

Record of officer decision

Decision title:	Leominster Heritage Action Zone conservation area appraisal (CAA)
Date of decision:	29 July 2021
Decision maker:	Interim Director Economy and Place
Authority for delegated decision:	The Chief Executive's Scheme of Delegation. Appendix one of the scheme states under section SA45 that the Director of Economy and Place may implement decisions relating to Economic Development. A link to the scheme of delegation is below http://councillors.herefordshire.gov.uk/documents/s50081132/Chief%20Executive%20Scheme%20of%20Delegation.pdf
Ward	Leominster East; Leominster North & Rural; Leominster South; Leominster West
Consultation:	None
Decision made:	The Interim Director for Economy and Place approves the appointment of Border Archaeology Limited to carry out the CAA as part of the Leominster Heritage Action Zone programme at the price of £8,640
Reasons for decision:	The CAA was identified as a project in the Leominster Heritage Action Zone programme. The maximum budget allocated for the CAA was £10,000. Border Archaeology Limited's response to the ITQ was considered to have met the required criteria and is within the budget for the project. Border Archaeology Limited are a local company based on Leominster Enterprise Park with the capability and experience in delivering CAAs and a deep understanding of the town of Leominster.
Highlight any associated risks/finance/legal/equality considerations:	Key risks There is a risk that there is insufficient technical resource in the council to provide suitable direction for the supplier; the Conservation team have been involved in the specification of the work and the procurement of the supplier and the intention is for them to continue to support the delivery of the project
Details of any alternative options considered and rejected:	None
Details of any declarations of interest made:	None

Officer Name: Neil Taylor

Officer Title: Interim Director for Economy & Place

Signed:

Date: 29 July 2021