

# Chief Officer Decision Notice

For non-key decisions



Notice is hereby given that the following Chief Officer Decision has been made, as delegated by the Cabinet/Cabinet Member or under their delegated authority in the Council's Constitution.

## 1. NOTICE FOR PUBLICATION (this section is published on the website)

<b>Title of decision</b>	<b>MEADOW HIGH SCHOOL EXPANSION (TWO SITE) PROJECT (sites located at Royal Lane, Uxbridge and Northwood Road, Harefield): Meadow-Royal Lane Site: Construction Management team appointment.</b>
<b>Name and Title of Chief Officer(s) making the decision</b>	<b>Corporate Director of Homes and Communities (on behalf of the Corporate Director of Place):</b>
<b>Directorate</b>	Place Directorate
<b>Reference No.</b>	1380
<b>Date of decision</b>	26 March 2025
<b>Relevant Wards</b>	Colham & Cowley and Harefield

## Details of Decision Taken

<b>Decision</b>	<b>That the Corporate Director of Homes and Communities (on behalf of the Corporate Director of Place):</b>  <b>Agrees the direct appointment of Pellings LLP for £456,552.73 to provide the construction management team for the delivery of the remaining work at the Meadow-Royal Lane site to completion.</b>
<b>Reason for decision</b>	<p>This Chief Officer decision supports the planned expansion of Meadow High School, which will increase the number of Special School places for pupils with Moderate Learning Difficulties and Autism (MLD and ASD) can be provided within the Borough. This is one of the projects in the Dedicated School Grant (DSG) Deficit Recovery Plan. This initiative will also help reduce the Council's reliance on expensive independent Special School places, thereby saving revenue expenditure for the Borough. In summary, the proposed works consist of the following:</p> <ul style="list-style-type: none"><li>○ Relocating some pupils from Meadow High School to the unused Harefield Academy boarding block (which is separate and apart from the main Academy building), which will be rebuilt to become a satellite unit that is directly managed and run by Meadow High School;</li></ul>

	<ul style="list-style-type: none"> <li>Providing a new classroom block at Meadow High School to replace the existing temporary modular classrooms, which are currently in poor condition and no longer suitable for us</li> </ul> <p>Following the original contractor going into administration, Cabinet Members on 7 February 2025 decided for the Council to progress the project directly. Part of their decision was to approve the allocation of £600k from the project budget for the procurement of a construction management team for the delivery of the remaining works at the Meadow-Royal Lane site to completion and seek agreement to directly appoint the management team [as set out in the report].</p> <p>This decision now takes forward the construction management team appointment to ensure the programme, quality, and budget, is achieved with the appropriate skill base that provides the surety of delivery. This will allow the Council to continue with the main works following the completion of the Watertight Works through to completion of the project.</p>
<b>Alternative options considered and rejected</b>	Not completing the much-needed additional SEND capacity provided by the Meadow High School scheme, at Meadow-Royal Lane for the start of the September 2025 school year would result in substantial costs to the Council in educating pupils with special education needs outside of the borough.
<b>Factors considered</b>	<p>To appoint a Construction Management team, officers looked at both an agency route specialising in the placement of construction personnel and, a consultancy appointment to provide a construction management team through a mini tender expression of interest on the Hillingdon Framework.</p> <p>Both options were extensively considered and the one with the appropriate skill base and resource that provided the greatest surety of delivery is the consultancy construction management option.</p>
<b>Report Author &amp; Directorate</b>	Tim Martin – Place Directorate.

