

Record of operational decision

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| Decision title: | Award a contract to carry out repairs to the ridge tiles at St Katherine's House/Master's House, up to a value of £82,000 |
| Date of decision: | 20 th September 2023 |
| Decision maker: | Strategic Assets Delivery Director |
| Authority for delegated decision: | <p>Within the cabinet member commissioning, procurement and assets report dated 1st March 2023, it was the decision to agree the property services estates capital programme 2023/25</p> <p>https://hc-modgov.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=9346</p> |

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| Ward: | Ledbury West |
| Consultation: | None |
| Decision made: | <p>To award a contract to Craftsman Restoration Ltd. This decision is to award the contract to Craftsman Restoration Ltd to carry out works to St Katherine's House/Master's House, following the completion of a successful tender, evaluation and moderation process.</p> <p>Works to include carrying out works to the ridge tiles.</p> <p>The approved funding of £50,000 (CAP1568) to undertake this work, is not sufficient. Therefore, we are requesting a further £32,000. A total of £82,000. The reason for the increase is due to cost of living crisis, meaning that material and labour prices have risen.</p> <p>The most recent Building Materials and Components Index reported shows a 10.4% increase for all work for January 2023. This is a result of the impact of the Covid-19 pandemic and strong demand during the period of economic recovery.</p> <p>To approve the works expenditure of up to £82,000 which includes £9,838.20 contingency and £6,558.00 for internal and external (Hoople) fees.</p> <p>In order to help fund this scheme, it is envisaged to use funding from the Leominster MAO car parking scheme (CAP1570), where the scope of work has changed and the project is to include a bike shelter only.</p> <p>Responsibility for delivering works to be carried out by the Capital Senior Project Manager within the spend budget of the Capital Building Improvement Programme.</p> |
| Reasons for decision: | <p>These works are part of the Estates Capital Building Improvement Programme 2023/25</p> <p>The required improvement works have been assessed and prioritised based upon select criteria which covers health and safety, operational need, impact and lifecycle and value.</p> |

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| Highlight any associated risks/finance/legal/equality considerations: | <p>There is a risk that once on site, further work is identified once the repair works start that was not previously apparent. A contingency has been allowed to cover unforeseen elements once the repair works commence.</p> <p>Should this contingency be insufficient, then a further decision will be required.</p> |
| Details of any alternative options considered and rejected: | <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> |
| Details of any declarations of interest made: | <p>None</p> |

Signed..... Date: 20/09/2023