

## APPENDIX 2

### OFFICER DECISION RECORD 2 FORM

This form should be used to record Officer Decisions which have a financial impact (income/expenditure) between £25k - £100k.

Decision Reference No: RE19 0021

#### BOX 1

**DIRECTORATE:** Regeneration and Environment

**DATE:** 9 April 2019

**Contact Name:** Christopher Smith

**Tel. No.:** 01302 734502

**Subject Matter:** Capital Programme Budget 2019/20

#### BOX 2

##### DECISION TAKEN:

Approval to use £75k of the Retained Buildings Capital Programme Budget 2019/20 to progress the replacement of faulty heating and hot water system at Denaby Family Hub.

#### BOX 3

##### REASON FOR DECISION AND ALTERNATIVE OPTIONS CONSIDERED AND REJECTED:

The Council has a responsibility for all public buildings and investment is required to ensure the Council meets its statutory responsibilities ensuring these buildings are safe and fit for purpose.

Following consultation with the relevant stakeholders the following schemes have been identified as priorities to be included in this programme.

1. Denaby Family Hub replace faulty heating and hot water system

Total cost of this scheme is £75k, the remainder of the budget will be subject to further ODRs.

The only options are to progress the schemes or not. It is recommended the schemes are progressed to ensure the Council continues to meet its statutory responsibilities and that service delivery is not adversely affected.

**BOX 4  
BACKGROUND PAPERS**

Denaby Family Hub is used by various Council teams and partner agency's to provide services to the surrounding area.

Over the winter we have had various issues with the heating and hot water system with areas of the building unable to be heated. Hot water throughout the building is tripping out daily and needing to be reset by site most days.

After taking advice from our electrical and mechanical inspectors with regards to the issues I was advised to have the full system replaced due to the age and faults that are now occurring on a regular basis with some faults not able to be repaired.

**YES/NO (If YES please list and submit copies with this form)**

**BOX 5  
FINANCIAL IMPLICATIONS:**

The capital spend will be funded from the Retained Public Building investment programme block allocation and reprioritised allocations from within the programmes schemes. The £75k allocation for Tom Hill Youth Club fencing is profiled for 2019/20.

A new capital scheme should be created and added to the R&E capital programme with funds being transferred out of the block budget or re-profiled from existing schemes within the programme.

By completing these works other intended schemes should be reviewed/re profiled to ensure costs can be maintained within the allocation.

**Name: Marion Berrett Signature: \_ Date: 29<sup>th</sup> April 2019**

Signature of Chief Financial Officer and Assistant Director of Finance (or representative)

**BOX 6  
INFORMATION NOT FOR PUBLICATION:**

It is in the public's interest to be aware of this decision record under the Freedom of Information Act 2000, therefore this decision will be published in full, redacting only signatures.

**Name: A J Rowbotham\_ Signature: \_ Date 1<sup>st</sup> May 2019\_\_\_\_\_**

Signature of FOI Lead Officer for service area where ODR originates

**BOX 7  
AUTHORISATION:**

**Signed: Dave Wilkinson**

**Date: 2 May 2019**

Assistant Director Trading and Property Services

Does this decision require authorisation by the Chief Financial Officer or other Officer?

YES/NO

If yes please authorise below:

**Signed: Matthew Smith**

**Date: 3 May 2019**

Director/Assistant Director of \_\_\_\_\_

**Consultation with Relevant Member(s)**

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Designation \_\_\_\_\_

(e.g. Mayor, Cabinet Member or Committee Chair)

**Declaration of Interest YES/NO**

**If YES please give details below:**

**PLEASE NOTE THIS FORM WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE IN FULL UNLESS IT CONTAINS EXEMPT OR CONFIDENTIAL INFORMATION**

Once completed a PDF copy of this form along with any relevant background papers should be forwarded to Governance Services at [Democratic.Services@doncaster.gov.uk](mailto:Democratic.Services@doncaster.gov.uk) who will arrange publication.

It is the responsibility of the decision taker to clearly identify any information that is confidential or exempt and should be redacted before publication.