

Delegated Decision Notice

This form is the written record of a key, significant operational or administrative decision taken by an officer.

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input checked="" type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Director of Children's & Families		
Contact person:	Adele Robinson	Telephone number: 07891 276856	
Subject²:	Design Cost Report – Moortown PS modular replacement		
Decision details³:	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.)</p> <p>The Head of Learning Systems agreed to:</p> <ul style="list-style-type: none"> - Approve authority to spend and incur expenditure of £490,000 from capital scheme number 33626/000/000 to deliver a replacement modular building at Moortown PS for September 2022. - Note the programme dates identified in section 7 of this report and the urgency to ensure the build solution is available from September 2022. <hr/> <p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>The existing modular building is approximately 40-45 years old and has reached end of life stage. A condition survey carried out by Norfolk Property Services (NPS) identified the following issues with the building, therefore it is recommended for replacement.</p> <ul style="list-style-type: none"> • Timber facias are in poor condition • External walls in poor condition • Number of patched repairs to external walls evident 		

¹ Give title of Director with delegated responsibility for function to which decision relates.

² If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

³ Simply refer to supporting report where used as these matters have been set out in detail.

	<ul style="list-style-type: none"> • On the front elevation there is a section of steel frame exposed forming the joint between the bays • Outer skin of the wall adjoining the door is in poor condition • Door frame is rotten and allows water into the building • External skirting has started to delaminate and peel away from the building allow water to get in • Signs of decay to base of the walls <p>The building is utilised for Year 5 and Year 6 classbase and therefore forms part of the school's key accommodation. The main school building is extremely small with no options to replicate these spaces from remodelling existing floor area. Therefore, a like for like replacement building is required to provide 2 new classrooms with toilets and storage space.</p> <p>The early works package enabled key orders to be placed with the modular contractor and surveys to take place in advance of the main DCR sign off, to ensure the new building is handed over for September 2022.</p> <p>It is an extremely tight programme therefore the decision needs to be taken at the earliest opportunity so the construction works and fit out of the building can continue.</p> <p>NPS have been commissioned to manage the process and work in conjunction with the Project Manager from the Project and Programmes team in City Development. The modular contractor will be selected from a framework contract as a direct call off in line with procurement rules.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>Due to the constrained nature of Moortown PS site and the tight timescales replacing the existing modular with a like for like building is the only solution available.</p>
Affected wards:	Moortown
Details of consultation	<p>Executive Member</p> <p>Cllr Pryor will be briefed during the next stage of the process</p>

undertaken⁴:	Ward Councillors Ward Members will be briefed during the next stage of the process		
	Chief Digital and Information Officer ⁵ N/A		
	Chief Asset Management and Regeneration Officer ⁶ N/A		
	Others Consultation has taken place with Moortown PS, the Sphere Federation and senior officers in Children's & Families and City Development regarding the replacement modular building required for September 2022.		
Implementation	Officer accountable, and proposed timescales for implementation The Head of Learning Systems		
List of Forthcoming Key Decisions⁷	Date Added to List: - N/A		
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision		
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____		
Publication of report⁸	If not published for 5 clear working days prior to decision being taken the reason why not possible: N/A		
	If published late relevant Executive member's approval Signature _____ Date _____		
Call In	Is the decision available ⁹ for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public: The approval of this report constitutes an 'Significant Operational Decision' and therefore it is not subject to call in.		

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

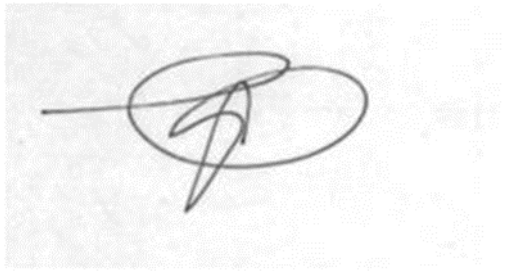
⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

⁷ See Executive and Decision-Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁸ See Executive and Decision-Making Procedure Rule 3.1. Complete this section for key decisions only

⁹ See Executive and Decision-Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call in. Key decisions are always available for call in unless they have been exempted from call in under rule 5.1.3.

Approval of Decision	Authorised decision maker ¹⁰ Viv Buckland – Head of Learning Systems	
	Signature 	Date: 29/7/22

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.