## Legal and Finance Comments

<b>Finance comments</b>	Remaining capital release for both Meadow School sites is £18,702k from which includes the estimated cost for construction of £5,954 for the Meadow Royal Lane site. The Pellings LLP £457k appointment being part of the construction works budget. This contract award will be replacing the main contractor project management costs that is always part of the main construction contract cost.
<b>Finance Officer name and Title</b>	Yasmeen Hasan Capital Finance Business Partner 06/03/2025
<b>Legal Comments</b>	The Council's Procurement and Contract Standing Orders ordinarily require competitive tenders to be sought before a contract is awarded. However, Standing Order 4.1(c) confirms that the use of established compliant frameworks is authorised and the requirement for obtaining

	<p>best value and adequate competition, competitive tenders or quotations shall therefore not be required.</p> <p>Legal Services confirms that there are no legal impediments to the Council awarding the contract directly to Pellings LLP for the delivery of the remaining works at the Meadow-Royal Lane site</p>
<b>Legal Officer Name and Title</b>	<p>Neena Sharma</p> <p>Deputy Principal Lawyer for the Contract, Property and Planning Team &amp; Contract Lawyer</p> <p>06.03.2025</p>

## Appendices / report attached

<b>List here any report / appendices / e.g. tender evaluations or other documentation to be included in support of this decision</b>	Exempt officer report
<b>Exempt Classification</b>	That this report be declared as exempt from publication as it involves the disclosure of information in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended), in that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information) and that the public interest in withholding the information outweighs the public interest in disclosing it.

## Cabinet Member & other Chief Officer consultation

<b>Name and Title of any other Chief Officer(s) you have consulted with and as per any delegation.</b>	Gary Penticost- Director of Operational Assets Corporate Director of Finance on 26 March 2025.
<b>Name and Title of the Cabinet Member you have consulted, and as per any delegation</b>	Leader and relevant Cabinet Members were consulted as part of the 7 February 2025 decision and as part of their overall project decisions and delegations shown, supported the commissioning of the construction management team.
<b>Any conflicts of interest declared by the Chief Officer making</b>	N/A

<p><b>this decision and/or Cabinet Member who is consulted by the officer which relates to the decision - or if dispensation by the CEO was granted to them.</b></p>	
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## Authority for this decision

<p><b>Detail authority from Cabinet or under delegated authority in the Constitution / Officer Scheme of Delegations</b></p>	<p>Cabinet Members on 7 February 2025 made formal decisions on the project and, in respect of this decision, the following resolutions apply:</p> <ol style="list-style-type: none"> <li>1. Approved the allocation of £600k from the project budget for the procurement of a construction management team for the delivery of the remaining works at the Meadow-Royal Lane site to completion and seek agreement to directly appoint the management team [as set out in the report] and;</li> <li>2. Agreed to delegate all future decisions to procure and spend monies on the remaining works and services needed to complete the construction of the Meadow High School Expansion (2 site) Project (Meadow-Royal Lane and Meadow-Northwood Road) to the Corporate Director of Place, in consultation with the Corporate Director of Finance, Cabinet Member for Corporate Services &amp; Property and Cabinet Member for Finance and Transformation:</li> </ol> <p>Public decision notice:</p> <p><a href="https://hillington.sharepoint.com/:b:/s/CabinetMemberDecision/EUzoQbBmJqVGtFQlxZJKimwBNGSq1sM6enYnz3-9G-XKQQ">hillington.sharepoint.com/:b:/s/CabinetMemberDecision/EUzoQbBmJqVGtFQlxZJKimwBNGSq1sM6enYnz3-9G-XKQQ</a></p>
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## 2. APPROVAL (published on website)

**Report author** - complete the Notice above, and along with any supporting appendices or report send it to the Chief Officer to decide.

**Chief Officer making the decision** - please review the draft decision notice above (section 1), amend if required, along with all information provided. Indicate above whether you have a conflict of interest or not. When you wish to approve this, please sign/date below indicating your approval, then follow next steps....

***Signed on behalf of Karrie Whelan Director of Place by Daniel Kennedy Corporate Director, Homes and Communities. Transfer of delegation authorised by the Chief Executive.***

## Formal approval by Chief Officer making the decision

A handwritten signature in black ink, appearing to read 'PP', is shown within a white rectangular box.

**Signed: PP**

**Date: 26/03/25**

*Corporate Director, Homes and Communities*