

Record of officer decision

Decision title:	Decision to deliver improvement works at Leominster MAO
Date of decision:	6 January 2021
Decision maker:	Assistant Director for Technical Services
Authority for delegated decision:	<p>This decision is to apply for the spend of the budget as agreed by the key decision made on 15th June 2018 (Report Ref: Property Services planned, reactive and capital maintenance Programme 2018/19, 15th June 2018) http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=5171</p> <p>This decision is to apply for the spend of the budget as agreed by the key decision made on 18th October 2018. (Report Ref: 2018/19 corporate accommodation capital budget) http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=5387</p> <p>This decision is to deliver the improvement works at Leominster MAO as agreed by the officers decision made on 18th February 2020 (Report Ref: Decision to deliver improvement works at Leominster MAO, 18th February 2020) http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=6658</p> <p>This decision is to amend the layout and increase the budget for the improvement works at Leominster MAO as agreed by the officers decision made on 19th June 2020 (Report Ref: Decision to deliver improvement works at Leominster MAO, 19th June 2020) http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=6951</p>
Ward:	Leominster East
Consultation:	The overall project has been discussed with the Cabinet Member for Commissioning, Procurement and Assets; Strategic Capital Finance Manager, Strategic Property Services Manager and BWOW Programme Board.
Decision made:	That authorisation be given to proceed with additional works funded with £16k from the Corporate Accommodation works budget.
Reasons for decision:	Following the completion of works on site there are some additional items that have now been highlighted. The Localities Team require two more Paxton's securing their area and the heating in the Children's Centre needs to be upgraded as some of their radiators are now within the new meeting room leaving the main area low on heating and without radiator covers. A hot water boiler is also to be installed to replace the current kettle along with other minor works.
Highlight any associated risks/finance/legal/eq uality considerations:	The £16k will be spent within the 2020 financial year as it will not be rolled forward.
Details of any alternative options considered and rejected:	Do nothing – this is not an option as part of the council's accommodation strategy is for the council to vacate other council properties in 2020, relocate the staff into the Plough Lane Offices and promote BWOW. The new works at Leominster are part of this strategy.

	The Localities Team need to have the correct security and the Children's Centre needs to have sufficient heating.
Details of any declarations of interest made:	None

Signed:
Chris Jenner, Assistant Director Technical Services

Date: 6 January 2021