

## Record of officer decision

<b>Decision title:</b>	<b>Procurement of professional services to undertake outline design and consultation for the Cathedral and River Wye Quarter as part of the Hereford City Centre Improvements (HCCI)</b>
<b>Date of decision:</b>	18 December 2020
<b>Decision maker:</b>	Director for Economy and Place
<b>Authority for delegated decision:</b>	<p>On 3 December 2020 the Cabinet Member Infrastructure and Transport took a decision to authorise the following works to be progressed:</p> <p>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 areas 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:  <a href="http://councillors.herefordshire.gov.uk/mgIssueHistoryHome.aspx?IId=50036070">http://councillors.herefordshire.gov.uk/mgIssueHistoryHome.aspx?IId=50036070</a></p>
<b>Ward:</b>	Central
<b>Consultation:</b>	Consultation of this decision has taken place with the council's finance and legal services teams
<b>Decision made:</b>	To confirm commencement of a competitive procurement for professional services, within a budget of £150,000, to undertake the outline design and consultation for the Cathedral and River Wye Quarter as part of the HCCI, as outlined in the 3 December 2020 Cabinet Member

	<p>decision report which can viewed using the following link:  <a href="http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?Ild=50036070">http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?Ild=50036070</a></p> <p>This decision is not a commitment to award a contract. The award of this contract would be subject to a further record of officer decision.</p>
<p><b>Reasons for decision:</b></p>	<p>A feasibility business case was developed and approved in 2019 to continue the development of the HCCI project. This requested funding to broaden the extents of the HCCI project to include an area to the west of High Town which includes Broad Street, King Street, Bridge Street and other smaller streets in the vicinity referred to as the Cathedral and River Wye Quarter.</p> <p>Procurement of professional services is required to develop an outline design for improvements to the Cathedral and River Wye Quarter which will draw on the approach to the High Town area but will reflect the distinct character and function of this area. The package of streetscape and green infrastructure elements outlined for the project will also cover this area. Where feasible, these will be initially installed in the existing streets and will be subsequently be integrated into the improvements in this area.</p> <p>Following the addition of the Cathedral &amp; River Wye Quarter to the HCCI project, some early engagement with stakeholders was undertaken in late 2019 and early 2020. This engagement will continue as part of the development of the outline design. A public consultation will also be undertaken to inform the outline design.</p> <p>It is anticipated that the development of the outline design will be completed by the middle of 2021.</p> <p>The procurement will be undertaken directly by the council through an open market tendering process in accordance with the council's procurement rules using the south west portal. An Invitation to Tender (ITT) has been developed in conjunction with corporate services with input from Democratic Services and Corporate Services. Corporate services will support the project team in executing the procurement process.</p>
<p><b>Highlight any associated risks/finance/legal/equality considerations:</b></p>	<p><i>Financial</i></p> <p>The required spend profile outlined by the LEP requires 50% of the £3m grant to be spent in 20/21. If this cannot be met then it may result in a loss of grant funding and the return to a fully HC funded scheme.</p> <p><i>Risk</i></p> <p>As part of the consultation for the outline design key stakeholders, businesses and organisations will be consulted. There is a risk that consensus cannot be reached in a timely manner impacting the ability to complete this element within the period allowed.</p>
<p><b>Details of any alternative options considered and rejected:</b></p>	<p>Not to progress with the project. This is not recommended as this will reduce investment in Hereford city centre which is not consistent with the council's corporate policy to support the local economy and growth.</p> <p>To progress with the delivery of the remaining areas of High Town element of the project based on the existing design. This is not recommended as the existing design was developed and consulted on over five years ago.</p>

	Without further stakeholder engagement there is the potential that the scheme would not align with current needs and aspirations for the area.
<b>Details of any declarations of interest made:</b>	

Signed

Richard Ball  
Director of Economy & Place

Date: 18 December 2020