

## Record of operational decision

<b>Decision title:</b>	To approve the expenditure of up to £303,290 for the roofing works at Hampton Dene Primary School, Hereford.
<b>Date of decision:</b>	22.09.22
<b>Decision maker:</b>	Service Director, Education, Skills and Learning
<b>Authority for delegated decision:</b>	<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.</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><a href="http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=7416">http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=7416</a></p>
<b>Ward:</b>	Tupsley
<b>Consultation:</b>	<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>
<b>Decision made:</b>	<p>To award SC Joseph Ltd the contract for the roofing works at Hampton Dene Primary School, Hereford, following a successful expedited closed tender via Herefordshire Council’s procurement portal.</p> <p>To approve the expenditure of up to £273,290 for works, which includes a contingency of up to £24,845</p> <p>To approve the expenditure of up to £30,000 for professional fees.</p> <p>Responsibility for monitoring the project, with authority to spend the contingency as required to deliver the project, to be carried out by the Capital Project Manager, within the spend budget.</p>

<b>Reasons for decision:</b>	<p>The roofing works at Hampton Dene Primary School, Hereford are planned works included in the 2021-2023 Schools Capital Maintenance Programme.</p> <p>An expedited tender process was carried out due to the urgency of the works required, associated with the critical works already being undertaken at the school.</p> <p>To ensure all Council buildings are fit for purpose and maintained to the standards set out in the condition survey to address suitability, sustainability and affordability.</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>By not carrying out the works the school is at risk of incurring further maintenance requirements, potentially costing the Council further money.</p> <p>There is a risk that once on site, further work is identified once the roofing works start that was not previously apparent.</p> <p>A contingency has been allowed to cover unforeseen elements once the roofing works commence. Should this contingency be insufficient then a further officer decision will be required.</p>
<b>Details of any alternative options considered and rejected:</b>	<p>Obtain further quotations following a longer procurement process. This is not recommended as time will increase, which is not acceptable to meet the demand of the work required by the school. These works are associated with the critical works being undertaken at the school at present.</p> <p>Do nothing. This is not recommended as the risk of these works not being completed means that the health and safety risk associated with the continued existence of the building remains.</p>
<b>Details of any declarations of interest made:</b>	None

Signed

Date: 22-09-2022