

Record of Officer Decision

Decision title:	Award of professional services contract to undertake design and consultation of Development Viability and Business Case Services pursuant to the ESPO Framework Agreement (reference 664_21 Consultancy Services).
Date of decision:	28 June 2022
Decision maker:	Corporate Director for Economy and Environment
Authority for delegated decision:	<p>Funding for this work is covered under the following decision:</p> <p>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 Agenda for Cabinet on Thursday 24 June 2021, 2.30 pm - Herefordshire Council</p>
Ward:	All Wards.
Consultation:	<p>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.</p> <p>Consultation has taken place with Finance, Legal and the S151 Officer.</p>
Decision made:	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 £86,468.74. An additional £17,000 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 £104,400.00.
Reasons for decision:	<p>A Hereford City Masterplan framework will help Hereford to become a more active travel city in the short, medium and long term. A specialist consultant with expertise in special development, urban development and innovation is required to help outline development viability and business case services in a regeneration context.</p> <p>To achieve the level of detail the Cabinet have asked for, would require a baseline property review, car park options appraisal and brownfield land options appraisal. To develop a Masterplan with the aim of turning Hereford in to a more active travel city, there is a need to review the uses and spaces for cars within the City Centre- to do this a detailed shortlist appraisal of a number of sites, to then proceed with a more detailed analysis of outlined sites will be sufficient to put an idea forward within the final Masterplan document.</p> <p>The project used the ESPO framework to speak to the specialist consultant</p>

Highlight any associated risks/finance/legal/equality considerations:	<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>
Details of any alternative options considered and rejected:	<p>Not to take on any specialised consultants to look at viability and business case options. If we do not award this service provider, then we risk being unable to sufficiently address the issue of safer routes and the removal of the need for cars in the City centre.</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>
Details of any declarations of interest made:	<p>None</p>

I am an officer delegated to make the decision

Signed:

Print Name: Ross Cook

Job Title: Corporate Director Economy and Environment