

Record of operational decision

Decision title:	To vary the Pre-Construction Services Agreement (PCSA) with Speller Metcalfe Malvern Limited for the refurbishment of John Venn Building
Date of decision:	1 October 2026
Decision maker:	Corporate Director, Economy and Environment
Authority for delegated decision:	In July 2024 full council approved an outline business case to add £5m to the capital programme to enable the council to develop the critical housing provision required in the county. The Cabinet Member for Economy and Growth made a key decision on 1/11/22024, that The Corporate Director for Economy and Environment or the Corporate Director of Community Wellbeing in consultation with the Cabinet Member for Economy and Growth and the Director for Finance, to be given delegated authority to draw down and spend up to £5 million (capital) of the Acquisition Fund for Housing Provision allocation, and make all required operational decisions to acquire and develop sites to meet our critical social and affordable housing need Acquisition Fund for Housing Provision
Ward:	Central
Consultation:	Consultation of this decision has taken place with the Cabinet Member for Economy and Growth, HC finance and legal.
Decision made:	To vary the Pre-Construction Services Agreement to Speller Metcalfe up to the value of £115,972 for enabling works to inform the development of the design, cost, programme, and risk profile of the project. The Corporate Director, Economy and Environment approves the delegated authority to the Programme Manager Capital- Economy and Environment or the equivalent or above within economy and environment to take all operational decisions relating to the award of contracts for the John Venn redevelopment project and for the 2025-2028, 2026-2029 and 2024-2027 Estates Capital Programme. Authority is delegated to the Capital Project Manager from the Corporate Director of Economy and Environment to act as spend manager for the programmes. Responsibility for monitoring the remaining works to be carried out by the Capital Project Manager within the spend budget.
Reasons for decision:	The Pre-Construction Services Agreement (PCSA) was tendered using a compliant procurement process via the Procure Partnership framework. This variation will enable non-structural strip out works to take place which will inform the design for the refurbishment of the building and provide benefits to the programme. The existing Pre-Construction Services Agreement in place for this project allows for the inclusion of these works within the contract through the Additional Works mechanism.

Equality Considerations	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 – a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act. b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it. c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it. The development will seek to ensure the highest possible standards of accessibility, and to create affordable housing to meet local social needs. An Equality Impact Assessment will be undertaken on each design option to consider the most beneficial outcome.
Highlight any associated risks/finance/legal/equality considerations:	The PCSA contract complies with the Council’s Contract Procedure Rules, relevant procurement legislation and demonstrate value for money. The project is being funded from the Acquisition Fund for Housing Provision and has an approved total budget of £3,788,000. Spend to date and current commitments total £1,397,972, which leaves a remaining budget of £2,390,028.
Details of any alternative options considered and rejected:	The alternative would be to procure these works separately via open tender however this procurement route would cause delays to the delivery of the units and thus delays in the cost’s mitigation for the council.
Details of any declarations of interest made:	None.

Signed..... Date: 1 October 2026

Corporate Director, Economy and Environment