

Record of operational decision

Decision title:	To approve expenditure up to the value of £265,000 for professional consultancy services to manage delivery of the School Building Maintenance Programme.
Date of decision:	10 May 2021
Decision maker:	Assistant Director Education Development and Skills
Authority for delegated decision:	<p>The authority for the specified officer to take this decision as set out in the cabinet report, Local Authority School Buildings Maintenance Works, approved 17 December 2020.</p> <p>The school maintenance schemes as set out in appendix A be approved for implementation in 2021/22 and 2022/23;</p> <p>The Assistant Director Education Development and Skills be authorised to take all operational decisions necessary to implement the approved schemes, and any other urgent contingency schemes required, within the approved budget of £2.940m for maintenance;</p> <p>The Assistant Director Education Development and Skills be authorised to take all operational decisions necessary to vary the approved schemes should the amount of funding received from the Department for Education differ from that used to determine the proposed schemes.</p> <p>http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=7416</p>
Ward:	All wards
Consultation:	<p>Cabinet debated and approved on the 2021-2023 Local Authority School Buildings Maintenance Works, approved 17 December 2020.</p> <p>Consultation has already been done in respect of the overall programme with the Capital Strategy Consultative Group, comprising a number of Head Teachers and Council Officers, who agreed the programme as a constructive way forward for the use of the grant.</p> <p>Political groups were consulted on the programme with one comment received – The true Independents are supportive of the proposals subject to all works being closely monitored so that value for money is obtained and projects are delivered on time.</p> <p>The Strategic Capital Finance Manager has been consulted on this decision to appoint a professional consultant.</p>
Decision made:	<p>To award a contract to AHR Architects Ltd for Professional Consultancy Services to manage the delivery of Herefordshire Council’s School Building Maintenance programme, following a competitive procurement exercise in accordance with the Council’s procurement rules and procedures.</p> <p>AHR Architects Ltd to undertake a competitive procurement process for</p>

	<p>each package of work identified, working within the Council's established procurement procedures.</p> <p>Planned works and unplanned reactive maintenance are included in the programme. The service will be based on the projected two-year maintenance programme which runs to 31st March 2023.</p> <p>The contract has been agreed on a percentage fee basis, including a hourly rate for any work requested which cannot be valued using the percentage fee.</p> <p>Responsibility for monitoring the project to be carried out by the Capital Project Manager within the spend budget.</p>
Reasons for decision:	<p>To deliver beneficial improvements in the condition of the Council's Educational building stock, improving the educational experience for pupils within the buildings.</p> <p>To reduce ongoing building maintenance costs by addressing known defects with high maintenance cost potential and preventing further deterioration.</p> <p>To ensure all Council buildings are fit for purpose and maintained to the standards as set out in the condition survey to address suitability, sustainability and affordability.</p> <p>A competitive procurement exercise was undertaken in accordance with Council procurement rules and procedures. The tender return from AHR Architects Ltd was the most favourable when assessed against quality and cost criteria.</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>The budget costs for the planned works are estimates and subject to change as the scope of each scheme is refined and as the actual costs become known. Monitoring of the budget will be carried out by the Capital Project Manager.</p>
Details of any alternative options considered and rejected:	<p>Do nothing. This is not recommended as the risk of planned works and unplanned reactive 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. AHR Architects Ltd have been selected through a competitive tendering process. Not to appoint would mean the Council would lack the technical support necessary to successfully deliver the school building maintenance programme.</p>
Details of any declarations of interest made:	<p>None</p>

Signed

Assistant director education development and skills

Date: 10 May 2021