

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

Reference Number:	2012
Author:	Sarah White
Department:	Development
Contact:	Sarah White (Job Title: Project Manager, Email: sarah.white1@nottinghamcity.gov.uk, Phone: 01158763410)
Subject:	Additional funding towards the upgrade of Dunkirk Primary School kitchen
Total Value:	£74,500 (Type: Capital)
Decision Being Taken:	Approve additional funding towards the reconfiguration and upgrade of Dunkirk Primary School kitchen.
Reasons for the Decision(s)	<p>From September 2014, there is a requirement to provide free school meals for all Key Stage 1 children. A number of kitchens across the City were identified as not having sufficient capacity to cater for these children and funding has already been allocated to improve or expand these kitchens.</p> <p>Dunkirk Primary School is one school where an upgrade and reconfiguration of the kitchen is required to provide these additional meals. Funding has already been approved on the basis that the kitchen needed additional equipment and reconfiguration. However, as the design has developed, it has become clear that additional works must be undertaken in order to ensure that the kitchen complies with the relevant legislation. In particular, extensive works must be undertaken to improve the ventilation within the current kitchen area and this cannot be undertaken with additional refurbishment works. This additional work was only identified after funding was approved and substantially increases the cost and scope of the project; there is sufficient funding to reconfigure the kitchen but it will not be compliant with legislation unless the additional works are completed. Currently, the Catering team are operating a temporary solution to deliver the required meals but this cannot be sustained in the long term.</p> <p>The kitchen works will require an additional £74,500 in funding. This funding can be allocated from the Free School Meals capital programme, where savings on other schemes have been achieved as detailed in Appendix A. Minor alterations to the capital programme must be made to enable this funding to be allocated, as set out in Appendix A.</p> <p>Approval has already been given in a previous report to procure the works using the East Midlands Property Alliance (EMPA) framework managed by Scape.</p>
Briefing notes documents:	Appendix A - Dunkirk kitchen reallocation of funding.docx

<b>Other Options Considered:</b>	<p><b>Option 1: Do not approve the additional funding. The kitchen will be expanded but will not comply with current legislation.</b></p> <p><b>Option 2: Approve the additional funding. The kitchens will be expanded and will comply with current legislation. This is the preferred option.</b></p>
<b>Background Papers:</b>	None
<b>Published Works:</b>	<p><b>DDMF - 1496 'Building works to expand school kitchens to deliver the Universal Free School Meals in Key Stage 1'</b></p> <p><b>DDMF - 1423 'Works to expand capacity in school kitchens'</b></p> <p><b>DDMF - 1733 'Additional funding towards the expansion of Crabtree Farm Primary School kitchen'</b></p>
<b>Affected Wards:</b>	Dunkirk and Lenton
<b>Colleague / Councillor Interests:</b>	None
<b>Consultations:</b>	Those not consulted are not directly affected by the decision.
<b>Crime and Disorder Implications:</b>	There are no implications on crime and disorder
<b>Equality:</b>	EIA not required. Reasons: An Equality Impact Assessment was undertaken for the previous DDM report. This report does not alter this assessment.
<b>Social Value Considerations:</b>	The EU threshold is not exceeded.
<b>Decision Type:</b>	Portfolio Holder
<b>Subject to Call In:</b>	Yes
<b>Call In Expiry date:</b>	04/06/2015
<b>Advice Sought:</b>	Legal, Finance, Procurement

**Legal Advice:** This report does not raise any significant legal issues as it is understood from discussions with the report author that the additional cost was identified after the original budget was set rather than as a consequence of any failure on the part of the project designer or contractor. The major programmes team has amended its processes to mitigate the risk of this happening again. Advice provided by Andrew James (Team Leader Contracts and Commercial) on 27/04/2015.

**Finance Advice:** This report requests an additional £74.5k for the reconfiguration of the school kitchen at Dunkirk Primary School. The current capital programme includes a number of schemes specifically for kitchen improvements; there are also a number of savings within these and it is proposed that the additional funds required for Dunkirk utilise these savings therefore, having no impact on the overall capital programme totals. Advice provided by Tina Adams (Capital and Taxation Manager) on 22/05/2015.

**Procurement Advice:** There are no significant procurement concerns with this decision. The EMPA framework agreement provides a compliant and value for money option to undertake the additional works. Advice provided by Sue Oliver (Category Manager - Procurement) on 21/05/2015.

**Signatures**

Sam Webster (Portfolio Holder for Schools)
SIGNED and Dated: 28/05/2015
Alison Michalska (Corporate Director for Children and Adults)
SIGNED and Dated: 28/05/2015