

### Record of operational decision

<b>Decision title:</b>	Decision to award a contract for the renovation, extension and improvement of a three-storey townhouse.
<b>Date of decision:</b>	10 <sup>th</sup> September 2025
<b>Decision maker:</b>	Corporate Director, Adult Wellbeing
<b>Authority for delegated decision:</b>	Under the Chief Executives Scheme of Delegation authority is given to the Corporate Director, Adult Wellbeing, to make this decision under CW-07 Housing and homelessness support solutions.
<b>Ward:</b>	Ross West
<b>Consultation:</b>	<ul style="list-style-type: none"> <li>• Cllr Gandy – Cabinet member for Adults, Health &amp; Wellbeing</li> <li>• Cllr O'Driscoll – Ross East Ward</li> <li>• Property Services</li> <li>• Finance, S151 Office</li> </ul>
<b>Decision made:</b>	Decision to award a contract to Midlands Building and Maintenance for the renovation, extension, and improvement to a three-storey townhouse at a total cost of £295,964.15
<b>Reasons for decision:</b>	<p>The refurbishment of this property will create four much-needed 1 bed self-contained homes for vulnerable single homeless people in need of housing in Herefordshire.</p> <p>Midlands Building and Maintenance Ltd were the successful bidder following a competitive tender via the Council's procurement portal.</p>
<b>Equality Considerations</b>	<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.</p> <p>In the Council Plan 2024 – 2028 includes the ambitions:</p> <ul style="list-style-type: none"> <li>• <b>People</b> - to enable residents to realise their potential, to be healthy and benefit from communities that help people to feel safe and supported</li> <li>• <b>Place</b> - We will protect and enhance our environment and ensure that Herefordshire remains a great place to live. We will support the right housing in the right place and do everything we can to improve the health of our rivers.</li> </ul>

	<p>The refurbishment of this property into supported transitional living accommodation contributes to achieving these ambitions.</p> <p>It will also add to the County's housing stock allowing future households who share protected characteristics to have access to appropriate accommodation. The decision will support the council in discharging its equality duty.</p> <p>The Contractor will be made aware of their contractual requirements in regard to equality legislation. Any building work carried out will be compliant with the Equality Act 2010.</p>
<p><b>Highlight any associated risks/finance/legal/equality considerations:</b></p>	<p>The property is owned freehold by Herefordshire Council and planning permission has been granted.</p> <p>Funding has been secured for this project through Government Grants, Section106 monies and the Strategic Housing Budget.</p> <p>There is a risk that once on site, further works are identified once the work starts that was not previously apparent.</p> <p>A contingency has been allowed to cover unforeseen elements once the work commences.</p> <p>Should this contingency be insufficient then a further officer decision will be required.</p>
<p><b>Details of any alternative options considered and rejected:</b></p>	<p>Do nothing:</p> <p>The property is vacant and in need of refurbishment, if the Council does not undertake this refurbishment project the condition of the property will continue to deteriorate.</p> <p>The council has a number of statutory duties to meet in relation to the accommodation of vulnerable groups including people and families that are homeless.</p>
<p><b>Details of any declarations of interest made:</b></p>	<p>None</p>

Signed..... Date: