

## OFFICER DECISION RECORD 1 FORM

This form should be used to record Officer Decisions in Excess of £100k (but below the key decision threshold), or where required by Financial, Contract or other Procedure Rules or following formal delegation from Cabinet or a Cabinet Member or a Council Committee.

**Decision Reference No: 1920009**

### Box 1

**DIRECTORATE:** Learning &  
Opportunities – Children & Young People

**DATE:** 7<sup>th</sup> May 2019

**Contact Name:** James Hopper

**Tel. No.:** 01302 737764

**Subject Matter:** Schools Roofing Programme 19/20

### BOX 2

#### DECISION TAKEN

Following cabinet approval on 12th Feb 2019 and full council approval on the 4th March of £241,785 funding for the School Roofing Programme, which will ensure schools are warm, weather tight, safe and not at risk of closure at short notice, approve the drawdown of these funds for the delivery of the 2019/20 programme.

### BOX 3

#### REASON FOR THE DECISION

This follows on from the 17/18 and 18/19 Schools Roofing Programme, issues that have become a priority since the original programme was established. This phase of the programme will cover the same building elements as the initial programmes replacing or repair roofs that have become a persistent target for patch repairs. The work is identified through the annual building surveys and a review of any data that has been collected through call outs or emergency repairs as well comments from regulatory inspections (OFSTED and Safeguarding). By delivering the programme DMBC will ensure the school buildings remain open and ensure pupil places are not at risk due to condition issues within the premises. The work will also ensure that work to electrical and mechanical infrastructure as well as the general fabric of the building is protected.

The original consultation undertaken was:

The CYPS Capital Monitoring Group has been consulted regarding this proposal. This group includes officers representing service areas with responsibility for various CYPS capital assets, Technical Services and Corporate Resources.

Schools Forum has been consulted. Further updates will be provided as the programme progresses.

Individual schools will be consulted on the proposed programme of works before the final programme is agreed. This will ensure that no urgent items are missed. It is also intended that there will be sufficient flexibility within the programme to incorporate missed or unknown issues that arise during the programme

Drawing the funding is sought to allow the delivery of these projects.

#### **BOX 4**

##### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

Not approve draw down of the funding and not deliver the new programme

#### **BOX 5**

##### **LEGAL IMPLICATIONS**

Section 1 of the Localism Act 2011 provides the Council with a general power of competence, allowing the Council to do anything that individuals generally may do. Section 111 of the Local Government Act 1972 gives an Authority power to purchase goods and services.

The work is identified in the report as necessary to meet statutory obligations. Procurement of all works, goods and services should be compliant with the Council's Constitution including CPRS and FPRS .

**Name: Paula Ablett    Signature:     Date: 03.06.19**

Signature of Assistant Director of Legal and Democratic Services (or representative)

#### **BOX 6**

##### **FINANCIAL IMPLICATIONS:**

###### **Capital**

The 2019-20 LOCYP Capital Programme contains an allocation of £241,785 to support work on school roofs as per the detail in Appendix A below. This allocation was approved through budget setting at full Council on 4th March 2019.

This scheme is being funded from the DfE Schools Condition Allocation Grant. This grant although unringfenced is provided for schools capital maintenance issues. These projects therefore are directly in line with the purpose for which the grant is given. For 2019/20 Doncaster MBC has been allocated £1.4m for this purpose. This grant along with unallocated 2018/19 Capital Maintenance Grant is funding these projects in 2019/20.

All schools are asked to contribute 10% towards the cost of any work at their school. Any financial contributions from Schools should be agreed in writing prior to commencement of works.

**Revenue**

There are no revenue implications of this decision to the Local Authority. If there are any additional revenue costs then the individual schools will have to meet these from their existing budgets.

