

### Record of officer decision

<b>Decision title:</b>	To approve the expenditure of up to £48,850 from the Capital maintenance Schools' Budget for roofing works to Riverside Primary School.
<b>Date of decision:</b>	<b>09 November 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>	Hinton and Hunderton
<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> <p>Award Balfour Beatty LP the contract to complete urgent roofing works and provide full scheme scope of works to Riverside Primary School up to the value of £44,850 to include a contingency value of up to £4,970 from the contingency budget allocation.</p> <p>To authorise Balfour Beatty LP to appoint D&amp;T Engineering to carry out this work to repair areas requiring urgent attention and to inform the scope and specification for tendering for the full scheme of works. Given the historic issues and previous successful repairs, Herefordshire Council Building Surveyor has requested a single source submission as this is ongoing work from previous years. The work will be closely monitored by the Herefordshire Council Building Surveyor.</p> <p>To authorise the expenditure of up to the value of £4,000 from the professional fees allocation as set out in the Cabinet Decision.</p> <p>Responsibility for managing and monitoring the project to be carried out by the Capital Project Manager, within the spend budget.</p>
<b>Reasons for decision:</b>	<p>Riverside Primary School was included in the approved schools planned maintenance programme 2020/21 for roofing works.</p> <p>To complete the roofing works on areas requiring urgent attention and in doing so take the opportunity to more accurately define the scope of works for the subsequent full roofing scheme essential to maintain Riverside Primary School as fit for purpose. HC Property services are unable to properly scope the full roofing scheme without some initial</p>

	<p>semi-destructive investigative survey work, and it will be more economic to combine this investigation work with the initial repairs.</p> <p>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.</p> <p>The contract with Balfour Beatty LP has already undertaken an open market tender evaluation, with defined management costs and approved health &amp; safety standards and competencies.</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>If the work is not carried out the ongoing water ingress will result in more extensive damage to the building structure and internal finishes, leading to increased cost to the Council.</p> <p>There is a risk that once investigation work begins, 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 roofing 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 failure to address these works would mean that the health and safety and financial risks associated with the continued water ingress at the building remain.</p> <p>To not approve Balfour Beatty LP to appoint D &amp; T Engineering in preference to undertaking a tendering process. This is not recommended as the current sub-contractor has historic knowledge of the roof issues and of the initial work required. An open tender process to other contractors who do not have this knowledge is likely to result in higher tender prices as they seek to cover the unknown risks within a fixed price.</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: 9 November 2020