



Officer Decision Record – Key Decision

Key decisions taken by an officer are subject to the 5 day call in period from circulation to Members, and therefore the decision will be released for implementation following the call-in period and no call in being received

1. Cabinet date and copy resolution this key decision relates to

Cabinet on the 9th of March 2022

That authority be delegated to the Executive Director for People, Health and Care in consultation with the Portfolio Holder for Children and Education to:

1. Approve the continuing rolling programme of identified highest priority condition works within the Schools Capital Maintenance Programme.
2. Approve the programme of new pupil places schemes to ensure that the Local Authority has sufficient and suitable school places to meet its statutory responsibility in accordance with the Education Act and the demand for local places due to new housing developments. This program includes the need for two new 210 place primary schools, as well as expanding some of the Local Authority's existing sites by the creation of a further 150 pupil places at Cleethorpes Academy, and 245 pupil places across Laceby and New Waltham schools.
3. Approve the programme of works within the High Need Programme.
4. Commence procurement exercises where necessary in connection with the above, and to appoint suitable providers to run two new proposed 210 place primary schools to include award, mobilisation and implementation at the appropriate time.
5. To carry out all ancillary activity reasonably arising from the above.

6. That the Assistant Director Law, Governance and Assets be authorised to execute any documentation arising from the above recommendations.

2. Subject and details of the matter (to include reasons for the decision)

Approval is sought to award a contract for the following works at Enfield Primary Academy, School expansion to Unibuild Ltd.

An indicated cost of £1.2m was allocated for increasing the capacity of Enfield School from the school's capital programme funding, sufficiency of school places.

The tender has come back within budget at £523,879.88 with associated fees, direct costs, legislative consents and contingency costs at £656,610.10

3. Decision being taken

Cabinet on the 9th March 2022 approved the Schools Capital Programme for 2022 and beyond. The cabinet report gave a detailed breakdown of schemes and budget allocations attributed to each scheme. The scheme identified for Enfield Primary is an expansion and remodelling of the site to enable the school to increase pupil places by 35 places to meet the growing demand for provision within this area of the borough.

4. Is it an Urgent Decision? If yes, specify the reasons for urgency. Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.

Yes. The scheme is time sensitive with regard to the contractor's programme and the LA phasing of the works due to the site being an operational school.

5. Anticipated outcome(s)/benefits

This is a identified school expansion scheme as captured within the Schools Capital Programme, which will increase the capacity of the school by 35 places.

6. Details of any alternative options considered and rejected by the officer when making the decision (this should be similar to original cabinet decision)

There are no alternative options to present for consideration

7. Background documents considered (web links to be included and copies of documents provided for publishing)

A tender report has been produced for this project and presented to the Schools Asset Team and the programme and allocated sums are captured in the Education and Inclusion Board.

The procurement of this scheme has gone to all the relevant framework contractors for pricing.

This work has been viewed by the contractors who have in turn submitted their costs. We are happy with the price and believe the tender report shows how competitive this price is.

8. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

No

9. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

No

10. Monitoring Officer Comments (Monitoring Officer or nominee)

The decision is consistent with the Cabinet decision and delegations. It has followed a compliant process via an approved procurement framework. Legal Services will support as necessary.

11. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The cost of the works will be met through the Council's approved Capital Investment Programme. £0.3m will be met from a contribution from Enquire Learning Trust, with the balance to be met from the Council's Basic Need Sufficiency of Places capital budget, which is funded through a mixture of Government Grant, Section 106 contributions and Council borrowing.

12. Human Resource Comments (Head of People and Culture or nominee)

There are no direct HR implications.

13. Risk Assessment (in accordance with the Report Writing Guide)

Risk assessment is identified as a part of the council's risk process under the Basic Need programme. Further risk assessments will be picked up by EQUANS and the contractor for the works.

14. Has the Cabinet Tracker been updated with details of this decision?

15. Decision Maker(s):

Name: Janice Spencer

Title: Director of Children's Services

Signed: REDACTED

Dated: 2nd May 2023

**16. Consultation carried out with
Portfolio Holder(s):**

Name: Cllr Margaret Cracknell

Title: Portfolio Holder for Children and
Education.

Signed: REDACTED

Dated: 3rd May 2023

**17. If the decision is urgent then
consultation should be carried out
with the relevant Scrutiny
Chair/Mayor/Deputy Mayor**

Name: Cllr Paul Silvester

Title: Chair of children and Lifelong
Learning Scrutiny Panel

Signed: REDACTED

Dated:

4th May 2023

Key Decisions are defined in the Constitution as:

A decision (whether taken collectively or individually by members) which is likely:

- (i) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards.

A decision will be considered financially significant if:

- (i) in the case of revenue expenditure, it results in the incurring of expenditure or making savings of £350,000 or greater;
- (ii) in the case of capital expenditure, the capital expenditure/savings are in excess of £350,000 or 20% of the total project cost, whichever is the greater

In determining whether a decision is significant in terms of its effect on an area comprising two or more wards, consideration shall be given to:

- (i) the number of residents/service users that will be affected in the wards concerned;
- (ii) the likely views of those affected (i.e. is the decision likely to result in substantial public interest)
- (iii) whether the decision may incur a significant social, economic or environmental risk.