

Record of operational decision

Decision title:	Decision to award contract and approve the expenditure of up to £229,454.84 for the internal refurbishment works of two existing classrooms at St Martins School, Hereford.
Date of decision:	15.05.26
Decision maker:	Service Director, Education, Skills and Learning, Children and Young People
Authority for delegated decision:	<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>Decision - High Needs Provision Capital Grant spend - Herefordshire Council</p>
Ward:	Hinton & Hunderton Ward
Consultation:	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).
Decision made:	<p>Award a contract to SC Joseph for the internal refurbishment works of two existing classrooms at St Martins Primary School, Hollybush Walk, Hereford HR2 6AF, following a successful tender on the Council's procurement portal.</p> <p>Approve the expenditure of up to £218,528.84 for the works, which includes a contingency of up to £19,275.35</p> <p>Approve the expenditure of up to £10,926 for internal and external professional fees.</p> <p>Responsibility for monitoring the Programme to be carried out by the Capital Project Manager within the spend budget.</p>
Reasons for decision:	<p>The internal refurbishment works of two existing classrooms at St Martins Primary School are included in the High Needs Programme.</p> <p>SC Joseph were the successful bidder following a successful tender via the Council's procurement portal.</p>
Equality Considerations	<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> <p>(a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;</p>

	<p>(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;</p> <p>(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p>The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good 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 capital maintenance schemes have given due consideration to equality issues particularly in relation to disability.</p>
<p>Highlight any associated risks/finance/legal/equality considerations:</p>	<p>By not carrying out the internal refurbishment works the school is at risk of not being to accommodate additional pupils, potentially costing the Council further money.</p> <p>There is a risk that once on site, further works are identified once the works start that was not previously apparent.</p> <p>A contingency has been allowed to cover unforeseen elements once the works commence. Should this contingency be insufficient then a further officer decision will be required.</p>
<p>Details of any alternative options considered and rejected:</p>	<p>Do nothing. This is not recommended as the risk of the works not being completed means that the health and safety risk associated with the continued existence of the building remains.</p> <p>Not to appoint. This is not recommended as SC Joseph have been selected through a competitive tendering process.</p>
<p>Details of any declarations of interest made:</p>	<p>None.</p>