

## Record of operational decision

<b>Decision title:</b>	To approve the expenditure of up to £14,000 from the Schools Capital Maintenance budget for Sprinkler Tank works to Earl Mortimer College.
<b>Date of decision:</b>	12 April 2021
<b>Decision maker:</b>	Assistant Director Education Development and Skills
<b>Authority for delegated decision:</b>	<p>The authority for the specified officer to take this decision as set out in the cabinet report, Local Authority School Buildings Maintenance Works, approved 17 December 2020.</p> <p>The school maintenance schemes as set out in appendix A be approved for implementation in 2021/22 and 2022/23;</p> <p>The Assistant Director Education Development and Skills be authorised to take all operational decisions necessary to implement the approved schemes, and any other urgent contingency schemes required, within the approved budget of £2.940m for maintenance;</p> <p>The Assistant Director Education Development and Skills be authorised to take all operational decisions necessary to vary the approved schemes should the amount of funding received from the Department for Education differ from that used to determine the proposed schemes.</p> <p><a href="http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=7416">http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=7416</a></p>
<b>Ward:</b>	Leominster East
<b>Consultation:</b>	<p>Cabinet debated and approved on the 2021-2023 Local Authority School Buildings Maintenance Works, approved 17 December 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 with one comment received – The true Independents are supportive of the proposals subject to all works being closely monitored so that value for money is obtained and projects are delivered on time.</p>
<b>Decision made:</b>	<p>To authorise the expenditure of up to £13,800 from the contingency allocation for Sprinkler Tank works at Earl Mortimer College, to include a contingency of up to £2,000.</p> <p>To authorise the expenditure of up to the value of £200 from the contingency allocation.</p> <p>Responsibility for monitoring the project to be carried out by the Capital Project Manager within the spend budget.</p>

	To add this emergency works scheme to the 2021/22 maintenance programme.
<b>Reasons for decision:</b>	<p>To complete Sprinkler Tank works required at Earl Mortimer College to make the building fit for purpose and to address the school's Capital Maintenance request.</p> <p>To ensure all Council buildings are fit for purpose and maintained to the standards as set out in the condition survey to address suitability, sustainability and affordability.</p> <p>The school will self deliver the works and have sought at least three supplier quotations.</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>By not carrying out the works the school is at risk of incurring further maintenance requirements, potentially costing the Council further money.</p> <p>There is risk that once on site, further work is identified once the Sprinkler Tank works commence that was not previously apparent.</p> <p>A contingency has been allowed to cover unforeseen elements once the Sprinkler Tanks 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 undertake a tendering process to appoint a new contractor. This is not recommended as time and cost will increase, which is not acceptable to meet the demand of the work required.</p>
<b>Details of any declarations of interest made:</b>	None

Signed

Date: 12 April 2021

Ceri Morgan

Assistant director education development and skills