

Record of officer decision

Decision title:	Purchase Branded Market Gazebos as part of the streetscape and green infrastructure elements of the Hereford City Centre Improvements (HCCI)
Date of decision:	30 August 2021
Decision maker:	Interim Director for Economy and Place
Authority for delegated decision:	<p>On 3 December 2020 the Cabinet Member for Infrastructure and Transport took a decision to authorise the following works to be progressed:</p> <p>(b) The Hereford City Centre Improvements project is progressed to develop and deliver the following initial elements within a budget of £1.65m (as detailed in paragraph 49 of the report):</p> <p>(i) A package of streetscape and green infrastructure elements, including improvement to market and event facilities for the Hereford City Centre Improvements (HCCI) area are identified and delivered as outlined in paragraph 19.</p> <p>(ii) A review of the design for the public realm improvements in the remaining High Town area be undertaken;</p> <p>(iii) The outline design for the Cathedral and River Wye quarter area is undertaken, to include stakeholder engagement and public consultation of the proposals;</p> <p>(iv) Further materials for the High Town area be procured in the event that expenditure on items (i) to (iv) above is forecast to be insufficient to meet the spend criteria of the LEP grant.</p> <p>The decision delegated authority to progress these works as follows:</p> <p>(c) The Director for Economy and Place be authorised to take all operational decisions necessary to procure and deliver the elements (i) to (v) above and that a further report be prepared once items (iii) and (iv) have been completed to determine the remaining delivery programme for the completion of the overall HCCI project.</p> <p>This decision can be viewed using the following link: http://councillors.herefordshire.gov.uk/mgIssueHistoryHome.aspx?IId=50036070</p>
Ward:	Central
Consultation:	Consultation of this decision has taken place with the council's finance and legal services teams.
Decision made:	To approve the purchase of branded market gazebos for the HCCI project following a process of designing new branding undertaken by Orphans Press in consultation with the Cabinet Member Infrastructure and Transport, Cabinet Member Housing, regulatory services, and community safety and other stakeholders.

	Following the conclusion of an open procurement exercise these elements are to be purchased at a cost of £27,650.61.								
Reasons for decision:	<p>In addition to the review of the existing High Town design it has been determined that the provision of streetscape and green infrastructure elements is a valuable part of the overall public realm improvements to be delivered as part of the HCCI.</p> <p>This package of streetscape and green infrastructure elements will be identified and procured within the initial phase of the project and will include:</p> <ul style="list-style-type: none"> • Street furniture including benches and bins • Trees and soft landscaping • Public art • Provisions to maintain public safety including the risk of errant vehicles • Cycle storage provision • Street Lighting • Improvements to the facilities for markets and events • Measures to improve air quality <p>These works will be funded from the LEP Getting Building Grant.</p> <p>A design process to develop the branding has been undertaken which has included consultation with the Cabinet Member Infrastructure and Transport, Cabinet Member Housing, regulatory services, and community safety, Hereford City Council, Hereford Business Improvement District and the Markets and Fairs team at the council. The consultees have confirmed that the developed design is acceptable.</p> <p>To ensure value for money is achieved a competitive open tender has been completed through the council's procurement portal and in accordance with the council's Contract Procedure Rules. Three quotations were received for the supply of the gazebos with the new branding.</p> <table border="1" data-bbox="485 1384 951 1534"> <thead> <tr> <th>Supplier</th> <th>Gazebo Total Price</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>£ 60,000.00</td> </tr> <tr> <td>2</td> <td>£ 27,650.61</td> </tr> <tr> <td>3</td> <td>£ 29,972.00</td> </tr> </tbody> </table> <p>A tender assessment of the received quotations has been undertaken with the quotations scored on price. On this basis the second supplier has been selected from the tenders.</p> <p>This decision enables the award of the contract for the supply of these goods.</p>	Supplier	Gazebo Total Price	1	£ 60,000.00	2	£ 27,650.61	3	£ 29,972.00
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Highlight any associated risks/finance/legal/equality considerations:	<p><i>Risk</i></p> <p>There is a risk that the cost of replacing branded gazebos in future years may limit the frequency with which they can be replaced.</p> <p><i>Financial</i></p> <p>This decision will expend £27,650.61 of the £1.402m investment in streetscape and green infrastructure elements outlined in the 18 December 2020 decision, and is within the anticipated value of market and event investment of £120k.</p>
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Details of any alternative options considered and rejected:	Not to proceed with the purchase of the branded gazebos. This is not recommended as this will not deliver the improvements to market stalls as laid out in the LEP funding agreement, and would not deliver the council's aspiration to enhance the city markets and consistency of branding in line with the new tourism branding.
Details of any declarations of interest made:	

Signed

Date: 30 August 2021

Neil Taylor
Interim Director for Economy & Place