

Record of operational decision

Decision title:	Award a contract to Hi-tec Joinery Products Ltd to manufacture and supply fire door sets at Hillside Care Centre, Hereford
Date of decision:	18.09.25
Decision maker:	Interim Director, Commercial Services
Authority for delegated decision:	<p>A key decision was taken at the Cabinet meeting on the 7 March 2024 authorising the Officer and allocating the use of 550k from the Property Services Estate Capital Building Improvement Programme 2024/2027 on the Council owned care facility emergency programme of works.</p> <p>The full report and decision notice can be found here; Decision - Property Services Estate Capital Building Improvement Programme 2024/2027 - Herefordshire Council</p> <p>Appendix C Appendix C - Emergency works for Care Homes-v2.pdf (herefordshire.gov.uk)</p>

Ward:	Red Hill
Consultation:	None.
Decision made:	<p>To award a contract to Hi-tec Joinery Products Ltd. This decision is to award the contract to Hic-tec Joinery Products Ltd to manufacture and supply fire doors and ironmongery for installation at Hillside Care Centre, Hereford in the sum of £125,452.76.</p> <p>To approve the works expenditure of up to £115,452.76 which includes Doorsets - £74,634.00 Ironmongery - £40,818.76</p> <p>Works are to be completed no later than 31 December 2026. Contingency of £10,000 allowed for any unforeseen works that may arise.</p> <p>The responsibility for monitoring the project is to be carried out by the Capital Project Manager within the spend budget.</p>
Reasons for decision:	<p>These works are part of the emergency works for council owned care homes programme.</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>
Equality Considerations	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 – 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)

	<p>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>Ensuring that improvement works are undertaken will safeguard that the council's equality responsibilities are met in so far as the physical built environment is managed in such a way as to comply with the Equality Act. The Equality Act 2010 established a positive obligation on local authorities to promote equality and to reduce discrimination in relation to any of the nine 'protected characteristics' (age; disability; gender reassignment; pregnancy and maternity; marriage and civil partnership; race; religion or belief; sex; and sexual orientation). In particular, the council must have 'due regard' to the public sector equality duty when taking any decisions on service changes.</p> <p>In all our capital programmes, we will comply with the council's own Equality Policy, namely: a) When designing infrastructure schemes and redesigning the public realm in our city and town centres, we will work with user groups to ensure that the design improves access for all. b) In all our proposals, we will aim for the highest level of accessibility.</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>There is a risk that once on site, further work is identified once the replacement works start that was not previously apparent. A contingency has been allowed to cover unforeseen elements once the works commence.</p> <p>Should this contingency be insufficient, then a further decision will be required.</p> <p>The current premises from which these services are delivered are part of the council's portfolio of properties and the council has responsibility for major works and significant repair. A programme of urgent remedial work and required investment has been identified to improve the conditions of these premises to support standards for safe and effective care. This includes work in relation to fire safety measures, and to address issues raised during a recent inspection by the care quality commission.</p>
Details of any alternative options considered and rejected:	Do nothing. This is not recommended as the risk of these door replacements not being completed means that the health and safety risk associated with the continued existence of the building remains live.
Details of any declarations of interest made:	None.

Signed..... Date: 18 September 2025