

### Record of officer decision

<b>Decision title:</b>	To approve the expenditure of up to £62,740 from the Capital Maintenance Schools' Budget for replacement windows works to St David's Centre.
<b>Date of decision:</b>	<b>7 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>	Widemarsh
<b>Consultation:</b>	<p>Cabinet debated and approved a report on the 2020/21 Local Authority Schools Maintenance Programme on 3 April 2020.</p> <p>Consultation has already been done in respect of the overall programme with the Capital Strategy Consultative Group, comprising a number of head teachers 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> <ol style="list-style-type: none"> <li>1. Award Balfour Beatty the contract to complete the replacement windows works at St David's Centre up to the value of £57,749 to include a contingency value of up to £7,880 from the contingency allocation. Responsibility for managing and monitoring the project to be carried out by the Capital Project Manager, within the spend budget.</li> <li>2. To authorise the expenditure of up to the value of £4,990 from the professional fees allocation as set out in the Cabinet Decision. Responsibility for managing and monitoring the project to be carried out by the Capital Project Manager, within the spend budget.</li> </ol>
<b>Reasons for decision:</b>	<ol style="list-style-type: none"> <li>1. To complete the works required at St David's Centre to make the building fit for purpose and to address the school's Capital Maintenance request.</li> <li>2. To ensure all Council buildings are fit for purpose and maintained to the standards set out in the condition survey to address suitability, sustainability and affordability.</li> </ol>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	By not carrying out the works the school is at risk of incurring further maintenance requirements, potentially costing the Council further money.

	<p>There is a risk that once on site, further work is identified once the roofing works start that was not previously apparent.</p> <p>A contingency has been allowed to cover unforeseen elements once the replacement window works commence. 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 risk of these works not being completed means that the health and safety risk associated with the continued existence of the building remains.</p> <p>To not use BBLP and further undertake a tendering process to appoint a new contractor. However this is not recommended as time and cost will increase, which is not acceptable to meet the demand of the work required already set out.</p>
<b>Details of any declarations of interest made:</b>	None

Signed:

Ceri Morgan  
Assistant director education, development and skills

Date: 7 October 2020