

Record of operational decision

Decision title:	Decision to approve the expenditure of up to £66,000.00 for the capital emergency drainage works at Ledbury Primary School
Date of decision:	9 April 2025
Decision maker:	Service Director - Education, Skills and Learning, Children and Young People
Authority for delegated decision:	<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 February 2023.</p> <p>The Corporate Director, Children and Young People be authorised to take all operational decisions relating to the award of contracts for the above programmes of work.</p> <p>https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=9341</p> <p>Sub Delegation to Service Director to take all operational decisions relating to the award of contracts for the 2023-2026 School Capital Maintenance programme.</p> <p>https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=9474</p>
Ward:	Ledbury West
Consultation:	New Cabinet Members, Cllr Powell (Children and Young People) and Cllr Bramer (Community Services and Assets) have been informed on the capital programme and the February 2023 Cabinet Report has been shared.
Decision made:	<p>Award a contract to MetroRod for the emergency drainage works at Ledbury Primary School Herefordshire.</p> <p>Approve the expenditure of up to £55k for the works, which includes a contingency of up to £5k</p> <p>Approve the expenditure of up to £7k for internal and external professional fees.</p> <p>Responsibility for monitoring the programme to be carried out by the Capital Senior Project Manager within the spend budget.</p>
Reasons for decision:	<p>The emergency drainage works at Ledbury Primary School have been approved to be included in the Schools Capital Maintenance Programme as emergency works.</p> <p>MetroRod will be instructed to complete the emergency drainage works as they completed the initial investigation and any further delay through a procurement process would delay the completion of works, thus leaving a health and safety issue on site.</p> <p>To deliver beneficial improvements in the condition of the Council's</p>

	<p>Educational building stock, improving the educational experience for pupils within the buildings. To reduce ongoing building maintenance costs by addressing known defects with high maintenance cost potential and preventing further deterioration.</p> <p>To ensure all Council buildings are fit for purpose and maintained to the standards as set out in the condition survey to address suitability, sustainability and affordability.</p>
Equality Considerations:	<p>Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows: A public authority must, in the exercise of its functions, have due regard to the need to –</p> <ul style="list-style-type: none"> (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it. <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 schemes have given due consideration to equality issues particularly in relation to disability.</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>By not carrying out the emergency drainage 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 works are identified once the drainage works start that was not previously apparent.</p> <p>A contingency has been allowed to cover unforeseen elements once the drainage works commence. Should this contingency be insufficient then a further officer decision will be required.</p>
Details of any alternative options considered and rejected:	<p>Do nothing. This is not recommended as the risk of the drainage works not being completed means that the health and safety risk associated with the continued existence of the building remains.</p> <p>Not to appoint MetroRod. This is not recommended as it would delay the emergency works if we ran a competitive tender process leaving the ongoing health and safety risk within the school site that needs to be addressed.</p>
Details of any declarations of interest made:	None.