial management and protecting core budgets from unavoidable pressures. The decision also helps maintain a green, sustainable City by ensuring commercial waste services continued operation of a controlled and environmentally compliant waste disposal service.		
11	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	The direct carbon impact of this decision is expected to be neutral as the change related solely to the pricing of an existing commercial waste disposal service rather than a change in operations, infrastructure or transport.		
<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>  Please type an X into the relevant box	Yes		(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		No	X	<b>(If no, go to section 13a)</b>
12b	<b>Reason for urgency:</b>			
12c	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			

Consultation				
I3a	<b>Are any other Cabinet members' portfolios affected by the decision?</b> Please type an X into the relevant box	Yes		
		No	X	(If no go to section I4)
I3b	<b>Which other Cabinet member's portfolio is affected by the decision?</b>	N/A		
I3c	<b>Date Cabinet member consulted</b>	N/A		
I4	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b> Please type an X into the relevant box	Yes		If yes, please discuss with the Monitoring Officer
		No	X	
I5	<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>	1st October 2025	
Sign-off				
I6	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	JS36 25/26	
		<b>Finance (mandatory)</b>	ITG.25.26.069	
		<b>Legal (mandatory)</b>	LS/00001312/1/AC/8/10/25	
		<b>Procurement (if applicable)</b>		
		<b>Corporate property (decisions involving Council owned land or facilities) (if applicable)</b>		
		<b>Human Resources (if applicable)</b>		
Appendices				
I7	<b>Ref.</b>	<b>Title of appendix</b>		
	A	Briefing report		
	B	EIA		
Confidential/exempt information				
I8a	<b>Do you need to include any confidential/exempt information?</b>	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for

	Please type an X into the relevant box	No	X	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>Exemption Paragraph Number</b>						
		<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>							
<b>Background Papers</b>								
<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.							
<b>Title of background paper(s)</b>		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<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>		9 <sup>th</sup> October 2025		
<b>Print Name</b>		Councillor Tom Briars-Delve (Cabinet Member for Environment and Climate Change)						

# INCREASE IN WOOD WASTE DISPOSAL CHARGE

Street Services and Waste



## 1. EXECUTIVE SUMMARY

This report outlines the need to increase the commercial waste disposal charge by £7 per tonne, in response to a rise in disposal contractor costs. If the Council were to absorb this cost, it would result in an unfunded annual pressure of over £62,000.

The report seeks approval to implement the charge increase in line with governance requirements and corporate objectives. It also considers financial implications, as well as alternative options.

## 2. BACKGROUND

Plymouth City Council provides a commercial waste collection and disposal service to businesses across the city. Wood is brought to the Chelson Meadow facility and the disposal element of this service is outsourced, and the contractor has recently increased their disposal rate by £7 per tonne.

Under the Council's fees and charges governance rules, new or amended charges must be approved through an Executive Decision.

Without an increase of customer charges, the Council would be required to absorb the cost increase, creating an unsustainable budget pressure.

## 3. PROPOSED CHANGES AND REASONS

It is proposed that the commercial waste disposal charge is increased by £7 per tonne, in line with the increased costs from the disposal provider.

Reasons:

- To maintain the small surplus currently generated by the commercial waste service, which supports reinvestment in waste or environmental services.
- To avoid a £62,574 annual unfunded budget pressure.
- To comply with the Council's fees and charges policy, ensuring commercial customers bear the cost-of-service delivery.
- To uphold the principle that commercial services should be financially sustainable.

## 4. ALTERNATIVE OPTIONS

Option 1: The Council absorb the £7 per tonne increase

- Impact: Would result in a £62,574 per year budget pressure with no identified funding source.
- Risk: Sets an unsustainable precedent and may lead to further financial pressures in other traded services.

Option 2: Increase by a lower amount

- Impact: Would reduce but not eliminate the budget pressure.
- Risk: Partial recovery still results in a deficit.

## 5. FINANCIAL IMPLICATIONS AND RISK

Absorbing the increased disposal cost would result in an annual pressure of £62,574.26 (equivalent to £5,214.52 per month). No budget is currently available to offset this cost.

Key risks if the increase is not implemented:

- Budget Pressure: Unfunded cost requiring cuts elsewhere.
- Potential precedence for absorbing future cost increases.
- Loss of surplus funds for reinvestment

Risk if implemented:

- Customer Retention: Some customers may seek alternative providers. However, the increase is proportionate and reflects external market conditions.

