

Record of Officer Decision

Decision title:	To approve expenditure of £28,000 from the existing 'Project 1' budget (previously allocated to the Pembridge Site) to refurbish plot 5 at the Bromyard site, and to instruct SC Joseph to carry out this work under the existing contract.
Date of decision:	13 January 2021
Decision maker:	Assistant Director for Regulatory, Environment and Waste
Authority delegated for decision:	<p>The authority for the specified officer to take this decision is set out in the cabinet report approved on the 10th August 2020, and the subsequent Officer Decision dated 14 August 2020.</p> <p>http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?Id=7050</p> <p>http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=7081</p> <p>The Cabinet Decision approved that:</p> <p>(a) expenditure up to the value of £911,000 is approved for the development of two traveller site pitches at Bromyard and one at the Grafton site and the modernisation of 6 traveller sites across the county as detailed in Appendix 1 (Project 1)</p> <p>(b) an NEC 3 contract is awarded to SC Joseph Limited up to the value of £752,000 (inclusive of contingency) (Project 1)</p> <p>(c) expenditure up to the value of £30,000 for professional fees is approved</p> <p>(d) expenditure up to the value of £937,000 to commence and complete four pitches at the Pembridge Site (Project 2) is approved; and</p> <p>(e) the Assistant Director for Regulatory, Environment and Waste be authorised to take all operational decisions to complete project 1 and project 2.</p> <p>The authority for the specified officer to take this decision is set out in the Record of Officer Decision dated 14th August 2020.</p>
Ward:	Arrow; Bromyard West
Consultation:	<p>Political Consultation: Consultation has taken place with the Cabinet Member for Commissioning, Procurement and Assets on several occasions and the original decision was debated at a Cabinet Feeder Meeting prior to the cabinet member taking the decision.</p> <p>Officer Consultation: Consultation has taken place with the Strategic Capital Finance Manager, the Senior Solicitor for Major Projects and the Assistant Director for Regulatory, Environment and Waste Services. All are satisfied with the proposed delegation of Authority to spend.</p>
Decision made:	<p>The Assistant Director decision approved that:</p> <p>1) Expenditure of £28,000 be authorized from the project 1 budget set out in point (a) of the cabinet report (previously allocated to modernisation work at the Pembridge site) for the repair/refurbishment of plot 5 at the Bromyard site.</p>

- 2) The work be awarded to SC Joseph Ltd as a variation to the existing contract and on the basis of rates within the existing contract arrived at through a competitive tendering process.
- 3) The scope of improvement work at the Pembridge site (currently on hold due to further vandalism and unauthorised encampment) be reduced to that necessary to secure and make safe the site, thereby ensuring that the Project 1 works as a whole remain within the established budget.
- 4) The proposal to develop 4 new plots at the new Pembridge site adjacent to the existing one (Project 2) is unaffected by this decision.

Budget information as set out in the decision paper:

In summary:

Item	Budget
Refurbishment Costs plot 5 Bromyard	£28,000

Reasons for decision:

- 1) To bring an additional plot into a lettable condition so that it can be legitimately occupied, increasing tenant capacity and letting income potential.
- 2) To significantly reduce the risk of further rubbish accumulation associated with vacant/uninhabitable plots (plot 5 has recently been cleared).
- 3) Due to further unexpected vandalism the extent of work needed at the Pembridge site has increased since the original survey which informed the scope of Project 1. All 6 plots are now known to be in need of modernisation, rather than the 2 plots previously intended. There is insufficient funding within the Project 1 budget to address all 6 plots, and a high risk that vandalism and rubbish accumulation will continue if only 2 plots are modernised leaving 4 nearby plots vacant and uninhabitable. A future project with sufficient funding to refurbish and let all 6 plots would be expected to represent greater value for money and a more robust use of funds.
- 4) Unauthorised encampments at Pembridge are currently preventing progression of the work at this site, and it is not at this stage clear when this work would be able to proceed.
- 5) Pembridge is expected to see investment during 2021/22 in 4 brand new traveller sites on a separate area as set out in (d) of the cabinet report (Project 2).

Highlight any associated risks/finance/legal/equality considerations:

- 1) If plot 5 at Bromyard is left in its present uninhabitable state, it is likely that this would attract further rubbish accumulation. The plot cannot be let in its current state of disrepair.
- 2) There are time and cost benefits associated with repairing plot 5 at this stage while the contractor is mobilised on site. Revisiting plot 5 at a future date would result in a delay to this plot being brought into use, a further tender process and the risk of greater costs associated with Plot 5 becoming a separate project in its own right.

Details of any alternative options considered and rejected:

- 1) To not refurbish the remaining plot at Bromyard and proceed with the originally intended modernisation work at Pembridge when possible.
- This option is not recommended as:
- a) It is unclear at this stage when the works at the Pembridge site would be able to proceed.
- b) Bringing 2 plots into use at Pembridge while the remaining 4 plots remain empty and uninhabitable is likely to result in further vandalism and unauthorised encampment, even to the extent that the newly repaired plots

	may themselves be subject to damage. c) Leaving plot 5 at Bromyard empty and uninhabitable is likely to lead to a recurrence of the rubbish accumulation seen previously.
Details of any declarations of interest made:	None Recorded

Signed

Date: 13 January 2021