

Written statement of a key decision
Cabinet member commissioning, procurement and assets

Title	Property services estates capital programme 2020/21
Decision maker	Cabinet member commissioning, procurement and assets Information about cabinet, including the names and contact details of the cabinet members, can be found here: http://councillors.herefordshire.gov.uk/mgCommitteeDetails.aspx?ID=251
Date of decision	31 January 2020
Report exemption class	Open
Reason for being a key decision	This is a key decision because it is likely to result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council's budget for the service or function concerned. A threshold of £500,000 is regarded as significant.
A notice was served in accordance with Part 3 (Key decisions) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.	
General exception or special urgency (as defined in the constitution)	No
Purpose	To agree the property services 2020/21 estates capital works programme. The proposed programme of works as set out in appendix A, incorporates a series of planned project works that enables the council to deliver on its obligations to maintain buildings fit for purpose utilising the agreed £2.095m capital budget which was approved at council budget meeting of 15 February 2019.
Decision	That: (a) the 2020/21 estate capital programme as set out in appendix A be approved at a total cost of not more than £2.095m; (b) the assistant director for technical services be authorised to take all operational decisions necessary to implement the above recommendation and spend within the approved budget including final allocation of budget to the projects as listed in appendix A provided that individual project costs do not vary from the estimate included by more than 25%; and

	(c) the assistant director for technical services be authorised to take all operational decisions necessary to implement the above recommendation and award of contracts up to a maximum individual value of £500k.
Reason for the decision	<p>As set out in the report. Documents relating to this decision are available at</p> <p>http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50031540</p> <p>In addition, if the council's estate assets are not adequately maintained or improved to an appropriate standard fit for their purpose they will not be in a condition necessary for transferal to our communities under the community asset transfer process.</p>
Options considered	<ol style="list-style-type: none"> 1. If there is no investment in the council's property portfolio through expenditure on a programme of capital improvement work, property assets will both degrade and depreciate which will have a negative bearing on the condition the estate and fail to protect the value of the councils' property assets. 2. A lack of investment in capital work to the council's estate assets would ultimately lead to their deterioration which will eventually make the assets no longer fit for their intended purpose. In turn this will have an impact on any services located in such properties, to the extent that they may have to be closed and service delivery would be severely impacted. 3. Absence of capital investment through improvement works to buildings that are leased by the council would render those properties unlettable because they are either non-compliant or are not fit for occupation which will result in a subsequent loss of revenue to the council and potential breach of statutory and legal obligations. 4. Deferring capital investment will merely lead to further deterioration of estate assets which in turn is likely to mean that investment costs will increase over time in line with inflation i.e. building and labour costs. The required improvement works have been assessed and prioritised based upon select criteria which covers health & safety, operational need/impact and lifecycle/value. Investment is therefore targeted and spent on the assets requiring work rather than other property assets that are considered less eligible.
Declarations of interest (see below)	
Call-in expiry date (decisions are not subject to call-in where special urgency provisions apply)	6 February 2020

Councillor:

Date 31 January 2020

Cabinet member commissioning, procurement
and assets (Councillor Gemma Davies)

- a record of any conflict of interest declared by any executive member who is consulted by the member which relates to the decision;

and

- in respect of any declared conflict of interest, a note of dispensation granted.