

EXECUTIVE DECISION

made by a Cabinet Member



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


Executive Decision Reference Number – L06 25/26

Decision	
1	Title of decision: FM Consolidated Capital Programme
2	Decision maker: Councillor Tudor Evans OBE, Leader of the Council
3	Report author and contact details: Kirstie Spencer, Head of FM (Interim) Kirstie.spencer@plymouth.gov.uk
4	Decision to be taken: <ol style="list-style-type: none"> 1. Approves the Business Case; 2. Allocates £2,000,000 for the project into the Capital Programme; funded by corporate borrowing 3. Authorises the procurement process for works being undertaken under the programme; 4. Delegates the award of contracts to Head of Facilities Management where they would not otherwise have authority to do so.
5	Reasons for decision: <p>The creation of a Financial Programme of Works will:</p> <ol style="list-style-type: none"> 1. Replace multiple business case submissions with a single annual programme 2. Improve planning and predictability of FM activities 3. Enable bulk procurement and longer-term contracts to reduce costs 4. Accelerate delivery times and improve operational responsiveness 5. Enhance transparency and reporting through a single governance framework
6	Alternative options considered and rejected: <p>Option 1: Individual business cases for each project</p> <p>Rejected for reasons below:</p> <ul style="list-style-type: none"> • Delays to funding and to project start / completion • Re-prioritisation not easy • Urgent / safety critical projects are delayed or have to proceed at risk to the organisation (financial and procurement) <p>Option 2: Do nothing</p> <p>Rejected as this would lead to significant non-compliance with legislation, risk of enforcement, risk of injury, loss, civil claims, insurance costs, reputational damage.</p>

7	Financial implications and risks:			
	Risk	Mitigation		
	Overspending on low-priority works	Clear prioritisation framework and controls		
	Lack of oversight due to pooled funds	FM Governance Board and audit trail		
	Procurement inefficiencies	Framework agreements and preferred suppliers		
	Stakeholder resistance to change	Engagement plan and training for stakeholders		
	Insufficient Procurement Service resource	Use of existing contracts Use of externally supported procurement routes e.g. frameworks with support offering Explore temporary resource		
8	Legal Implications: None arising from this report.			
9	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which: <input type="checkbox"/> 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 <input checked="" type="checkbox"/> in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1 million annually <input checked="" type="checkbox"/> 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.
	If yes, date of publication of the notice in the Forward Plan of Key Decisions			
10	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:	This project supports the corporate priority to focus on prevention and early intervention and aligns with the corporate priorities: <ul style="list-style-type: none"> • Keep children, adults and communities safe • Spending money wisely A programme-based approach aligns with best practices in public sector asset management and reflects the strategic importance of maintaining a resilient, fit-for-purpose estate.		
11	Please specify any direct environmental implications of the decision (carbon impact)	None.		

Urgent decisions				
I2a	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 (democraticsupport@plymouth.gov.uk) for advice)
		No	x	(If no, go to section I3a)
I2b	Reason for urgency:			
I2c	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
Consultation				
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes	x	
		No		(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Chris Penberthy, Cabinet Member for Housing, Co-operative Development and Communities		
I3c	Date Cabinet member consulted	27 May 2025		
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	Jens Gemmel	
		Job title	Interim Chief Operating Officer	
		Date consulted	11 June 2025	
Sign-off				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JS14 25/26	
		Finance (mandatory)	OW.25.26.012	
		Legal (mandatory)	LS/00001312/2/AC/3 0/6/25	
		Procurement (if applicable)	HG/PS/788/ED/0625	

		Corporate property (decisions involving Council owned land or facilities) (if applicable)	N/A					
		Human Resources (if applicable)	N/A					
Appendices								
17	Ref.	Title of appendix						
	A	Capital Business Case FM Capital Programme v2 18_6_25						
	B	Equalities Impact Assessment						
	C	Climate Impact Assessment						
Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes		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. (Keep as much information as possible in the briefing report that will be in the public domain)				
		No	x					
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
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 I 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
Cabinet Member 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 (2010) and those who do not. For further details please see the EIA attached.		
Signature		Date of decision	07.07.2025
Print Name	Councillor Tudor Evans OBE, Leader of the Council		