

Record of Officer Decision

Decision title:	Community Commissioning - Award of highway works, riverside footpath HER20 diversion, Hereford Rowing Club
Date of decision:	28 th January 2026
Decision maker:	Major Contracts Programme Director
Authority for delegated decision:	Directorate Scheme of Delegation. Directorate: Economy and Environment, section 75. To act on behalf of the council in respect of the legislation specified in the foregoing: Traffic Management Act 2004, Road Traffic Act 1988, Cycle Tracks Act 1984, Highways Act 1980, National Parks and Access to the Countryside Act 1948, New Roads and Street Works Act 1991, Road Traffic Regulation Act 1984, Town and Country Planning Act 1990, Town Police Clauses Act 1847, Traffic Calming Act 1992, Wildlife and Countryside Act 1981. To be delivered under a Community Commissioning application Commission a community project - Herefordshire Council
Ward:	Greyfriars
Consultation:	The diversion of the public footpath HER20 was subject to the statutory process including full public consultation.
Decision made:	To award a contract to M F Freeman Ltd. using Lot 1 of the Council's NEC 4 Minor Works Framework Agreement, to the initial value of £49,540.33 to deliver the following;- •Construction of new section of 3m wide footway adjacent to Hereford Rowing Club to Herefordshire Councils specification •Break out of part of existing tarmac car park and reduce to original field levels. •Removal of existing hedge and fencing. •Installation of new fencing and gates (already purchased by Rowing Club) •Installation of new street lighting ducting (lighting work to be carried out independently by Balfour Beatty) •Overlay of existing riverside footway between the new diverted footway and the entrance to the Rugby Club. •Trimming of tree growth from Rugby Club boundary to allow for use of tarmac laying machinery to be used. A plan of the works is included at Appendix 1 for information.
Reasons for decision:	To deliver the works to support the diversion and improvement of the public footpath HER 20, following the legal diversion of the route on 27 th Feb 2024.
Equality Considerations	The improvement works will have a positive impact on the protected characteristics of Age and Disability. The investment set out in this report is considered to have a neutral impact on the

	other protected characteristics.
Highlight any associated risks/finance/legal/equality considerations:	Under the selection process for the framework, officers carried out a mini competition exercise using Lot 1 of the Council's Highways and Public Realm Schemes Framework Agreement. Three tenders were received and an evaluation exercise based on price and quality was undertaken by officers. Following evaluation, M F Freeman Ltd were identified as the preferred bidder and are recommended for award. Risk Management: The creation of a framework has contributed to minimising risks associated with procurement delay, supply chain resilience and demonstrating competition and value for money for the public purse. The identified works will reduce the risk to users on the network because of the improvements. Legal Implications: A procurement process to create a Highways and Public Realm Schemes Framework was conducted during January and February 2024 in accordance with the Council's Contracts Procedure Rules. The framework is operated under the NEC4 Framework Contract arrangements with NEC4 Engineering and Construction Short Contracts used for delivery of individual schemes.
Details of any alternative options considered and rejected:	Not to award the contract. This is not recommended as the legal route of the public footpath HER20 has been diverted and doesn't follow the existing path.
Details of any declarations of interest made:	None.

Major Contracts Programme Director

Date: 28th January 2026

Appendix 1

RC PROW – 003 Footway Construction Plan

Cycleway/Footway Construction

	Nom. Size	Materials	Compacted Thickness
Surface Course	6mm	AC 6 dense surf 100/150 to DfT SHW Clause 909	25mm
Binder course	20mm	AC20 dense bin 100/150 rec conforming to DfT SHW 906	75mm
Sub-Base		Type I sub base conforming to DfT SHW Clause 803	150mm

Vehicular Crossings

	Nom. Size	Materials	Compacted Thickness
Surface Course	6mm	AC 6 dense surf 100/150 to DfT SHW Clause 909	25mm
Binder course	20mm	AC20 dense bin 100/150 rec conforming to DfT SHW 906	60mm
Base Course	32mm	AC32 dense base 100/150 rec to DfT SHW 906	100mm
Sub-Base		Type I sub base conforming to DfT SHW Clause 803 – Thickness may be increased depending on CBR values	150mm



Key

- 25mm AC6 Overlay (165m²)
- Footway Construction (178m²)
- Vehicle Crossing Construction (9m²)

Gradient of path to fall 1 in 175 towards river

Area 1

Proposed level 50.560

Area 2

Re-grade embankment to ensure surface water flows towards river

P1	First issue			
Rev	Revision details	Chkd	Appd	Date
Drawn: .		Preliminary		✓
Design: .		For comment		
Chkd: .		For tender		
Appd: .		For construction		
Date: .		As constructed		
		Other		



Project Name
Rowing Club PROW
Diversion

Drawing Title
Footway Construction

Original Drg Size : A3	Dimensions : -
Scale : NTS	Copyright © HC
Drawing No RC PROW - 003	Rev P1