

Record of operational decision

Decision title:	Decision to award a contract to PD Building and Development Ltd for £174,144 (inclusive of VAT) for the refurbishment of [REDACTED], Hereford.
Date of decision:	11 August 2026
Decision maker:	Corporate Director Community Wellbeing (DASS)
Authority for delegated decision:	Under the Chief Executives Scheme of Delegation authority is given to the Corporate Director, Community Wellbeing to make this decision under CW-07 Housing and homelessness support solutions.
Ward:	[REDACTED]
Consultation:	• Cllr Gandy – Cabinet member for Adults, Health & Wellbeing • Section 151 Officer • Property Services
Decision made:	Decision to award a contract to PD Building and Development Ltd for £174,144 (inclusive of VAT) for the refurbishment of [REDACTED], Hereford.
Reasons for decision:	This will help reduce reliance on costly and unsuitable hotel or B&B placements for larger households by bringing a Council-owned property into use [REDACTED] [REDACTED] The procurement route was compliant and competitive, with the award made to PD Building and Development Ltd on the basis of the evaluation outcome under the Procurement for Housing capital works dynamic purchasing system. Funding has been secured for this project through the Rough Sleeping Prevention and Recovery Grant issued by the Ministry of Housing, Communities and Local Government. Expenditure will be monitored against the approved funding allocation.
Equality Considerations	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. The contractor(s) will be made aware of their contractual requirements in regard to equality legislation. Any building works carried out will be compliant with the Equality Act 2010 and support improved accessibility.

Highlight any associated risks/finance/legal/equality considerations:	Delivery and financial risk: there is a risk that further works are identified once the contractor is on site which were not apparent before commencement. Mitigation: A modest contingency has been allowed to cover unforeseen elements once the works commence; if this contingency is insufficient, a further officer decision will be required before additional expenditure is committed. Compliance Risks: Lack of compliance with planning and building regulations. Mitigation: The property is owned freehold by Herefordshire Council; no planning permission is required. Survey works have been undertaken and professional technical support has been engaged to ensure that the building will meet building regulations.
Details of any alternative options considered and rejected:	Do nothing: The property is vacant and in need of refurbishment; if the Council does not undertake this project, the condition of the property will continue to deteriorate [REDACTED]. Use alternative accommodation: [REDACTED] Reliance on alternative accommodation would not address the Council's need for a more suitable offer for larger families and would expose the Council to ongoing cost pressure and poorer outcomes for families.
Details of any declarations of interest made:	None