

## Record of officer decision

<b>Decision title:</b>	Contingency and disbursements for the Cathedral and River Wye Quarter as part of the Hereford City Centre Improvements (HCCI).
<b>Date of decision:</b>	14 March 2022
<b>Decision maker:</b>	Corporate Director for Economy and Environment
<b>Authority for delegated decision:</b>	<p>On 7 October 2021 the Cabinet Member Infrastructure and Transport took a decision to authorise the following works to be progressed:</p> <p>a) The following elements of the Hereford City Centre Improvements programme are progressed in place of these originally set out in the cabinet report dated 3 December 2020:</p> <ul style="list-style-type: none"> <li>a. High Town existing enhancements</li> <li>b. High Town area minor works</li> <li>c. Market and event infrastructure</li> <li>d. CCTV enhancements</li> <li>e. Façade improvement grants / business grants</li> <li>f. Cathedral and River Wye Quarter design</li> <li>g. St Owen’s Street cycle contraflow</li> <li>h. Widemarsh Street kerb improvements</li> <li>i. Cathedral &amp; River Wye Quarter planters</li> <li>j. City Link Road planters and Trees</li> <li>k. City Greening</li> <li>l. “City Trees”</li> <li>m. City green cycle shelters</li> <li>n. Public art/Installations</li> <li>o. Hostile Vehicle Mitigation</li> <li>p. Programme project management</li> </ul> <p>b) The Director for Economy and Place be authorised to take all operational decisions necessary in consultation with the Chief Financial Officer to progress and deliver the programme elements within the overall programme budget outlined within paragraph 17 of the report on a programme basis across the projects;</p> <p>This decision can be viewed using the following link:  <a href="https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?!D=8255">https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?!D=8255</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 allocate a contingency of £25,000 to the professional services contract for the outline design and consultation of the Cathedral and River Wye Quarter as part of the HCCI, which was awarded to Burroughs following an open competitive tender process.

	To extend the contract end date from 19 <sup>th</sup> January 2022 to 30 <sup>th</sup> July 2022.
<b>Reasons for decision:</b>	<p>The Director for Economy and Place took a decision 18 December 2020 to authorise the commencement of a competitive procurement for professional services within a budget of £150,000. This decision can be viewed using the following link:  <a href="http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=7446">http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=7446</a></p> <p>The Interim Director for Economy and Place took a further decision 30 August 2021 to award a professional services contract for the outline design and consultation of the Cathedral and River Wye Quarter as part of the HCCI to Burroughs at a tender value of £79,930 following an open competitive tender process. This decision can be viewed using the following link:  <a href="https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=8166">https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=8166</a></p> <p>The contract has now been awarded and work is progressing but a contingency allowance was not included in the award decision that will enable the management of change and any risk. This decision is requesting approval to allocate £25,000 as a contingency which would give a potential contract value of £104,930 which is still within the allocated budget of £150,000 for this element of the HCCI.</p> <p>Any change to the project will be managed through the contractual change control mechanism and will be assessed and agreed by council Officers.</p> <p>The contract was initially advertised and awarded on a 3 month term in order to achieve the Marches LEP funding agreement timescales. It has since been agreed with the LEP that this element will be funded from the Council's match funding as part of the scheme, and following discussions with Burroughs regarding the programme of work a contract extension is being sought to 30<sup>th</sup> June 2022.</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p><i>Financial</i></p> <p>Further contingency may be required over and above the value approved in this decision. Spend will be monitored throughout the project and will be managed through the council's project management system. There is remaining budget for this element and should further contingency be required this will be the subject of a further governance decision.</p> <p>If the required spend profile outlined by the Marches LEP as part of the funding agreement cannot be met then it may result in a loss of grant funding and the return to a fully council funded scheme.</p>
<b>Details of any alternative options considered and rejected:</b>	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.
<b>Details of any declarations of interest made:</b>	

I am an officer delegated to make the decision

Signed:

Print Name: Ross Cook

Job Title: Corporate Director Economy and Environment

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