

# EXECUTIVE DECISION

made by a Cabinet Member




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

Executive Decision Reference Number – L14 21/22

Decision				
1	<b>Title of decision:</b> Ballard House Roof Repairs			
2	<b>Decision maker (Cabinet member name and portfolio title):</b> Councillor Nick Kelly – Leader of the Council			
3	<b>Report author and contact details:</b> Dan Williams (Compliance and Contracts Team Leader) <a href="mailto:Daniel.Williams@plymouth.gov.uk">Daniel.Williams@plymouth.gov.uk</a> 01752 308841			
4	<b>Decision to be taken:</b> <b>It is recommended that the Leader of the Council:</b> <ul style="list-style-type: none"> <li>• Approve the Business Case</li> <li>• Allocate £379,000 for the project into the Capital Programme funded by Corporate Borrowing</li> <li>• Transfer £136,500 Service Borrowing, from the Ballard House Acquisition &amp; Refurbishment project.</li> <li>• Delegates the award of the roof repair contract to Facilities Manager (Hard Services), against existing Term Contracts, where they would not otherwise have the authority to do so.</li> </ul>			
5	<b>Reasons for decision:</b> Ballard House roof is toward the end of its efficient life (approximately 2 -5 years remaining). Funding is available to insulate and install a solar PV array on the roof which requires roof repairs to be undertaken now in order to prevent increased capital and revenue costs in the future.			
6	<b>Alternative options considered and rejected:</b> Do nothing – Will result in further deterioration of the roof and increase revenue maintenance costs. Wait until complete end of life – Will result in increased capital costs in order to remove solar installation.			
7	<b>Financial implications and risks:</b> £379,000 funded by Corporate Borrowing.			
8	<b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)	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>£1million</b>
			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 <b>Forward Plan of Key Decisions</b>			
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:		<p>It meets the following within PCC's Corporate Plan :</p> <p>Values – <i>Responsible</i></p> <p>Priorities – <i>Unlocking the City's potential</i></p> <p>This project meets these by taking responsibility for building a greener, low carbon corporate estate. It ensures that the Council maintains its buildings to a reliable and energy efficient standard allowing the workforce to provide services effectively.</p>	
10	Please specify any direct environmental implications of the decision (carbon impact)		It will reduce energy consumption and carbon impact	
<b>Urgent decisions</b>				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?		Yes	(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
			No	X (If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
<b>Consultation</b>				
13a	Are any other Cabinet members' portfolios affected by the decision?		Yes	
			No	X (If no go to section 14)

<b>13b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>			
<b>13c</b>	<b>Date Cabinet member consulted</b>			
<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>	Andy Ralphs	
		<b>Job title</b>	Strategic Director of Customer and Corporate Services	
		<b>Date consulted</b>	11/08/2021	
<b>Sign-off</b>				
<b>16</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS54 21/22	
		<b>Finance (mandatory)</b>	ba.21.22.130	
		<b>Legal (mandatory)</b>	MS/08.10.21	
		<b>Human Resources (if applicable)</b>	N/A	
		<b>Corporate property (if applicable)</b>	S0161.DW.20211008	
		<b>Procurement (if applicable)</b>	GA/PS/602/ED/1021	
<b>Appendices</b>				
<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>		
	A	Part I Briefing Report – Ballard House roof		
<b>Confidential/exempt information</b>				
<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>	X	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.  (Keep as much information as possible in the briefing report that will be in the public domain)
		<b>No</b>		
		<b>Exemption Paragraph Number</b>		

		1	2	3	4	5	6	7
18b	<b>Confidential/exempt briefing report title:</b>  Part 11 Briefing Report Ballard House Roof  Capital Investment Business Case – Ballard House Roof repairs			X  X				
<b>Background Papers</b>								
19	Please list all unpublished, background papers relevant to the decision in the table below.  Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
<b>Cabinet Member Signature</b>								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							
<b>Signature</b>				<b>Date of decision</b>		13 October 2021		
<b>Print Name</b>		Councillor Nick Kelly, Leader of Plymouth City Council						