

**Written statement of a non-key decision**  
**Cabinet member commissioning, procurement and assets**

<b>Title</b>	<b>Estates capital programme - improvement works to the electrical installation at the Shire Hall</b>
Decision maker	Cabinet member commissioning, procurement and assets Information about cabinet, including the names and contact details of the cabinet members, can be found here: <a href="http://councillors.herefordshire.gov.uk/mgCommitteeDetails.aspx?ID=251">http://councillors.herefordshire.gov.uk/mgCommitteeDetails.aspx?ID=251</a>
Date of decision	12 November 2019
Report exemption class	Open
Purpose	<p>To approve the early draw down of funds from the 2020/21 capital programme budget to deliver improvement works to the electrical installation at the Shire Hall, Hereford.</p> <p>The Shire Hall is a council asset and is used for delivering council services. In addition it accommodates H.M. Court Services and also provides rooms for public use, both of which bring in a revenue income to the council.</p> <p>Work to the incoming electrical services needs to be undertaken one year ahead of program as there is an increasing risk that this part of the building's electrical infrastructure could fail. The electrical infrastructure within the Shire Hall is at least 50 years old and contains outmoded electrical switchgear. There is no expected impact on current revenue budgets, although by ensuring the building can function it will ensure revenue income is received and ensure continued service to H.M. Court service and Council..</p>
<b>Decision</b>	<p><b>That:</b></p> <p><b>(a) £200k of the 2020/21 capital budget allocation be spent in 2019/20 on replacement of the Shire Hall's electrical switch gear and associated service infrastructures; and</b></p> <p><b>(b) the assistant director for technical services be authorised to take all operational decisions necessary to implement the above recommendation and spend within an approved budget of £200k.</b></p>

Reason for the decision	As set out in the report. Documents relating to this decision are available at <a href="http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50031701">http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50031701</a>
Options considered	<ol style="list-style-type: none"> <li>1. If the work to the electrical switchgear is not brought forward there is a risk that this specific infrastructure could fail within the next twelve months which would cause closure of the building.</li> <li>2. Action has already been undertaken to enable an electric generator to be connected to the building in the event of switchgear failure, however this would only provide a very short term solution as a generator would create noise and disturbance if running for an extended period. Furthermore, the cost of hiring a generator for an extended period would be prohibitive.</li> <li>3. Delaying the work until the next financial year is not recommended as an interruption or at worse a failure to the electrical infrastructure due to its age and condition may result in the inability to permanently reinstate the electrical power supply within the building for an, as yet, undefined period which would then require the building to be closed. This would result in the inability of both the council and H.M. Court Service to deliver services from the building.</li> <li>4. Closure of the building for an extended period due to a failure of the electrical infrastructure would result in a loss of rent and potentially a financial claim by H.M Court Service.</li> <li>5. Reprogramming these works for earlier completion will help mitigate the potential for failure of the infrastructure, and ensure the electrical switchgear is modern, fit for purpose, compliant and safe whilst avoiding an unscheduled close down of the building.</li> </ol>
Declarations of interest (see below)	
Call-in expiry date (decisions are not subject to call-in where special urgency provisions apply)	18 November 2019

Councillor: .....	Date 12 November 2019
Cabinet member commissioning, procurement and assets (Councillor Gemma Davies)	

- a record of any conflict of interest declared by any executive member who is consulted by the member which relates to the decision;

and

- in respect of any declared conflict of interest, a note of dispensation granted.