

## Record of officer decision

<b>Decision title:</b>	<b>To approve the expenditure of up to £38k for accessibility improvement works at Westfield School from individual pupil needs funding</b>
<b>Date of decision:</b>	<b>08 October 2020</b>
<b>Decision maker:</b>	Assistant Director Education Development and Skills
<b>Authority for delegated decision:</b>	The authority for the specified officer to take this decision is set out in the cabinet report approved 3 April 2020 ( <a href="https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=6755">https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=6755</a> )
<b>Ward:</b>	Leominster South
<b>Consultation:</b>	<p>Cabinet debated and approved a report on the 2019/20 Local Authority Schools Maintenance Programme on 17 January 2019.</p> <p>Consultation has already been done in respect of the overall programme with the Capital Strategy Consultative Group, comprising a number of headteachers and council officers, who agreed the programme as a constructive way forward for the use of the grant.</p> <p>Political groups were consulted on the programme and no objections or comments were received.</p>
<b>Decision made:</b>	<p>Agreement to:</p> <ul style="list-style-type: none"> <li>• Approve the accessibility improvement works at Westfield School, which will be commissioned by the school, following the contract procedure rules and undertaken by GKG Solutions Ltd and Wye Valley Home Improvements, at a total cost up to the value of £38,000 including associated contingency, professional and statutory fees</li> <li>• Fund the works from the existing individual pupil needs budget</li> </ul>
<b>Reasons for decision:</b>	<p>Westfield School requires replacement of external adaptations / modifications to enable disabled users or visitors to more easily access and enter the mobile classroom. These works will consist of replacing the ramps and doors to the main entrance and emergency exit, all of which are in poor condition with the main entrance ramp no longer used.</p> <p>Given the nature of the school, is important that the ramps are in good usable condition.</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>The works can be covered within the budget available for accessibility improvement works in schools.</p> <p>There is a risk that once on site, further work is identified if the condition of the supporting and surrounding infrastructures is found to be poor. A contingency has been allowed to cover unforeseen elements once work on site has commenced. Should this contingency be insufficient then a further officer decision will be required.</p>

<b>Details of any alternative options considered and rejected:</b>	<p>Do nothing. This is not recommended as the local authority has a duty of care to children in, and visitors to, schools. The accessibility improvement works will ensure that the school can accommodate other children and visitors in the future who are in need of similar facilities.</p> <p>Undertake a different set of improvement works. The works put forward are considered the most appropriate and necessary to ensure safe access to the building and its facilities for all occupants.</p>
<b>Details of any declarations of interest made:</b>	None

Signed:

Ceri Morgan

Assistant director education, development and skills

Date: 8 October 2020