

## Record of operational decision

<b>Decision title:</b>	To approve the contract award and expenditure of up to £87,372.40 for the Condition Surveys at various Herefordshire schools.
<b>Date of decision:</b>	23.04.2026
<b>Decision maker:</b>	Service Director, Education, Skills and Learning • Children and Young People
<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 February 2023.</p> <p>The Corporate Director, Children and Young People be authorised to take all operational decisions relating to the award of contracts for the above programmes of work.</p> <p><a href="https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=9341">https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=9341</a></p> <p>Sub Delegation to Service Director to take all operational decisions relating to the award of contracts for the 2023-2026 School Capital Maintenance programme.</p> <p><a href="https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=9474">https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=9474</a></p>
<b>Ward:</b>	Across Multiple Wards in Herefordshire
<b>Consultation:</b>	A political group consultation was conducted on 29 January 2026, in which 8 Councillors attended.
<b>Decision made:</b>	<p>To award Pick Everard the contract for the Condition Surveys at various schools in Herefordshire, following a successful tender via Procure Partnerships PCR2015 Professional Services Framework completed in January 2026.</p> <p>To approve the expenditure of up to £83,573.60 for services, which includes a contingency of up to £7,597.60.</p> <p>To approve the expenditure of up to £3,798.80 for professional fees.</p>
<b>Reasons for decision:</b>	<p>The Condition Surveys at various schools in Herefordshire are planned Services required in the 2023-2026 Schools Capital Maintenance Programme.</p> <p>The condition survey data will be used to inform the 2027/28–2031/32 capital maintenance programme.</p> <p>Herefordshire Council are responsible for carrying out cyclical condition surveys at the local authority maintained schools.</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>

<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>Failure to undertake these services places schools at risk of additional maintenance requirements, as unreported condition issues may escalate and result in increased costs to the Council.</p> <p>A contingency has been allowed to cover unforeseen elements once the Condition Surveys services 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>Take no action. This approach is not recommended, as delaying these services increases the risk that condition-related issues will not be identified in time to inform Herefordshire Council's review and prioritisation of the 2027/28–2031/32 capital maintenance programme.</p>
<b>Details of any declarations of interest made:</b>	<p>None.</p>

Signed:

Date: 23.04.26