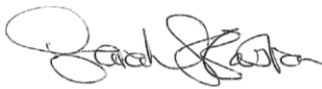
## 6. TIMESCALES

As soon as practicable following approval. Customer will be given 2 weeks' notice of the increase.



EQUALITY IMPACT ASSESSMENT – WOOD WASTE FEES INCREASE

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> The person completing the EIA template.	Sarah Easton	<b>Department and service:</b>	Street Services/Disposal	<b>Date of assessment:</b>	3 <sup>rd</sup> October 2025
<b>Lead Officer:</b> Head of Service, Service Director, or Strategic Director.	Sarah Easton	<b>Signature:</b>		<b>Approval date:</b>	3 <sup>rd</sup> October 2026
<b>Overview:</b>	Plymouth City Council provides a commercial waste collection and disposal service to businesses across the city. Wood is brought to the Chelson Meadow facility and the disposal element of this service is outsourced. The contractor has recently increased their disposal rate by £7 per tonne. Without an increase of customer charges, the Council would be required to absorb the cost increase, creating an unsustainable budget pressure.				
<b>Decision required:</b>	To approve the increase of £7 per tonne for disposal of wood waste for commercial customers				

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

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

**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
<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>	No adverse impacts are anticipated from this decision	Not applicable	Not applicable

<p><b>Care experienced individuals</b></p> <p>(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>	No adverse impacts are anticipated from this decision	Not applicable	Not applicable
<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>	No adverse impacts are anticipated from this decision	Not applicable	Not applicable

<b>Gender reassignment</b>	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).	No adverse impacts are anticipated from this decision	Not applicable	Not applicable
<b>Marriage and civil partnership</b>	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).	No adverse impacts are anticipated from this decision	Not applicable	Not applicable
<b>Pregnancy and maternity</b>	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 impacts are anticipated from this decision	Not applicable	Not applicable

<b>Race</b>	<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 impacts are anticipated from this decision	Not applicable	Not applicable
<b>Religion or belief</b>	<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 impacts are anticipated from this decision	Not applicable	Not applicable
<b>Sex</b>	51 per cent of our population are women and 49 per cent are men (2021 Census).	No adverse impacts are anticipated from this decision	Not applicable	Not applicable
<b>Sexual orientation</b>	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 impacts are anticipated from this decision	Not applicable	Not applicable

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	No adverse impacts are anticipated from this decision	Not applicable	Not applicable

SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
<b>Work together in partnership to:</b> <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>	No adverse impacts are anticipated from this decision	Not applicable	Not applicable
<b>Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.</b>	No adverse impacts are anticipated from this decision	Not applicable	Not applicable
<b>Build and develop a diverse workforce that represents the community and citizens it serves.</b>	No adverse impacts are anticipated from this decision	Not applicable	Not applicable
<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>	No adverse impacts are anticipated from this decision	Not applicable	Not applicable



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# EXECUTIVE DECISION

made by a Council Officer



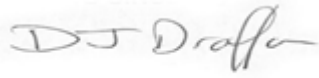
## REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL COUNCIL OFFICER

