

## Record of operational decision

<b>Decision title:</b>	<p>Award a contract to carry out localised remodelling of existing office accommodation at:</p> <p>Blueschool House, Hereford – up to a value of £56,505.60</p>
<b>Date of decision:</b>	18/08/2023
<b>Decision maker:</b>	Strategic Assets Delivery Director
<b>Authority for delegated decision:</b>	<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><a href="http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50045070">http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50045070</a></p>
<b>Ward:</b>	All
<b>Consultation:</b>	None
<b>Decision made:</b>	<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 the Blueschool House, Hereford.</p> <p>Works to include carrying out localised remodelling of existing office accommodation</p> <p>To approve the works expenditure of up to £56,505.60 which includes £15,892.20 contingency and £5,297.40 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>
<b>Reasons for decision:</b>	<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 &amp; safety, operational need/impact and lifecycle/value</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<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>

<b>Details of any alternative options considered and rejected:</b>	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
<b>Details of any declarations of interest made:</b>	None

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

**Sarah Jowett**  
**Strategic Assets Delivery Director**