

Record of officer decision

Decision title:	Installation of Acoustic Panels in Hall at Leominster Primary School
Date of decision:	12 July 2019
Decision maker:	Assistant Director Education Development and Skills
Authority for delegated decision:	The authority for the specified officer to take the decision is set out in the Herefordshire Council's Constitution – Children & Families Scheme of Delegation – paragraph 63: To ensure the school estate is not subject to decay which could put the health and safety of children at risk under the School Standards and Framework Act 1998 Section 22, as amended by Education Act 2002 and Education and Inspections Act 2006.
Ward:	Leominster South, Leominster East, Leominster West, Leominster North & Rural
Consultation:	The head teacher and governors of the school have all been involved in, and consulted upon, the plans.
Decision made:	<p>Agreement to:</p> <ul style="list-style-type: none"> • To approve the installation of acoustic panels in the hall at Leominster Primary School, to be undertaken via Balfour Beatty Living Places, at an initial cost of £19,701 plus associated contingency, professional and statutory fees. A total cost up to the value of £24,000 • Fund the works from the remaining Leominster primary new build capital funding budget
Reasons for decision:	<p>Leominster Primary was rebuilt and opened in its new buildings in November 2014. This was the result of the amalgamation of the previous Infants' and Junior Schools.</p> <p>At the time of the new school build the decision was made to test the acoustics in the hall following the completion of the build as this would enable a more accurate view of the extent or otherwise of acoustic panel provision within the hall. However, the sound testing in the hall was never conducted and the school have been reporting the hall as an unhealthy environment in which to teach due to the poor acoustics.</p> <p>An independent survey of the acoustics has confirmed that the hall would benefit from the installation of some panels and has specified a set-up that is considered appropriate for the use and environment.</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>There is funding remaining in the Leominster Primary new build budget that can cover the costs of the acoustic panel installation.</p> <p>There is a risk that once on site, further work is identified if the ability to fix the panels to the walls is different to that expected.</p>

	There is also a chance that further panels will be required to fully address the acoustics in the hall. A contingency has been allowed to cover unforeseen elements. Should this contingency be insufficient then a further officer decision will be required.
Details of any alternative options considered and rejected:	The school could have continued with no acoustic panels being installed. This was not considered realistic as it was agreed as part of the new build that acoustic testing would be undertaken upon completion. To not do so at this stage could put the health & safety of users of the hall at risk as a result of the poor acoustics.
Details of any declarations of interest made:	None

Signed

Date: 12/07/2019