

Record of officer decision

Decision title:	To approve expenditure to purchase the Air Quality Monitoring stations in Leominster and Hereford.
Date of decision:	8 November 2021
Decision maker:	Director of Economy and Place
Authority delegated decision:	<p>The authority for the specified officer to take this decision is set out in the cabinet report approved on the 5 October 2021. https://hc-modgov.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=8261</p> <p>The Cabinet Decision approved</p> <ol style="list-style-type: none"> a. The council undertakes the programme of Air Quality Monitoring Station Resource Improvements as described in the Business Plan (Appendix A) to be completed within a budget of £192,000; b. Delegated responsibility for the award of procurement contracts for the lifecycle of the Air Quality Monitoring Station Resource Improvements project, informed by methodology advised by the council's procurement team be given to the Director for Economy and Place; and c. Delegated authority be given to the Director of Economy and Place following consultation with the S151 officer to be authorised to take all operational decisions necessary to implement the above
Ward:	Greyfriars; Leominster East; Leominster North & Rural; Leominster South; Leominster West;
Consultation:	Consultation has taken place with with the Strategic Capital Finance Manager, the Assistant Director for Regulatory Environment and Waste, Head of Environment Climate Emergency and Waste Services and the Chief Finance Officer, all are supportive of the decision. The senior project manager consulted with all senior officers at the project board and via email circulation.

Decision made:	<p>1) To delegate authority to the senior project manager to authorise expenditure to purchase the Air Quality monitoring stations up to the budget of £192,000</p> <p>The purpose of this spend will update the following locations with DEFRA approved air quality monitoring equipment at the AQMS on Victoria Street, Hereford and to expand the network to include a second AQMS in Leominster.</p> <p><u>Budget information as set out in the decision:</u> https://hc-modgov.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=8261 https://councillors.herefordshire.gov.uk/ieListDocuments.aspx?CId=291&MId=7829&Ver=4</p>
Reasons for decision:	<p>1) To enable the senior project manager to authorise expenditure to purchase the Air Quality Monitoring Stations.</p> <p>2) To significantly reduce the risk of project delay due to the council's internal procedures relating to having the ability to spend the identified budget lines relating to the project.</p> <p>3) To reduce the number off Record of Officer decisions required to enable spend which is having a negative impact on time and resources within the</p>

	council
Highlight any associated risks/finance/legal/equality considerations:	<p>1) If the council decides not to adopt this request then there is a chance of delay to the project's deadline of 31 March 2022, which may result in the council incurring additional indirect resource costs for the delay. The delay may be caused waiting for sign off to spend the budget for procuring a supplier.</p> <p>2) This provides opportunity to reduce the impact on the council's resources internally.</p> <p>3) There is a risk that the budget may not be spent in full, this is mitigated by the project being managed through the council's corporate senior project management structure where budget monitoring is happening throughout the life of the project.</p>
Details of any alternative options considered and rejected:	1) To not adopt the recommendation, and continue with producing a record of officer decision very close to the time where the spend has to be approved and signed off by the Director for Economy and Place and taken through the council's administrative processes. Rejected – due to risks to project timeframe.
Details of any declarations of interest made:	None Recorded

I am an officer delegated to make the decision

Signed:

Print Name: Neil Taylor

Job Title: Interim Director for Economy and Place