

Record of operational decision

Decision title:	<p>Award a contract to carry out localised remodelling of existing office accommodation at:</p> <p>Three Elms Units 37 and 38, Hereford – up to a value of £252,923.70</p>
Date of decision:	18/08/2023
Decision maker:	Strategic Assets Delivery Director
Authority for delegated decision:	<p>The decision made by Director of Resources and Assurance (Wednesday 9 August 2023), Transfer/Re-allocation of Capital Funds from Schools Capital Investment Programme to Corporate Asset Review Projects</p> <p>The relevant details and associated documents can be viewed via the following link:</p> <p>http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50045070</p>
Ward:	All
Consultation:	None
Decision made:	<p>To award a contract to S C Joseph Ltd. This decision is to award the contract to S C Joseph to carry out these works to Three Elms units 37 and 38, Hereford.</p> <p>Works to include carrying out localised remodelling of existing office accommodation</p> <p>To approve the works expenditure of up to £252,923.70 which includes £37,470.17 contingency and £28,102.63 for internal and external fees.</p> <p>Responsibility for delivering works to be carried out by the Capital Senior Project Manager within the spend budget of the Transfer/Re-allocation of Capital Funds from Schools Capital Investment Programme to Corporate Asset Review Projects.</p>
Reasons for decision:	<p>These works are part of the Corporate Asset Review Programme.</p> <p>The required improvement works have been assessed and prioritised based upon select criteria which covers health & safety, operational need/impact and lifecycle/value</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>There is a risk that once on site, further work is identified once the works start that was not previously apparent. A contingency has been allowed to cover unforeseen elements once these works commence.</p> <p>Should this contingency be insufficient then a further officer decision will be required.</p>

Details of any alternative options considered and rejected:	Do nothing. By not spending the capital funds to the CAR projects, the biggest risk is that these projects will not proceed and therefore the services will not be relocated from properties identified for potential disposal
Details of any declarations of interest made:	None

Signed..... Date: 24/08/2023

Sarah Jowett
Strategic Assets Delivery Director