Executive Decision Reference Number – **COD06 25/26**

Decision	
1	<b>Title of decision:</b> Civic Centre MEP Consultant Contract Award
2	<b>Decision maker:</b> David Draffan (Service Director, Economic Development)
3	<b>Report author and contact details:</b> Sheila Nethercott (Strategic Projects Manager) E. <a href="mailto:Sheila.nethercott@plymouth.gov.uk">Sheila.nethercott@plymouth.gov.uk</a> T. 01752 307637
4a	<b>Decision to be taken:</b> To approve the direct award of a contract for Civic Centre Project MEP Consultancy to Hoare Lea for a total value of £512,108 (Ex VAT).
4b	Reference number of original executive decision or date of original committee meeting where delegation was made: Cabinet, 18 March 2024. CC18.03.24 - <a href="https://democracy.plymouth.gov.uk/ieDecisionDetails.aspx?ID=4422">https://democracy.plymouth.gov.uk/ieDecisionDetails.aspx?ID=4422</a>  Cabinet agreed: “To grant authority to the Service Director for Economic Development in conjunction with the Section 151 Officer to approve the terms of the property agreements and associated hand over arrangements, as well as any contracts for works, consultant appointments, warranties and any other legal agreements required to progress the skills hub and other works associated with the refurbishment of the Civic Centre, and to seek the most economic funding arrangement from agencies and other relevant partners to support project delivery which would reduce the Council’s exposure to financial risk.”
5	<b>Reasons for decision:</b> The Council requires Consultant MEP Engineering services to support in the direct delivery of the Civic Centre project.  The Consultant MEP Engineer will work as part of a multi-disciplinary team and provide MEP and acoustic engineering design services to the Council to support delivery of this challenging project.  The recommended procurement route is to make a direct award via the NHS- SBS10190- Lot 5 framework.  The Council chose to directly approach Hoare Lea because of their understanding of the project through their ongoing involvement.
6	<b>Alternative options considered and rejected:</b>  The regulatory procedures considered most relevant to the requirement are: <ul style="list-style-type: none"> <li>• Open procedure- Utilise a single stage procurement combining suitability assessment and award criteria into one evaluation. This process is nationally advertised and open to any supplier who wishes to submit a tender. Rejected because this process is generally used for procurements where the requirement can be clearly defined, and the market is limited.</li> <li>• Restricted procedure- Utilise a two stage procurement where suppliers are initially assessed on their suitability and only shortlisted suppliers are subsequently invited to submit tenders. The first stage is nationally advertised and open to any supplier who wishes to submit a selection</li> </ul>

	<p>questionnaire. Rejected because this process is generally used for procurements where the requirement can be clearly defined but the market is saturated.</p> <ul style="list-style-type: none"> <li>• Further Competition via a framework – This process may include an initial ‘expression of interest’ sifting exercise but a single stage procurement consisting of award criteria only on the basis that the framework provider has already undertaken a suitability assessment. The opportunity is only open to suppliers named on the specific framework/ framework lot. Rejected because this process is generally used for procurements where the requirement can be clearly defined, and competition is desired to secure best value but the costs of running a regulatory process exceed the benefits of open market competition.</li> </ul>																
<b>7</b>	<p><b>Financial implications and risks:</b></p> <p>The project includes an approved budget of £4.89m for professional fees. The cost for the MEP consultant is included with this budget.</p> <p>A fixed fee has been agreed and the services will be managed in a way that minimises risk to the Council.</p>																
<b>8</b>	<p><b>Legal Implications and risks:</b> (for completion by Legal Officers)</p> <p>Appointment of the contractor via the NHS framework ensures that this appointment complies with the requirements of the Procurement Act 2023.</p>																
<b>9a</b>	<table border="1"> <thead> <tr> <th>Is the decision a Key Decision? (please contact <a href="#">Democratic Support</a> for further advice)</th> <th>Yes</th> <th>No</th> <th>Per the Constitution, a key decision is one which:</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td><b>X</b></td> <td>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</td> </tr> <tr> <td></td> <td></td> <td><b>X</b></td> <td>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</td> </tr> <tr> <td></td> <td></td> <td><b>X</b></td> <td>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.</td> </tr> </tbody> </table>	Is the decision a Key Decision? (please contact <a href="#">Democratic Support</a> for further advice)	Yes	No	Per the Constitution, a key decision is one which:			<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.
Is the decision a Key Decision? (please contact <a href="#">Democratic Support</a> for further advice)	Yes	No	Per the Constitution, a key decision is one which:														
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		<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.														
<b>9b</b>	<p>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></p>	N/A															
<b>10</b>	<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>The decision supports Policy PLY6 of the Joint Local Plan (JLP) which sets out the ambition to transform Plymouth city centre, safeguarding the existing retail offer whilst intensifying use of the city centre through the creation of a critical mass of new housing. Policy PLY15 of the JLP deals specifically with the redevelopment and repurposing of the Civic Centre.</p> <p>The decision supports the Corporate Plan priority of ‘Green investment, jobs, skills and better education’.</p>															
<b>11</b>	<p><b>Please specify any direct environmental implications of the decision (carbon impact)</b></p>	<p>This decision relates specifically to MEP design services. The direct impact of these activities on the environment are neutral or very limited. The MEP consultant will be challenged to ensure the environmental performance of the design is optimised.</p>															

