

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

<b>Title</b>	<b>Property services estates capital works programme</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	31 March 2021
Report exemption class	Open
Reason for being a key decision	This is a key decision because it is likely to result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council's budget for the service or function concerned. A threshold of £500,000 is regarded as significant.
A notice was served in accordance with Part 3 (Key decisions) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.	
Special urgency (as defined in the constitution)	Yes
Purpose	To agree the property services estates capital works programme.  The proposed programme of works as set out in appendix A and B incorporates a series of planned project works that enables the council to deliver on its obligations to maintain buildings fit for purpose utilising the agreed £2.067m capital budget which was approved at council budget meeting of 12 February 2021.
<b>Decision</b>	<b>That:</b>  a) the estate capital programme as set out in appendix A and B be approved at a total cost of not more than £2.067m; and b) the assistant director for technical services be authorised to take all operational decisions necessary to implement the above recommendation and spend within the approved overall budget of £2.067m for the

	<b>projects as listed in appendix A and B, provided that the sum of individual project expenditure do not exceed the overall budget.</b>
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=50036873">http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50036873</a>
Options considered	<ol style="list-style-type: none"> <li>1. Not undertaking investment in the council's property portfolio through expenditure on a programme of capital improvement work. This is not recommended as property assets will both degrade and depreciate which will have a negative bearing on the condition of the estate and fail to protect the value of the council's property assets.</li> <li>2. Reducing investment through capital work on council's estate assets: This is not recommended as a lack of capital investment would ultimately lead to their deterioration which will eventually make the assets no longer fit for their intended purpose. In turn this will have an impact on any services located in such properties, to the extent that they may have to be closed and service delivery would be severely impacted.</li> <li>3. Not undertake capital investment through improvement works to buildings that are leased by the council. This is not recommended as would render those properties unlettable because they are either non-compliant or are not fit for occupation which will result in a subsequent loss of revenue to the council and potential breach of statutory and legal obligations.</li> <li>4. Deferring capital investment. This is not recommended as will merely lead to further deterioration of estate assets which in turn is likely to mean that investment costs will increase over time in line with inflation i.e. building and labour costs. The required improvement works have been assessed and prioritised based upon select criteria which covers health &amp; safety, operational need/impact and lifecycle/value. Investment is therefore targeted and spent on the assets requiring work rather than other property assets that are considered less eligible.</li> </ol>
Declarations of interest (see ▪ below)	
Call-in expiry date (decisions are not subject to call-in where special urgency provisions apply)	This decision is to be taken under the <b>special urgency</b> provisions as set out in paragraphs 4.2.52-54 of the constitution of Herefordshire Council. It will not be subject to call in.

Councillor: .....

Date 31 March 2021

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.