

## Record of Officer Decision

<b>Decision title:</b>	Award of professional services contract to undertake design and consultation of Urban Design Masterplanning and Architecture pursuant to the ESPO Framework Agreement (reference 664_21 Consultancy Services).
<b>Date of decision:</b>	28 June 2022
<b>Decision maker:</b>	Corporate Director for Economy and Environment
<b>Authority for delegated decision:</b>	Funding for this work is covered under the following decision:  A cabinet member decision taken on 24 June 2021 gives the Interim Delivery Director authorization to take operational decisions associated with the commissioning of technical support required to deliver this project. The full report and decision notice can be found here <a href="#">Agenda for Cabinet on Thursday 24 June 2021, 2.30 pm - Herefordshire Council</a>
<b>Ward:</b>	All Wards.
<b>Consultation:</b>	Work falls under the budget for delivering a Hereford City Centre Masterplan framework. The tender process has been carried out in consultation with Commercial Services to ensure that the council's contract procedure rules are followed correctly.  Consultation has taken place with Finance, Legal and the S151 Officer.
<b>Decision made:</b>	To award a professional services contract for consultants to provide the Architecture and Town Planning aspect of the City Masterplan Project. The quoted cost for delivery of the works is £157,635.00. An additional £30,000 contingency is also needed to allow for any modifications/changes to the brief and accommodate identified risks (to be managed through the project risk register). The total amount required to implement this decision is therefore £187,635.00.
<b>Reasons for decision:</b>	A Hereford City Masterplan framework will help Hereford to become a more active travel city in the short, medium and long term. To complete a workable and suitable framework then a specialist team would need to be brought on board to undertake a strategic level review of the City and surrounding area utilising GIS information along with reviewing baseline information to undertake a desktop survey to build an understanding of the City's planning, historic and environmental issues and opportunities, which will be used to provide people with a visual design of the future of the city centre.  A need to develop urban design principles and concept masterplan proposals along with options for development sites is key in delivering a Masterplan that will help the City to become a more active and green city in the short, medium and long term. As well as this, it is necessary to bring in Architects with town planning specialities to redesign areas within the city. It will be these specialist consultants who will produce planning requirements where necessary for development sites with some being taken to concept design RIBA stage 2, which is key for understanding what the future of Hereford could look like with the more

	<p>active travel measures in place, including but not limited to public realm opportunities, new transport infrastructure elements and access and setting of historic assets.</p> <p>The project used the ESPO framework to speak to the specialist consultant</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>The identified contingency sum will ensure that the project has adequate funds to cover all eventualities detailed in the risk register. The risk register will be regularly monitored, reviewed and updated as work progresses to ensure that activities are delivered as planned.</p> <p>The contract is to be awarded ESPO Framework Agreement (reference 664_21 Consultancy Services). The contract documentation and HC specific clauses have been reviewed and developed in conjunction with Legal Services.</p>
<b>Details of any alternative options considered and rejected:</b>	<p>Not to take on any specialised consultants within the architecture and urban design fields. If we do not award this service provider, then we risk being unable to go in to the detail outlined by Cabinet that was required for the final Masterplan document.</p> <p>Not to progress with the project. This is not recommended as this will not achieve the framework needed to promote active travel within Hereford City Centre</p>
<b>Details of any declarations of interest made:</b>	None

I am an officer delegated to make the decision

Signed:

Print Name: Ross Cook

Job Title: Corporate Director Economy and Environment