

Record of operational decision

Decision title:	Decision to award contract and approve the expenditure of up to fund up to £135,980.81 for external concrete repairs and window / door replacement at Franklin House, Commercial Road, Hereford, HR1 2AZ.
Date of decision:	24 th February 2025
Decision maker:	Ross Cook, Corporate Director, Economy and Environment
Authority for delegated decision:	<p>Initial decision is within the cabinet member commissioning, procurement and assets report dated 18th March 2022, it was the decision to agree the property services estates capital programme 2022/25 and residual improvement works from the 2019 Estates Condition Reports.</p> <p>http://councillors.herefordshire.gov.uk/mgIssueHistoryHome.aspx?IId=50040252</p> <p>This decision is to apply for the spend of the budget as agreed by the key decision made on 18th March 2022 - Appendix A – Programme of Residual Improvement Works from 2019 Condition Reports.</p>
Ward:	College Ward
Consultation:	Internal consultation with Michael Griffin (Head of Major Projects)
Decision made:	Decision to award contract and approve the expenditure of up to fund up to £135,980.81 for external concrete repairs and window / door replacement at Franklin House, Commercial Road, Hereford, HR1 2AZ.
Reasons for decision:	<p>As identified in the 2019 Condition Reports, Residual Property Works (RPW) are required at Franklin house, including external concrete repairs and window / door replacement. The activity schedule for the works is contained in Appendix B.</p> <p>In line with Herefordshire Councils Contract Procedure Rules (CPR's), a tendering exercise has been carried out via the Council's procurement portal.</p> <p>Following evaluation, it is recommended that a contract is placed with Concrete Repairs Ltd for an agreed contract value of £135,980.81.</p> <p>The approval of the expenditure includes a contingency of £9634.62 to allow for any required statutory consents, building regulations fees, and potential unknowns or required variations.</p> <p>The project will be administered under a JCT Minor Works Contract 2016 Edition with Contractors Design. The particulars of which have been contained within Appendix C.</p> <p>A contingency of £64,265.20 has been allowed for any required statutory consents fees including building regulations and a build contingency to account for any potential unknowns or required variations.</p> <p>Responsibility for monitoring the programme is to be carried out by the capital Senior Project Manager within the spend budget.</p>

Equality Considerations	<p>Equality duty</p> <p>Under section 149 of the Equality Act 2010, the ‘general duty’ on public authorities is set out as follows:</p> <p>A public authority must, in the exercise of its functions, have due regard to the need to -</p> <p>a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;</p> <p>b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;</p> <p>c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p>The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying ‘due regard’ in our decision making in the design of policies and in the delivery of services. Our providers will be made aware of their contractual requirements in regards to equality legislation.</p> <p>The proposed capital maintenance scheme has given due consideration to equality issues particularly in relation to disability.</p>
Highlight any associated risks/finance/legal/considerations:	<ul style="list-style-type: none"> • By not carrying out the works Franklin House is at risk of incurring further maintenance requirements, potentially costing the Council further money. • A contingency has been allowed to cover unforeseen elements. Should this contingency be insufficient then a further officer decision will be required.
Details of any alternative options considered and rejected:	<p>Do nothing. This is not recommended as there is a risk of further deterioration to the building which heightens health and safety risk.</p> <p>Not to appoint. This is not recommended as Concrete Repairs Ltd have been selected through a competitive tendering process.</p>
Details of any declarations of interest made:	None.

Signed..... Date: 24.02.25

Print Name: Ross Cook, Corporate Director, Economy and Environment

Please ensure that signatures are redacted before publishing.