<b>Urgent decisions</b>				
I2a	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact <a href="#">Democratic Support</a> for advice)
		No	X	(If no, go to section I3a)
I2b	Reason for urgency:			
I2c	Scrutiny Chair signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
<b>Consultation</b>				
I3a	Which Cabinet Member's portfolio does this decision relate to?	Councillor Mark Lowry (Cabinet Member for Finance)		
I3b	Date Cabinet Member consulted	25 September 2025		
I3c	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	X	(If no go to section I4)
I3d	Which other Cabinet member's portfolio is affected by the decision?			
I3e	Date other Cabinet member(s) consulted			
I4	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	
I5	Which Corporate Management Team member has been consulted?	Name	Glen Caplin-Grey	
		Job title	Strategic Director for Growth	
		Date consulted	25 September 2025	
<b>Sign-off</b>				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JS34 25/26	
		Finance (mandatory)	OW.25.26.081	
		Legal (mandatory)	LS/0001312/1/AC/18/9/25	

		<b>Human Resources (if applicable)</b>	N/A					
		<b>Corporate property (if applicable)</b>	N/A					
		<b>Procurement (if applicable)</b>	KK/PS/797/ED/09/25					
<b>Appendices</b>								
<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>						
	A	Briefing report for publication						
	B	Equalities Impact Assessment						
	C	Climate Impact Assessment						
<b>Confidential/exempt information</b>								
<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>	<b>X</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.				
		<b>No</b>						
		<b>Exemption Paragraph Number</b>						
		<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> <b>Contract Award Report / PDR</b>			<b>X</b>				
<b>Background Papers</b>								
<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.							
<b>Title of background paper(s)</b>		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>Council Officer 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 and those who do not.							
<b>Signature</b>				<b>Date of decision</b>		9.10.25		

<b>Print Name</b>	David Draffan (Service Director, Economic Development)		

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# BRIEFING PAPER

## CIVIC CENTRE DIRECT AWARD FOR MEP CONSULTANT

SEPTEMBER 2025

### 1. EXECUTIVE SUMMARY

The reoccupation and re-use of the Civic Centre is a priority for the Council. In March 2024, the Council's Cabinet took a decision to re-acquire the building from the current owners (Urban Splash), seek further public sector funding to address the viability challenges and work with City College Plymouth to develop proposals for a new city centre skills hub in the lower floors of the building.

In March 2025, the Council's Cabinet took a further decision to accept up to £20m grant funding from Homes England under its Brownfield, Infrastructure & Land programme and add into the Capital Programme a Council contribution of £17,366,326 made up of corporate and service borrowing.

This briefing paper provides a summary on the procurement of the MEP Consultant which will be by direct award through the NHS framework - SBS10190- Lot 5. These services are essential to move the project forward, to ensure the programme is maintained and complete the design to the required high standard.

The project scope has developed since the early planning stage and additional design work is required to ensure a design that is fully compliant with Building Regulations. The new estimated total contract value for the MEP Consultant requires an Executive Decision and publication

### 2. BACKGROUND

The reoccupation and re-use of the Civic Centre is a priority for the Council to build confidence in the wider city centre regeneration programme.

Aligned to the growth of the marine and defence industries in Plymouth and to help address the skills shortages in these areas, City College Plymouth (CCP) have brought forward proposals to establish a new city centre skills hub that would take up space in the basement, ground and first floors of the building.

In March 2024, the Council's Cabinet agreed to reacquire the building, work with CCP on their proposals for a new city centre skills hub, seek further public sector funding to address the viability challenges and granted authority to the Service Director for Economic Development in conjunction with the Section 151 Officer to complete the purchase of the building and enter into service and works contracts to progress the project.

In March 2025, the Council's Cabinet agreed to accept grant funding from Homes England under its Brownfield, Infrastructure & Land programme and add into the Capital Programme a City Council contribution of £17,366,326 made up of £14,395,144 corporate borrowing and £2,971,182 service borrowing, subject to a detailed business case.

To take forward the project in line with the Cabinet decisions, a Capital Business Case has been developed which includes a budget of £4.89m to procure and appoint consultants to undertake design development work, providing the Council with the expertise and capacity it needs to take forward this project.

