

Record of decisions taken by an officer under Standing Order 54 – urgent decision making



Title:	COVID-19 Surrey County Council Response to Covid – Headley Court
Key Decision:	Yes
Reason Key:	£900k estimate of works
Decision taken under delegation by virtue of:	Standing order 54 – urgent decision making

Meeting date/time	<i>Decisions taken during w/c 30/3/2020 (through Surge Planning and Surge Infrastructure Cells)</i>
Meeting title	<i>Covid-19 preparations for reinstatement of Headley Court as a hospital facility</i>

Summary

The Council is responding to the Covid-19 major incident and therefore needs to make urgent decisions to ensure that residents are protected. Urgent decisions taken at the above named meeting are listed below with reasons.

Decision made

Decision made:

It was AGREED that:

1. The former military hospital on the Headley Court site would be reinstated to provide additional capacity for Covid-19 cases.
2. Urgent works were required to complete reinstatement to NHS's specification. A contractor has been identified with the requisite experience and local track record to undertake the same, and Procurement has been engaged to achieve the requisite approvals for their appointment, in line with Cabinet Office note PPN 01/20 '*Responding to Covid-19*'.
3. The value of the works required has been estimated at £750k on the present outline spec, but an initial contingency of £150k has been identified to meet any additional costs that cannot be foreseen at this time, given the pace at which works need to progress. Flexibility will be required to meet any additional expenditure above and beyond that level, should NHS require it to

4. ensure the safe and effective operation of the site as a Covid-19 facility. Discussions are ongoing with the NHS and it is likely that the cost of these works will be able to be recovered from them. In the interim these costs will be charged to property capital budgets and the COVID funding received by the Council from Central Government will be provisionally allocated to finance these costs.

Reasons for Decision:

1. To ensure that additional hospital capacity is available as soon as possible to meet the challenge of caring for Covid-19 patients that cannot be accommodated in operational hospitals
2. To facilitate the finalisation of a JCT Prime Cost Building Contract for the value of the works set out above, with Corrigenda.
3. To ensure that works can, therefore, be executed to provide the facilities needed before the expected surge in cases in mid-April

Decisions taken by:	Joanna Killian, Chief Executive
Decisions taken on:	02 April 2020
To be implemented on:	02 April 2020

Decision taken in consultation with

List those in attendance (engaged with 'virtually')

Leigh Whitehouse, Executive Director Resources
 Tim Oliver, Leader of the Council
 Patricia Barry, Director of Land & Property
 Dominic Barlow, Assistant Director – Corporate Landlord
 Katie Stewart – Executive Director
 Michael Coleman, Assistant Director – Project Delivery
 Nikki O'Connor, Strategic Finance Business Partner (Improvement & TPP/
 Resources), Resources, Finance
 Anders Lundh, Finance Control Manager, Land & Property
 Gavin Pugh, Procurement Manager, Strategic Procurement Team
 Bronwyn Morgan-Giles, Locum Contracts Solicitor, Legal