

Record of operational decision

Decision title:	Decision to approve the expenditure of up to £76,000.00 for the capital emergency electrical works at Weobley High School.
Date of decision:	18/07/2025
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:	Weobley
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 National Grid and Melcon for the emergency electrical works at Weobley High School Herefordshire.</p> <p>Approve the expenditure of up to £71,000.00 for the works, which includes a contingency of up to £10,000.00</p> <p>Approve the expenditure of up to £5,000.00 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 Weobley High School have been approved to be included in the Schools Capital Maintenance Programme as emergency works, these works are planned to commence urgently in July 2025.</p> <p>An urgent electrical upgrade is required at Weobley High School as the school is drawing too much electricity causing the cabling to melt and the power shut down. The school closed on 19th June 2025 as the electric was switched off. Melcon were commissioned by the school to assist National Grid to install a temporary solution so the school can remain open until the electric upgrade can be completed, this is a short term solution.</p> <p>National Grid are required to start works at the beginning of the summer holidays 21.07.25 and to complete in the Autumn/Winter term.</p> <p>Ground works are required over the 2025 school summer holidays (21.07.25 to 29.08.25) to include the install of new cabling from the substation (on school site).</p> <p>Melcon to be main contractor to carry out the ground works required for National Grid.</p> <p>Due to the urgency of works required for summer holidays starting 21.07.25, there is not sufficient time to run a competitive process.</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.</p> <p>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 electrical works the school is at risk of closing as the temporary solution will likely only hold until Autumn 2025. Groundworks cannot be undertaken during school term time and the summer holidays is the only viable period to complete the works.</p> <p>There is a risk that once on site, further works are identified once the were not previously apparent.</p> <p>A contingency has been allowed to cover unforeseen elements once the groundworks 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 electrical works not being completed means that the temporary solution will likely fail and the school will have to close.</p> <p>Not to appoint National Grid. This is not recommended. National Grid are the only providers able to complete this type of work.</p> <p>Not to appoint Melcon. This is not recommended. Melcon initially supported National Grid when the issue first appeared in June. Melcon are familiar with the site and scope of works. Running a competitive tender process would delay the emergency works which would result in the summer holiday window being missed.</p>
Details of any declarations of interest made:	None.

Signed

Liz Farr

Date: 18/07/2025