The design team will include the full range of services and specialisms required to design and manage work to repair the structure, to re-clad the building, complete repairs to the roof, undertake structural alterations and install mechanical and electrical services to prepare the building for fit out and occupation.

The design team appointments, including the MEP Consultant have been commissioned in accordance with the Council's Contract Standing Orders (CSOs) 2.3.1.5 and wider Procurement law. The Council also wanted to maintain continuity of knowledge on the project by appointing the same design team used by Urban Splash as far as possible.

In the early planning stages of the project, it was anticipated that the existing RIBA Stage 3 design for the tower, commissioned by Urban Splash, would require minimal further input by the design team and the contract values were estimated on that basis. However, once the Council had appointed a new architect and BSA Principal Designer to take the scheme forward, it became clear that substantial changes to the tower design are required to ensure compliance with Building Regulations, in particular the new BS9991:2024 Fire Regulations.

The change to the project scope has meant that design fees have increased and the procurement of the MEP consultant requires an Executive Decision in line with Council's Contract Standing Orders.

### **3. PROPOSED CHANGES AND REASONS**

The Council requires Consultant MEP Engineering services to support in the direct delivery of the Civic Centre project. The Consultant MEP Engineer will work as part of the multi-disciplinary team and provide MEP and acoustic engineering design services to the Council to support delivery of this challenging project.

It has been established that neither the Council, its existing contractors nor its family of companies have the necessary experience, skills, or expertise to deliver the MEP consultancy contract and consequently a new procurement activity has been undertaken.

The Council chose to directly approach Hoare Lea because of their understanding of the project through their ongoing involvement. Hoare Lea were engaged by Urban Splash and completed MEP design to RIBA Stage 3 for the previous commercial scheme. Hoare Lea has also provided advice and assistance to the Council through early coordination meetings with CCP's design team. A direct award is proposed through the NHS framework - SBS10190- Lot 5

One of the key benefits of using a framework is that only those suppliers assessed by the framework provider as suitable to deliver the services as set out in the framework specification are awarded positions on the framework. Such as assessment will include, but is not limited to:

- Sufficient relevant experience.
- Holding the appropriate insurances with a minimum level of cover proportionate to the services being offered,
- Sufficient economic and financial standing,
- Acceptable policies such as Health and Safety
- Holding relevant accreditations
- Compliance with relevant legislation
- The criteria used to award the contract will be as follows:
- The ability to perform all service requirements
- Experience of delivering services for similar scale works
- The capability to deliver the brief to the required standard
- Ability to regularly attend site in person
- The capacity to fulfil the contract within the required timescales
- Competitive pricing within budget
- Commitment to delivering social value outcomes
- Commitment to supporting the Council deliver its Net Zero Action Plan where possible
- Agreement of terms and conditions



A formal quotation was obtained from Hoare Lea which was evaluated against the award criteria detailed above. The outcome of this evaluation was as follows:

*The ability to perform all service requirements*

Hoare Lea has a qualified and experienced local team that are very able to perform all service requirements set out by Plymouth City Council for the Civic Centre project.

*Experience of delivering services for similar scale works*

Hoare Lea has a proven track record of delivering mechanical and electrical designs for refurbishment and redevelopment projects, similar in scope and complexity to the Civic Centre refurbishment.

*Ability to regularly attend site in person*

Hoare Lea has a Plymouth-based team consisting of highly experienced professionals, and they have confirmed that they can attend site in person regularly.

*The capability to deliver the brief to the required standard*

Hoare Lea is well positioned to deliver the Civic Centre refurbishment to the highest standards, leveraging their prior project involvement, extensive team expertise, and robust resources.

*The capacity to fulfil the contract within the required timescales*

Hoare Lea is fully committed to meeting the timescales set out for the Civic Centre refurbishment.

*Competitive pricing within funding budget*

Hoare Lea will be using the NHS framework established rates.

*Agreement of Terms and Conditions*

It has been agreed that bespoke terms and conditions will be used to govern this contract. These will be drafted by an external construction lawyer. Hoare Lea will commence work on a Letter of Intent prior to the formal contract conditions being agreed.

#### **4. ALTERNATIVE OPTIONS**

In accordance with Contract Standing Orders (CSOs) 2.3.1.5 and wider Procurement law, the procurement route options available for this requirement are:

- i. Undertake a Regulatory Procedure

The regulatory procedures considered most relevant to the requirement are:

*Open procedure* - single stage procurement combining suitability assessment and award criteria into one evaluation. Nationally advertised and open to any supplier who wishes to submit a tender. Generally used for procurements where the requirement can be clearly defined, and the market is limited.

