

## Record of officer decision

<b>Decision title:</b>	<b>Extension of Drainage Management Services contract for Hereford Enterprise Zone</b>
<b>Date of decision:</b>	19 June 2020
<b>Decision maker:</b>	Director for Economy and Place
<b>Authority for delegated decision:</b>	<p>Herefordshire Council's constitution - Scheme of Delegation Part 3 Functions Scheme, Section 7 Officer Functions - 3.7.5 operational decisions.</p> <p>Enterprise Zone Capital Interventions Phase 5 report approved by Cabinet member for corporate strategy and budget on 8 August 2019. Link: <a href="http://councillors.herefordshire.gov.uk/documents/s50068870/Enterprise%20Zone%20Capital%20Interventions%20Phase%205%20-%20draft.pdf">http://councillors.herefordshire.gov.uk/documents/s50068870/Enterprise%20Zone%20Capital%20Interventions%20Phase%205%20-%20draft.pdf</a></p>
<b>Ward:</b>	Dinedor Hill
<b>Consultation:</b>	<p>The contractor was selected in 2018 through an open market tender arrangement meeting the requirements of the Council's contract procedure rules and procurement processes and their selection and appointment was supported by the Council's procurement team. The procurement team has been consulted on the proposed contract extension. They judge this contract extension to be of low value and low risk and are happy to support what has been proposed</p>
<b>Decision made:</b>	To extend the contract with WSP UK Ltd for completion of Drainage Management Services to Hereford Enterprise Zone, at an additional cost of £9,500 up to a total value of £57,138, and for an additional 7 months up until 24 December 2020
<b>Reasons for decision:</b>	<p>WSP UK Ltd were appointed following an open tender exercise via the Council's procurement portal. A contract was issued for £47,638 for the provision of Drainage Management Services for Hereford Enterprise Zone for a period of up to two years from 25 June 2018. This contract is still extant so this represents an extension to that contract.</p> <p>The contract was envisaged to work through a number of individual projects to help facilitate the completion of the preparatory works on unsold areas of the Zone. Its focus was to inform the foul drainage capacity installation, and strategic approach to Sustainable Drainage Systems (SUDs) to enable all the remaining plots to be made ready for sale.</p> <p>However, the foul drainage design work required to connect the Shell Store to the network has proved more complicated and protracted than initially foreseen. This has necessitated multiple additional site visits, surveys and numerous iterations of drawings and designs in order to agree a solution with Welsh Water (the statutory waste water).</p> <p>This particular connection is fundamental to the operability of the Shell Store and has to be progressed as a matter of urgency. There is still a good deal of activity required to complete this individual task to steer the tender and installation of these works including advising on the connection of the adjoining development plot. This project alone will use up the remainder of</p>

	<p>the budget on this contract.</p> <p>However, this will leave no resource to carry out the final component of the original specification - namely the preparation of the North Magazine site. We have secured LEP Growth Deal money to make that site investor-ready this financial year and drainage and SUDs advice are an important part of the masterplanning work for that, which should ideally start now and run in parallel with the Shell Store works.</p> <p>It would be difficult to procure a drainage consultant purely for this task which will be of modest cost and hence limited attractiveness as a stand-alone tender. WSP are very familiar with the locality from the work already undertaken under the existing contract and there is direct applicability to the Shell Store work in particular to what needs to be devised for the larger, next door site.</p> <p>The proposal is to extend the existing drainage contract to accommodate this remaining project and complete the overall strategic review of drainage planning works for the whole HEZ as a consequence.</p> <p>The hourly rates proposed are the same as previously procured and set out in the existing contract.</p> <p>There is sufficient budget available in the Enterprise Zone Capital allocation to meet this increase</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	Re-procuring for this service would have an impact on the timing of the masterplanning of the North Magazine site and would likely incur additional costs.
<b>Details of any alternative options considered and rejected:</b>	Procure a new drainage consultant to review the North Magazine site's requirements. The low value of the contract (under £10k) is unlikely to attract firms of sufficient calibre and with the required expertise to facilitate the project. Any new procurement exercise will take time to deliver and hence slow down the consideration of the North magazine masterplanning exercise and put pressure on the delivery of the objectives associated with Growth Deal funds allocated to that work. As such this option was rejected
<b>Details of any declarations of interest made:</b>	None

Signed

Richard Ball  
DIRECTOR FOR ECONOMY AND PLACE

Date: 19 June 2020