

# EXECUTIVE DECISION

made by a Council Officer



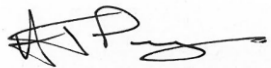
## REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL COUNCIL OFFICER

Executive Decision Reference Number – COD 33 23/24

Decision	
1	<b>Title of decision:</b> Guildhall Refurbishment
2	<b>Decision maker:</b> Anthony Payne (Strategic Director for Place)
3	<b>Report author and contact details:</b> John London. john.london@plymouth.gov.uk
4a	<b>Decision to be taken:</b> <ul style="list-style-type: none"> <li>i. To note that TEC Construction are the highest scoring Tenderer following the completion of the procurement process as detailed in the Contract Award document;</li> <li>ii. To award a conditional contract to TEC Construction, subject to a value engineering process and agreeing a contract sum, within budget.</li> </ul>
4b	<b>Reference number of original executive decision or date of original committee meeting where delegation was made:</b> Future High Street Fund Cabinet Decision MW21 (9 March 2021)
5	<b>Reasons for decision:</b> The Guildhall requires significant improvements to enable the venue to deliver the expected level of accommodation for this important building for the city. This work includes refurbishment of toilets, redecoration, audio and visual improvements to key rooms including the main hall, new office etc. The prices that have been received as part of the tender process are above the available funding for the scheme. Therefore detailed value engineering is required working with a single supplier through a series of workshops, design conversations and careful procurement discussions to enable the price to be reduced to an affordable sum that still delivers the key outcomes for the scheme.
6	<b>Alternative options considered and rejected:</b> Not to award the contract - Rejected on the basis that the Guildhall needs to have this significant refurbishment to enable it to compete as a key venue for the city.
7	<b>Financial implications and risks:</b> The budgeted value allocated on the capital programme for this project is currently £3,989,873. The contract value of this decision will be conditional upon a value engineering process with TEC Construction and agreeing a contract sum within budget.

8	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:
		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.
8b	Date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a>	September 2023		
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:	Encouraging new visitors to the area and increasing the amount of time and money which visitors spend in the city centre and elsewhere. The proposals will also help to reduce the ongoing revenue budget requirements of the Guildhall (spending money wisely).		
10	Please specify any direct environmental implications of the decision (carbon impact)	The proposals will include measures to improve the environmental sustainability of the buildings, including wider co-ordination with the Council's strategy to expand the district heating network in the area.		
<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 <a href="#">Democratic Support</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	X	
		No		(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Chris Penberthy (Cabinet member for Housing, Cooperative Development and Communities)/		

<b>I3c</b>	<b>Date Cabinet member consulted</b>	29/02/2024						
<b>I4</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>I5</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Antony Payne					
		<b>Job title</b>	Strategic Director of Place					
		<b>Date consulted</b>	8 February 2024					
<b>Sign-off</b>								
<b>I6</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS 104 23/24					
		<b>Finance (mandatory)</b>	CH 05.02.24 1650					
		<b>Legal (mandatory)</b>	LS/00001312/4/AC/1/3/24					
		<b>Human Resources (if applicable)</b>	N/A					
		<b>Corporate property (if applicable)</b>	N/A					
		<b>Procurement (if applicable)</b>	SN/PS/718/ED/0224					
<b>Appendices</b>								
<b>I7</b>	<b>Ref.</b>	<b>Title of appendix</b>						
	A	Contract Award Report (Part I)						
	B	EIA						
<b>Confidential/exempt information</b>								
<b>I8a</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>I8b</b> below.				
		<b>No</b>	x					
		<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>I8b</b>	<b>Confidential/exempt briefing report title:</b>  Guildhall Refurbishment Contract Award Report (Part II)			X				

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 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</p>									
Title of background paper(s)				Exemption Paragraph Number						
				1	2	3	4	5	6	7
Council Officer Signature										
<b>20</b>	<p>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.</p>									
<b>Signature</b>				<b>Date of decision</b>	14 February 2024					
<b>Print Name</b>	Antony Payne, Strategic Director for Place									