*Restricted procedure* - two stage procurement where suppliers are initially assessed on their suitability and only shortlisted suppliers are subsequently invited to submit tenders. First stage is nationally advertised and open to any supplier who wishes to submit a selection questionnaire. Generally used for procurements where the requirement can be clearly defined but the market is saturated.

- I. Utilise a Framework

There are a range of frameworks available to the Council. Each one has its own specific rules for use however there are two main approaches as follows:

*Further Competition* - May include an initial 'expression of interest' sifting exercise but a single stage procurement consisting of award criteria only on the basis that the framework provider has already undertaken a suitability assessment. The opportunity is only open to suppliers named on the specific framework/ framework lot. Generally used for procurements where the requirement can be clearly defined, and competition is desired to secure best value but the costs of running a regulatory process exceed the benefits of open market competition.

*Direct Award* - the award of a contract directly to a single supplier named on the specific framework/ framework lot based on pre-established criteria. The supplier to whom a direct award can be made/ the process for identifying the direct award supplier is restricted by the framework. Generally used for procurements where the requirement can be clearly defined and the costs (both financial and non-financial) of running a further competition, or an independent regulatory process exceed the benefits of competition.

The following construction-related consultancy frameworks have been considered:

*NHS-SBS10190: Healthcare Planning Construction Consultancy and Ancillary Services*

This framework consists of 11 lots, the relevant lot for this requirement being Lot 5 - Mechanical, electrical and public health (MEP) services. The Council has the option to either run further competitions or direct awards under this framework.

*CCS- RM6165: Construction Professional Services*

This framework consists of 6 lots, the relevant lot for this requirement being Lot 4 High Rise – Construction advisory services to support a wide range of high-rise projects and programmes. The Council has the option to either run a further competition or direct award under this framework.

The recommended procurement route is to utilize a framework, more specifically a direct award via the NHS- SBS10190- Lot 5. The recommendation is based on the following:

- Using a framework is a legally compliant route to market which has already satisfied the requirements of the Procurement Regulations and therefore significantly reduces the risks associated with such a high value procurement process.
  - Using a framework enables the Council to enjoy the financial benefits of national economies of scale as well as maximum capped rates.
1. The suitability of suppliers has already been robustly assessed as part of the framework meaning the Council has assurance that the suppliers they are engaging with meet minimum requirements and assessment does not need to be repeated.
  2. The need for this consultancy support is urgent- The restoration of the building is the Council's highest regeneration priority in the city centre and the ambition to accelerate the completion of the project is shared by several government departments, including Homes England and the Ministry of Housing, Communities and Local Government (MHCLG). Any process which will take several months, such as a regulatory process or a further competition would be unsuitable and would prevent the Council from delivering the project within the required timescales.
  3. Of the two frameworks reviewed, the Council has considerable experience of using the NHS framework, compared to the CCS framework which it has never used. Due to the urgency of the requirement and the importance of this contract it is recommended that a familiar framework is used, which is proven to deliver contracts quickly rather than attempt to learn and subsequently use an unknown framework.

## **5. FINANCIAL IMPLICATIONS AND RISK**

The total budget for engaging a full design team is £4.89m.

Hoare Lea's design fee fits within that budget, and their work is critical for the successful delivery of the project.

A fixed fee of £512,108 has been agreed and the services will be managed in a way that minimises risk to the Council.

## **6. TIMESCALES**


Hoare Lea has commenced work on this critical project and is currently working under a letter of intent. A purchase order is required immediately for them to invoice and be paid for the work completed to date.

