

Record of officer decision

Decision title:	Appointment of Allies and Morrison to undertake the Hereford City Centre Design Supplementary Planning Document.
Date of decision:	31 st August 2018
Decision maker:	Programme director housing and growth.
Authority for delegated decision:	As resolved in the decision taken by the Director for economy, communities and corporate on 12 th June 2018 to approve the procurement of a consultant to prepare the development of a Hereford city centre design guide supplementary planning document ("SPD") in partnership with the NMITE University. .
Ward:	Widemarsh, Greyfriars, Central, Eign Hill and Hinton & Hunderton.
Consultation:	None.
Decision made:	Award a contract to Allies & Morrison for the preparation of a Hereford City Heritage Area Appraisal at a total cost of £69,995.
Reasons for decision:	<p>The Hereford area plan will include policies and proposals to guide new development that will deliver ambitious plans for the city's regeneration, including a new university. The preparation of a design SPD for this central Hereford would provide key evidence to help the preparation of Hereford area plan policies and, when adopted by the Local Planning Authority, will provide additional guidance to supplement the policies of the local plan.</p> <p>External specialist advice is required to undertake this work. A decision made by the Director for economy, communities and corporate on 12th June 2018 resolved to procure a consultant to prepare a Hereford city centre design guide supplementary planning guidance document in accordance with an agreed timetable within a total budget of £80k. It was also resolved that the programme director housing and growth be authorised to take all operational decisions necessary to appoint a consultant.</p>
Highlight any associated risks/finance/legal/equality considerations:	The project will be jointly funded by Herefordshire Council and NMITE. Sufficient budget is available to fund the study from the Local Development Framework budget areas and reserves.
Details of any alternative options considered and rejected:	<p>Alternative options to commissioning the SPD are:</p> <ul style="list-style-type: none"> a) To prepare the design SPD in-house. The preparation of a detailed design guide for a historic and sensitive area such as central Hereford will require a specialist knowledge and experience which is not available within the council. b) Not to produce design guidance. Central Hereford is an area of rich architectural, archaeological and historic interest which is proposed for an ambitious programme of new

	<p>development. These significant changes which will take place within the city as a result of new proposals will require detailed policy advice to ensure that the approach delivers a high quality environment which respects the city's heritage. The Hereford area plan will include a policy framework for the city centre but it will not provide the more detailed grain of design guidance required.</p>
<p>Details of any declarations of interest made:</p>	<p>Matthew Knight declared, in the scoring of the tenders that he had previously be employed by Donald Insall (an unsuccessful applicant). However, it was agreed by senior members of the procurement team that Matthew's knowledge of both companies did not prevent him from undertaking evaluation in this instance. In particular the fact that there were 2 other evaluators was key. Knowing professional colleagues in the field is quite common.</p>

Signed..... Date: