

**SOMERSET COUNCIL
EXECUTIVE ARRANGEMENTS MEMBER / OFFICER DECISION RECORD**

KEY DECISION RECORD

2023 – 2024 Corporate Building Condition Programme

Executive Member (s): Cllr Ros Wyke – Lead Member for Economic Development, Planning and Assets

Local Member(s) and Division: All

Lead Officer: Oliver Woodhams – Service Director, Strategic Asset Management

Author: Andrew Wilson, Corporate Building Surveyor, Strategic Asset Management

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Date of decision: 29 June 2023

Date of publication of decision: 30 June 2023

Date decision comes into force: 10 July 2023

1. Executive Lead Member Key Decision

The Lead Member for Economic Development, Planning and Assets:

- a. Authorised the appropriate officers (Service Director Strategic Asset Management, Corporate Surveyor, Strategic Manager – Estates) in the Strategic Asset Management function, under delegation, to agree projects for inclusion in the Corporate Building Condition Programme within the allocation of capital funds for 2023/24 as approved by Full Council on 22nd February 2023 based on prioritisation of need, to commission and deliver the agreed projects for the programme and (in consultation with relevant officers from the Procurement function) to decide on the most appropriate means of procurement in each case;
- b. Authorised the appropriate officers in the Strategic Asset Management function, in consultation with relevant officers from the Procurement function under delegation to competitively procure all contracts relating to the capital projects, in accordance with the Authority's Contract Procedure Rules and public procurement law;
- c. Authorised the appropriate officers in Strategic Asset Management function under delegation, to expend up to a value of £50,000 or 10% of the project value, (whichever is the lesser) on each individual project for feasibility and initial design costs and fees.

Signed by:

Executive Lead Member for Economic Development, Planning and Assets

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- 2. Reason for Decision(s)**
As set out in the Officer's report
- 3. Reason(s) for Urgency**
None
- 4. Details of any alternative options considered and rejected**
As set out in the attached report
- 5. Any relevant Personal Interest that the Executive Lead Member may have under the Council's Code of Conduct for Members**
None
- 6. Details of any conflict(s) of interest declared by an Executive Lead Member consulted about the proposals and any dispensation from Chief Executive**
None
- 7. Other background information considered by the Executive Lead Member before making this decision**
Consultation representations and comments received from Somerset Council
Elected Members