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EQUALITY IMPACT ASSESSMENT

DESIGN, PROJECT MANAGEMENT SERVICES AND INTERNAL DEMOLITIONS

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

<b>Author(s):</b> The person completing the EIA template.	Iain Mackelworth	<b>Department and service:</b>	Economic Development, Strategic Development Projects.	<b>Date of assessment:</b>	22/8/24
<b>Lead Officer:</b> Head of Service, Service Director, or Strategic Director.	Matt Ward	<b>Signature:</b>		<b>Approval date:</b>	28/8/24
<b>Overview:</b>	<p>The reoccupation and re-use of the Civic Centre is a priority for the Council to build confidence in the wider City Centre regeneration programme in line with Policy PLY6 of the Joint Local Plan (JLP) which sets out the ambition to transform Plymouth City Centre, safeguarding the existing retail offer whilst intensifying use of the city centre through the creation of a critical mass of new housing. Policy PLY15 of the JLP deals specifically with the redevelopment and repurposing of the Civic Centre including the provision of residential units on the site.</p> <p>Aligned to the growth of the marine and defence industries in Plymouth and to help address the skills shortages in these areas, City College Plymouth (CCP) have brought forward proposals to establish a new city centre campus that would take up all of the commercial space in the building. This new facility would offer 60 new courses and teach up to 2,000 new students per annum, with a focus on training of students to provide the skills required to support the future blue and green economy.</p> <p>In March 2024, the Council’s Cabinet agreed to re-acquire the building for £1.00 and seek further public sector funding to address the viability challenges and granted authority to the Service Director for Economic Development in conjunction with the Section 151 Officer to complete the purchase of the building and enter into service and works contracts to progress the project.</p>				
<b>Decision required:</b>	To approve the direct award of a contract for Civic Centre Project MEP Consultancy to Hoare Lea for a total value of £512,108 (Ex VAT).				

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

<b>Potential external impacts:</b>	<b>Yes</b>		<b>No</b>	No
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Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?				
<b>Potential internal impacts:</b> Does the proposal have the potential to negatively impact Plymouth City Council employees?	<b>Yes</b>		<b>No</b>	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)	<b>Yes</b>		<b>No</b>	No
If you do not agree that a full equality impact assessment is required, please set out your justification for why not.	The decision relates to the appointment of a design team. The design itself will be expected to meet the highest standards in terms of accessibility and to be develop with full regard to Equality legislation. This responsibility will be assigned to the architect.			

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></p> <p>(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>			



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

<b>Race</b>	<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>			
<b>Religion or belief</b>	<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>			
<b>Sex</b>	<p>51 per cent of our population are women and 49 per cent are men (2021 Census).</p>			
<b>Sexual orientation</b>	<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
<b>Work together in partnership to:</b> <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>			
<b>Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.</b>			
<b>Build and develop a diverse workforce that represents the community and citizens it serves.</b>			
<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>			

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# Civic Centre Redevelopment

## Project details

### Assessment author

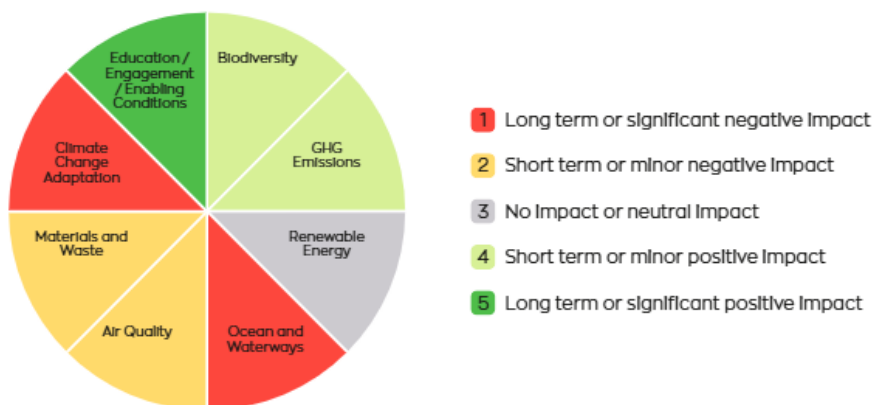
Sheila Nethercott

### Project summary

The redevelopment of the Civic Centre Building, Armada Way into a mix of education and residential use. Includes the conversion of the tower into ca 144 residential units, and conversion of the podium and basement into a new skills hub for City College Plymouth.

The scheme includes demolition, alterations to the elevations including new cladding, and new public realm.

## Summary of assessment



## Assessment scores

### Biodiversity

#### Score

(4) Short term or limited positive impact

#### Score justification

The site is of very limited ecological value, an Ecological Mitigation and Enhancement Strategy was produced by Spalding Associates (Environmental) Ltd. in 2019 and concluded that there will be an increase in biodiversity at the site. The majority of the habitat areas will be retained and enhanced post-construction. The one exception being the loss of a small 199 m2 area of poor-quality amenity grassland. However if the proposed planting recommendations

are adopted, biodiversity value will be increased post-construction. The pre-construction biodiversity score for this site is 6.15. The post-construction biodiversity score for this site is 8.89. This represents a positive change in biodiversity of +2.74.

**Mitigatory measures applied:**

Wildflower lawn  
Containerised trees and pollinator planting areas  
Introduced shrubs  
Pollinator hedge  
Bird boxes and enhancements (4 x species and Peregrine-specific)  
Bat roosting provisions

## GHG Emissions

**Score**

(4) Short term or limited positive impact

**Score justification**

The development of the Civic Centre will retain the existing structure and the embodied carbon within the structure. Demolition and construction activities will require material deliveries and waste removals to be transported by road. There will be a one off increase in greenhouse gas emissions during the construction phase, however, no parking provision is provided in the building for college attendees or residents. Long term this will encourage the use of public and active transport. Long term operational emissions will be low as the heating will be supplied from the district heat network.

**Mitigatory measures applied:**

The contractors will be challenged to employ methods with the least environmental impact.

## Renewable Energy

**Score**

(3) No impact or neutral impact

**Score justification**

It is planned to connect both the residential and educational parts of the building to the proposed district heat network avoiding any reliance on fossil fuels, and benefitting from surplus waste heat. The use of PV will be explored in the design phase, however, it is unlikely the PV will meet the full energy demand.

## Ocean and Waterways

**Score**

(1) Long lasting or severe negative impact

**Score justification**

The site is located in a Critical Drainage Area where the Environment Agency considers the existing drainage to be at or close to capacity. In addition, the site is located in an area identified in the PFRA Review as being at significant risk from local flooding. Surface water flood risk mapping provided by the Environment Agency indicates the site is at a low risk of surface water flooding from a 1% AEP (1 in 100 year return period) flood event. Mapping shows the

basement entrance has the potential to flood up to 0.6m deep during a 1 in 100 year return period (1% AEP) flood event. The redevelopment of the Civic Centre will increase the need for water to be treated as sewerage and the drainage strategy will need to be carefully considered to minimise the impact.

**Mitigatory measures applied:**

Full consideration will be made during the design phase on how foul and surface water can be disposed of without increasing the risk of sewer flooding and pollution of the water environment.

## Air Quality

**Score**

(2) Short term or limited negative impact

**Score justification**

The location is highly accessible to nearby amenities and workplaces in the city centre and parking will not be included within the building basement. Measures to reduce the impact on air quality during the construction phase will be considered and implemented.

**Mitigatory measures applied:**

No parking provision in the building.

## Materials and Waste

**Score**

(2) Short term or limited negative impact

**Score justification**

The demolition work and construction activities will generate waste. Construction waste management is highly regulated and this will be managed and monitored carefully.

**Mitigatory measures applied:**

The design of the Civic Centre development has been amended to reduce the extent of demolition of the 1970's additions to the building. The project as a whole is to refurbish and redevelop the building which will have a much lesser impact than the full demolition of the structure.

## Climate Change Adaptation

**Score**

(1) Long lasting or severe negative impact

**Score justification**

The proposed increase in residential dwellings effectively reduces the capacity of the downstream combined sewer to receive surface water, potentially increasing flood risk to properties downstream.

**Mitigatory measures applied:**

The current proposed drainage is sized to accommodate the 100 year + 40% storm event with oversized pipes and orifice flow control to restrict flows to less than the existing discharge rates to provide a betterment to the existing

downstream infrastructure. This design is to be further developed and options to discharge surface water to a future surface water drainage corridor will be assessed. Permeable paving will be used where possible to reduce the impact on the existing sewer network.

## **Education / Engagement / Enabling Conditions**

### **Score**

(5) Long lasting or extensive positive impact

### **Score justification**

A main aim of the project is to provide a city centre campus for City College Plymouth. This campus is intended to be a 'blue-green skills hub' to educate and increase local skills in marine engineering and environmental management. Long term the project will encourage residents and students of the college to adopt climate friendly behaviours particularly in the use of active and public transport.

### **Mitigatory measures applied:**

No parking provision in the building



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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