

EXECUTIVE DECISION

made by a Cabinet Member



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


Executive Decision Reference Number – CS01 25/26

Decision	
1	Title of decision: PEO/22053a Safe Accommodation Service Procurement
2	Decision maker: Councillor Sally Haydon (Cabinet Member for Community Safety, Libraries, Cemeteries & Crematoria)
3	Report author and contact details: Karlina Hall (Senior Commissioning Officer) Tel. 01752304415 / Email karlina.hall@plymouth.gov.uk
4	Decision to be taken: <ol style="list-style-type: none"> 1. Approve the business case; 2. Approve commencement of the procurement process; 3. Delegate the award of contract to the Strategic Director for Adults, Health and Communities, where they would not already have authority to do so.
5	Reasons for decision: <p>The current Plymouth Domestic Abuse Service (PDAS) contracts are due to expire on 31 March 2026. This would lead to vulnerable adults and families with children who are survivors of domestic abuse having no support in the refuge and dispersed units, which would not fulfil Plymouth City Council's statutory duty for safe accommodation.</p> <p>As the Lot 1 Safe Accommodation contract could not be awarded due to no submissions being received for ITT Stage 2 of the procurement process, additional funding has been sought to go back out to procurement for the safe accommodation support contract.</p> <p>A one stage open procedure tender process will be undertaken in line with the Procurement Act 2023 and Plymouth City Council's Contract Standing Orders to commission a safe accommodation service. As there was interest for Lot 1 at Stage 1 of the procurement from more than one provider, a direct award is not possible.</p>
6	Alternative options considered and rejected: <ol style="list-style-type: none"> 1. Do Nothing – allow the PDAS contracts to end on 31 March 2026 without a new contract for the safe accommodation element. Rejected: This would lead to vulnerable adults and families with children who are survivors of domestic abuse having no support in the refuge and dispersed units which would not fulfil Plymouth City Council's statutory duty for safe accommodation. 2. Award a direct contract to the incumbent provider for an extended period of 4 years. Rejected: This would not be in line with the Procurement Act 2023; a competitive tendering

	process is required.			
7	Financial implications and risks: Funding a Safe Accommodation Service is expected to cost £2,086,302 over a period of 10 years (4 year initial period with 3 additional 2-year increments). This will be funded annually with revenue (unless otherwise stated) from the Homelessness Prevention Grant as follows: Yr1: £193,668; Yr2: £199,478; Yr3: £205,462; Yr4: £207,125. The total potential contract value of 10 years is £2,086,302.			
8	Legal Implications: None apparent from content as drafted above.			
9	Is the decision a Key Decision? (please contact Democratic Support for further advice) Please type an X into the relevant boxes	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 annually
			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.
	If yes, date of publication of the notice in the Forward Plan of Key Decisions	N/A		
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:	The services align to keeping children, adults and communities safe priority through focusing on prevention and early intervention and ensuring that children and young people and adults are protected.		
11	Please specify any direct environmental implications of the decision (carbon impact)	No implications		
Urgent decisions				
12a	Is the decision urgent and to be implemented immediately in the interests of the Council or the public? Please type an X into the relevant box	Yes		(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No	x	(If no, go to section 13a)
12b	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? Please type an X into the relevant box	Yes	x	
		No		(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Mary Aspinall (Cabinet Member for Health and Adult Social Care) Cllr Jemima Laing (Cabinet Member for Children's Social Care, Culture and Communications) Cllr Chris Penberthy (Cabinet Member for Housing, Cooperative Development and Communities)		
I3c	Date Cabinet member consulted	04.12.25 – Cllrs Aspinall, Laing and Haydon 10.12.25 – Cllr Penberthy		
I4	Has any Cabinet member declared a conflict of interest in relation to the decision? Please type an X into the relevant box	Yes		If yes, please discuss with the Monitoring Officer
		No	x	
I5	Which Corporate Management Team member has been consulted?	Name	Gary Walbridge	
		Job title	Strategic Director of Adults, Health and Communities	
		Date consulted	08/12/25	
Sign-off				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JS55 25/26	
		Finance (mandatory)	OW.25.26.102	
		Legal (mandatory)	LS/4552(12)/RH/0212 25	
		Procurement (if applicable)	JS/AHC/804/ED/1125	
		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	DA Safe Accommodation Service Procurement Business Case							
	B	EIA Safe Accommodation							
Confidential/exempt information									
18a	Do you need to include any confidential/exempt information? Please type an X into the relevant box		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
N/A									
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	17 December 2025
Print Name	Councillor Sally Haydon (Cabinet Member for Community Safety, Libraries, Cemeteries & Crematoria)		