

List of Decisions taken by Officers in Infrastructure Delivery Team Functional Area

To be kept by every Executive Support Officer on behalf of each function. Decisions taken with a value of over £500,000 do not have to be listed here as they can only be taken by an Executive Director and must be the subject of a published report.

Date	Name and Job Title of the Officer taking the decision	Decision taken	Reasons for decision <i>NB: If there is a report which sets out the reasons then please refer to the report i.e. date, title, author</i>	Options considered <i>NB: If there is a report which sets out the reasons then please refer to the report i.e. date, title, author</i>	Any conflict of interests and details of any dispensation granted
November 29 th , 2023	Elliot Smith, Head of Infrastructure Delivery and Facilities Management	<p>Additional Works at Wickford Pupil Referral Unit (PRU) (the installation of new ventilation and cooling units within four rooms in the existing building):</p> <p>To approve the total project cost of this scheme and the placing of the project contract with NCC Mechanical Services.</p>	<p>The Wickford PRU project was completed in March 2022. With the building now completed and having been in use for over a year, it has become apparent that some spaces are lacking in the correct ventilation strategy. Sufficient data has now been captured to identify the issues and the solution.</p> <p>The situation has come about because</p>	-	-

			<p>the procurement and design of the project were carried out during the very early stages of the Covid Pandemic, during the first lockdown period, and the novel use of 'Teams' technology to review and discuss the details of the project design was unfamiliar for all the project team and stakeholders.</p> <p>Although the contractor has designed the building in accordance with the documentation provided at the time, . it is recognised that certain aspects of the ventilation strategy were miscommunicated between ECC, the end user, and the appointed Contractor. As a result,</p>		
--	--	--	--	--	--

			information which may have prevented the overheating of certain rooms is likely to have been missed.		
--	--	--	--	--	--