

# EXECUTIVE DECISION

made by a Council Officer



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

Executive Decision Reference Number – COD13 25/26

Decision	
1	<b>Title of decision:</b> 27843 - City Living Framework Contract Award
2	<b>Decision maker:</b> Glenn Caplin-Grey (Strategic Director for Growth)
3	<b>Report author and contact details:</b> Stuart Wingfield (City Centre Programme Director), <a href="mailto:stuart.wingfield@plymouth.gov.uk">stuart.wingfield@plymouth.gov.uk</a>
4a	<b>Decision to be taken:</b> <ol style="list-style-type: none"> <li>I. To approve the award of the contract for the City Living Framework, masterplan and associated documents to WSP UK Ltd with a total contract value of £919,687.09 (including 15% contingency).</li> </ol>
4b	<b>Reference number of original executive decision or date of original committee meeting where delegation was made:</b> <a href="#">4639 – Defence Partnership and City Centre Programme Update</a> Dated: 11 <sup>th</sup> August 2025
5	<b>Reasons for decision:</b> The reason for this decision is to conclude the current procurement activity, to enable the award of contract to prepare a development framework, masterplan and associated documents in respect of Plymouth City Centre and the delivery of housing.
6	<b>Alternative options considered and rejected:</b> Option 1: Do not award the contract This option is rejected because the work is required to enable Plymouth City Council and Homes England to progress plans for unlocking up to 10,000 homes in and around the city centre. This ambition was set out in a signed memorandum of understanding between Plymouth City Council and Homes England and is a priority workstream under Team Plymouth. The work is also key to engagement with the New Towns programme. Not awarding the contract would mean that work on delivery of homes and regeneration under the MoU, Team Plymouth and New Towns opportunity would not progress and Plymouth City Council would need to return the funding secured from Homes England and the Ministry for Housing, Communities and Local Government (MHCLG).
7	<b>Financial implications and risks:</b> The total contract value is £919,687.09. This comprises £799,727.90 fixed fee tender return plus 15% contingency budget at £119,959.19. Contingency is included to allow additional work as required in respect of the emerging New Towns opportunity and will only be used with the written consent of Plymouth City Council. Revenue grant funding for the project has been secured from Homes England and MHCLG revenue grant budgets for this financial year 2025/26. The total grant funding secured to date is £540,000. The projected contract spend this financial year is £379,354.45.


	<p>Plymouth City Council are working with partners Homes England, MHCLG and Team Plymouth to secure additional revenue funding for the remaining £374,687.09 of the total contract value. This funding will be sought from 2025/26 and 2026/27 revenue grant budgets.</p> <p>Until such time that additional funding is secured, the contract creates a budget pressure to Plymouth City Council of between £254,727.90 to £374,687.09 for the year 2026/27. Additional grant funding is not guaranteed and this decision does therefore present a financial risk to Plymouth City Council.</p>			
<b>8</b>	<b>Legal Implications and risks:</b> (for completion by Legal Officers) None Identified.			
<b>9a</b>	<b>Is the decision a Key Decision?</b> <p>(please contact <a href="#">Democratic Support</a> for further advice)</p>	<b>Yes</b>	<b>No</b>	<b>Per the Constitution, a key decision is one which:</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  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  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>	<b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b>	N/A		
<b>10</b>	<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>	<b>Corporate Plan</b> Democracy – the work will include specialist community engagement experts to develop and deliver a full programme of engagement to ensure communities can have their say. Responsibility – the work will create a framework for future decision making about development in the City Centre. Fairness – the work will aim to ensure that development in the City Centre benefits all of society and helps to overcome inequity in access to high quality and affordable housing, employment opportunities, shops and services. Co-operation – the work is part of strategic partnership with Homes England. Build more homes – the engagement with the New Towns Taskforce and the work will identify sites and opportunities for many more new homes including affordable homes.		

		<p>Trusting and engaging our communities – the work will deliver a programme of community engagement on the future of the City Centre.</p> <p><b>Plymouth Plan</b></p> <p>Growing city – the work will help to set a framework for growth in the area.</p> <p>Regional city - the work will define the future economic role for the City Centre.</p> <p>Growth Area – the work seeks to enable the growth aspirations for the City Centre &amp; Waterfront Growth Area</p>
<b>I I</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	<p>The work will set the development framework for growth and new buildings in the City Centre. It will have environmental benefits by:</p> <ul style="list-style-type: none"> <li>- focusing development needs on sustainable brownfield land where the environmental benefits of compact urban living can be realised and releasing development pressure on less sustainable and greenfield sites;</li> <li>- ensure best use of existing infrastructure to support growth rather than building new;</li> <li>- ensuring new buildings are built to high environmental and energy performance standards;</li> <li>- utilise and help deliver carbon-saving infrastructure and technology such as heat-networks;</li> <li>- ensuring high quality green space and urban tree planting and landscaping.</li> </ul>

#### Urgent decisions

<b>I 2a</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	<b>Yes</b>		(If yes, please contact <a href="#">Democratic Support</a> for advice)
		<b>No</b>	<b>x</b>	(If no, go to section I 3a)
<b>I 2b</b>	<b>Reason for urgency: N/A</b>			
<b>I 2c</b>	<b>Scrutiny Chair signature:</b>	N/A	<b>Date</b>	N/A
	<b>Scrutiny Committee name:</b>	N/A		
	<b>Print Name:</b>	N/A		

Consultation				
I3a	Which Cabinet Member's portfolio does this decision relate to?	Tudor Evans OBE (The Leader) Councillor Jemima Laing (Deputy Leader, Acting Leader).		
I3b	Date Cabinet Member consulted	08/12/2025		
I3c	Are any other Cabinet members' portfolios affected by the decision?	Yes	<input checked="" type="checkbox"/>	
		No		(If no go to section I4)
I3d	Which other Cabinet member's portfolio is affected by the decision?	Councillor Mark Lowry		
I3e	Date other Cabinet member(s) consulted	08/12/2025		
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	<input checked="" type="checkbox"/>	
I5	Which Corporate Management Team member has been consulted?	Name	Tracey Lee	
		Job title	Chief Executive	
		Date consulted	09/12/2025	
Sign-off				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JS51 25/26	
		Finance (mandatory)	ITG.25.26.100	
		Legal (mandatory)	LS/4552(13)/RH/1012 25	
		Human Resources (if applicable)		
		Corporate property (if applicable)		
		Procurement (if applicable)	KK/PS/807/ED/12/25	
Appendices				
I7	Ref.	Title of appendix		
	A	Contract Award Part I – City Living Framework – Contract Award Briefing Note for publication		
	B	Equalities Impact Assessment – City Living Framework		
Confidential/exempt information				
I8a		Yes	<input checked="" type="checkbox"/>	

	<b>Do you need to include any confidential/exempt information?</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> C – Procurement Decision Record			<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. For further details please see the EIA attached.							
<b>Signature</b>			<b>Date of decision</b>		11.12.25			
<b>Print Name</b>	Glenn Caplin-Grey (Strategic Director for Growth)							