

### Record of operational decision

<b>Decision title:</b>	High Needs Capital Grant – Improvements and Adaptations to existing accommodations for additional needs teaching at Aylestone School.
<b>Date of decision:</b>	30 June 2025
<b>Decision maker:</b>	Service Director for Education, Skills and Learning
<b>Authority for delegated decision:</b>	<p>The authority for the specified officer to take this decision as set out in the Cabinet report, High Needs Provision Capital Grant spend.</p> <p>The Service Director for Education, Learning and Skills all operational decisions necessary to deliver a programme of works including varying such programme.</p> <p><a href="#">Decision - High Needs Provision Capital Grant spend - Herefordshire Council</a></p>
<b>Ward:</b>	Aylestone Hill
<b>Consultation:</b>	Consultation was carried out in respect of the Herefordshire Capital Investment Strategy 2021- 2030 For Specialist Settings Educating Children and Young People with Special Educational Needs and Disabilities (SEND).
<b>Decision made:</b>	Award a contract to J Harper & Sons (Leominster) Ltd for £78,304 for the works, which includes a contingency of up to £10,000. The works include a complete design on service media (lighting design/replacement), installation of hot and cold services and drainage.
<b>Reasons for decision:</b>	<p>Improvements and Adaptations are required to existing accommodations for additional needs teaching at Aylestone School.</p> <p>J Harper &amp; Sons (Leominster) Ltd were the successful bidder following a tender via the Council's procurement portal.</p>
<b>Equality Considerations</b>	<p>Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows: A public authority must, in the exercise of its functions, have due regard to the need to –</p> <ul style="list-style-type: none"> <li>(a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;</li> <li>(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;</li> <li>(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.</li> </ul> <p>The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good</p>

	<p>relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services. Our providers will be made aware of their contractual requirements in regards to equality legislation.</p> <p>The proposed scheme have given due consideration to equality issues particularly in relation to disability.</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>The costs for the extension will be funded from the High Needs Capital Grant received from the Department for Education</p> <p>There is a risk that once on site, further works are identified that were not previously apparent. A contingency has been allowed to cover unforeseen elements. Should this contingency be insufficient then a further officer decision will be required.</p>
<b>Details of any alternative options considered and rejected:</b>	N/A - Improvements and Adaptations are required to existing accommodations for additional needs teaching at Aylestone School.
<b>Details of any declarations of interest made:</b>	N/A

Signed E Farr Date: 3/7/25