

EXECUTIVE DECISION

made by a Council Officer



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

Executive Decision Reference Number – COD26 24/25

Decision				
1	Title of decision: Civic Centre: Design and Project Management			
2	Decision maker: David Draffan, Service Director Economic Development			
3	Report author and contact details: Iain Mackelworth. iain.mackelworth@plymouth.gov.uk			
4a	Decision to be taken: That the Service Director for Economic Development approves: <ul style="list-style-type: none"> The procurement and appointment of consultants to undertake design development work, providing the Council with the expertise and capacity it needs to take forward this project. 			
4b	Reference number of original executive decision or date of original committee meeting where delegation was made: City Centre Skills Hub, Cabinet, 18/3/2024.			
5	Reasons for decision: To approve the procurement and appointment of a design team.			
6	Alternative options considered and rejected: Do Nothing, undertake a limited phase of design work.			
7	Financial implications and risks: Total potential commitment of £2.57m over 3 years to be funded from existing approved Council borrowing and externally secured grant funding. The services and works will be managed in a way that minimises risk to the Council.			
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:
			x	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
			x	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1 million
		x	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.	

8b	If yes, date of publication of the notice in the Forward Plan of Key Decisions	
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:	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.
10	Please specify any direct environmental implications of the decision (carbon impact)	This decision relates specifically to the design services. The direct impact of these activities on the environment are neutral or very limited. The design team will be challenged to ensure the environmental performance of the design is optimised; the performance of the building will be the subject of a future assessment.

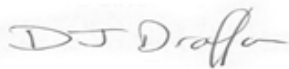
Urgent decisions

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 for advice)
		No	X	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair signature:		Date	
	Scrutiny Committee name:			
	Print Name:			

Consultation

13a	Which Cabinet Member's portfolio does this decision relate to?	Councillor Lowry, Cabinet Member for Finance		
13b	Date Cabinet Member consulted	08 October 2024		
13c	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	X	(If no go to section 14)
13d	Which other Cabinet member's portfolio is affected by the decision?			
13e	Date other Cabinet member(s) consulted			

14	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					
15	Which Corporate Management Team member has been consulted?	Name	Karime Hassan					
		Job title	Interim Strategic Director for Growth					
		Date consulted	08 October 2024					
Sign-off								
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS63 24/25					
		Finance (mandatory)	CH.24.25.034					
		Legal (mandatory)	LS/00001312/1/AC/19/9/24					
		Human Resources (if applicable)	N/A					
		Corporate property (if applicable)	JW 0124 13/08/24					
		Procurement (if applicable)	HG/PS/752/ED/0924					
Appendices								
17	Ref.	Title of appendix						
	A	Briefing report for publication						
	B	Equalities Impact Assessment						
	C	Climate Impact Assessment						
Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes	X	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below.				
		No						
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title: Capital Business Case			X				
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below.							

Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)	Exemption Paragraph Number						
	1	2	3	4	5	6	7
N/A							
Council Officer Signature							
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.						
Signature			Date of decision	14.10.2024			
Print Name	David Draffan						