**Name:** David Armistead **Signature:** [REDACTED] **Date:** 03/06/2019

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

**BOX 7****OTHER RELEVANT IMPLICATIONS**

**Name:** **Signature:** **Date:**

Signature of Assistant Director (or representative)

**ANY IMPLICATIONS SENT TO DEPARTMENTS SHOULD GENERALLY BE SUBMITTED AT LEAST 5 WORKING DAYS IN ADVANCE TO ENSURE THESE CAN BE GIVEN THE RELEVANT CONSIDERATION.**

**BOX 8**

**EQUALITY IMPLICATIONS:** (To be completed by the author).

None Identified

**BOX 9**

**RISK IMPLICATIONS:** (To be completed by the author)

Individual school Governing Bodies continue to be responsible for the day to day maintenance of school buildings. Each school's revenue budget includes an element for day to day maintenance and schools should continue to ensure that where possible day to day repairs are undertaken in a manner so as to avoid smaller issues escalating into larger more costly issues.

In addition, although much reduced, schools will continue to receive a Devolved Formula Capital allocation. In the first instance the Council will require that this should be used to contribute to the cost of 'Urgent' projects at the school that are to be funded from the Capital Maintenance budget.

Similarly, schools with large unallocated surpluses will be expected to prioritise this towards essential Urgent repairs.

It is assumed that the Diocese will, with the Council, prioritise the LCVAP funding towards Urgent repairs and therefore minimise any call on the Capital Maintenance budget. However, it cannot be guaranteed that the VA sector would not require support from the Capital condition fund should any unexpected Urgent issues arise at these schools.

This programme excludes schools that have already converted to Academy status. However, it is acknowledged that some funding may be allocated to schools that may subsequently convert to Academy status. Where this occurs any confirmed projects will be honoured.

### Cost estimates

The cost estimate for this project is based on preliminary designs and understanding of the work required on each project. Actual costs will be better understood when the final quotes and designs of the individual projects is further advanced, enabling better pricing by the Councils DLO. As such, there is a risk that the budget may be insufficient and changes may be made to the appendix A list

### Not approving this ODR

If this ODR is not approved the work will be delayed because codes will not be issued in time for the peak time around the Summer holiday programme. This will affect the ability to deliver the majority of the projects at appropriate times to limit the impact on schools.

## **BOX 10 CONSULTATION**

### Officers

(In addition to Finance, Legal and Human Resource implications and Procurement implications where necessary, please list below any other teams consulted on this decision, together with their comments)

### Members

Under the Scheme of delegation, officers are responsible for day to day operational matters as well as implementing decisions that have been taken by Council, Cabinet, Committee or individual Cabinet members. Further consultation with Members is not ordinarily required. However, where an ODR relates to a matter which has significant policy, service or operational implications or is known to be politically sensitive, the officer shall first consult with the appropriate Cabinet Member before exercising the delegated powers. In appropriate cases, officers will also need to consult with the Chair of Council, Committee Chairs or the Chair of an Overview and Scrutiny Panel as required. Officers shall also ensure that local Members are kept informed of matters affecting their Wards.

Please list any comments from Members below:

No comments received

## **BOX 11 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 signature only.

**Name:** James Hopper

**Signature** 

**Date:** 7<sup>th</sup> May 2019

Signature of FOI Lead Officer for service area where ODR originates

## **BOX 12 BACKGROUND PAPERS**

Please confirm if any Background Papers are included with this ODR **NO**

(If YES please list and submit these with this form)

**BOX 13  
AUTHORISATION**

**Name: Damian Allen      Signature: [REDACTED]      Date: 25/06/2019**

Director of People

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

**NO**

**If yes please authorise below:**

**Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

Chief Executive/Director/Assistant Director of \_\_\_\_\_

**Consultation with Relevant Member(s)**

**Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**Designation \_\_\_\_\_**

**(e.g. Mayor, Cabinet Member or Committee Chair/Vice-Chair)**

**Declaration of Interest    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 and 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.**

<b>Appendix A – School Roofing Programme Schemes 2019-20</b>	
Park Primary	35,000
Thorne King Edward	31,000
Wadworth Primary School	60,000
Kirton Lane	115,785.25
<b>TOTAL</b>	<b>£241,785.25</b>