

SCHEMES OF DELEGATION OF FUNCTIONS RECORD OF DECISION

1. Scheme Information:	
a. Decision Reference Number:	EFS-PR-16-27
b. Decision Type (Proposed or Actual):	Actual
c. Scheme under which decision is to be made	B1
d. Paragraph Number:	2.1
e. Does this Decision contain Exempt Information? If so, provide details with reference to paragraph(s) 12 to 18, Part 4 and paragraphs 19 to 21, Part 5 Schedule 12A, Local Government Act 1972.	No
f. Does this Decision contain "Confidential information:	No
2. Details of Decision (including: Any public interest test undertaken in relation to Part 1(e) above; equalities implications and details of any assessment undertaken)	
<p>To authorise an increase in the Council's Capital budget for the remodelling to the Hub offices at Coleg Cymunedol y Dderwen, the difference to be funded from a contribution from the Education and Family Support revenue budget.</p>	
3. Reason for Decision (including any reasons for urgency which led to the implementation of the decision before the preparation of this record or before the expiry of 3 working days after the publication of the decision to which call-in provisions apply):	
<p>The Director of Education and Family Support is seeking to undertake remodelling to the Hub offices at Coleg Cymunedol y Dderwen as the current working arrangements are not fit for purpose. This project will make for an improved integrated, open plan working environment.</p> <p>The works comprise of removal/demolition of walls, new ceilings/lighting and the provision of a new kitchen area, together with new ICT set up arrangements, new furniture layout and fittings.</p>	

Council agreed in May 2016 to include the scheme within the capital programme, with the budget of £40,000 funded from an earmarked reserve set aside at the end of 2015-16. Following a recent tender exercise it has been determined that the total actual cost is more likely to be in the region of £73,000. This additional funding will need to be found from within existing Education and Family Support revenue budget allocations.

Due to the need to complete this work during the school summer holiday period it is not possible to wait for Council approval for an increased budget in September/October.

The Financial Procedure Rules within the Council's Constitution state in respect of capital:

3.4.10 - Urgent expenditure not included in any budget approval may only be incurred with the approval of the Chief Finance Officer.

Authorisation is sought for approval to revise the capital programme for 2016/2017 to reflect the increased costs for this scheme.

4. Details of Consultation undertaken prior to the decision or, if none reasons why none undertaken:

Officers within Finance
 Officers within Property in the Communities Directorate
 Officers within the Education and Family Support Directorate

5. Details of any interest declared in relation to the decision:

a. by any Cabinet Member consulted in relation to the Decision:

None

b. by any Cabinet Member who would have been the Decision maker except for the declaration of such an interest:

None

c. details of any dispensation granted by the Standards Committee in respect of interest declared:

None

6. Contact Details:	Case Officer	Decision-Maker
a. Name:	Gail Hunt	Mark Shephard
b. Job Title/Role:	Facilities Manager, Property Services	Assistant Chief Executive – Communities
c. Telephone Number:	01656 642646	01656 643380
d. E-mail Address:	Gail.Hunt@bridgend.gov.uk	Mark.shephard@bridgend.gov.uk
e. Date Decision made:		1 st August 2016
f. Signature:		Mark Shephard

Notes:

1. Electronic copies of this form must be sent to Democratic Services - Committees (cabinet_committee)

7. Decision Administration Information (Cabinet & Committee Services use only)

a. Date received	<input type="text" value="01/08/16"/>
b. Confirmation of Urgency	<input type="text" value="-"/>
c. Date published	<input type="text" value="01/08/16"/>
d. End of Call - In period (Scheme A & B1 only)	<input type="text" value="N/A"/>
e. Decision Called in.	<input type="text" value="-"/>
f. Effective date of Decision.	<input type="text" value="01/08/16"/>