

## Record of officer decision

<b>Decision title:</b>	Decision to accept fee proposal for an extension of Mace’s Project Management and Cost Management services, relating to Hereford Museum & Art Gallery redevelopment project									
<b>Date of decision:</b>	XX October 2023									
<b>Decision maker:</b>	Corporate Director of Economy and Environment / Corporate Director of Community Wellbeing									
<b>Authority for delegated decision:</b>	<p>The Cabinet member commissioning, procurement and assets made a decision to Spend the accepted Stronger Towns Funding for Hereford Museum and Art Gallery on Friday 2 December 2022</p> <p>Cabinet made the decision to ‘approve up to £1.5m of expenditure to instruct the technical project manager and design team to complete the detailed design stage of the project and any related work required to support the development of the full business case including seeking planning and all related regulatory approvals such as listed building consent’, at a meeting 24 February 2022.  <a href="https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=8620">https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=8620</a></p> <p>That:</p> <p>a) The redevelopment of the Hereford Museum and Art Gallery to create a new high quality visitor attraction project is approved;</p> <p>b) Expenditure of up to £1.5m of the Hereford Museum and Art Gallery (HMAG) redevelopment capital programme allocation be approved to complete the detailed design stage of the project including seeking planning permission; and</p> <p>c) The Director for Community and Wellbeing, following consultation with Deputy Section 151 Officer, in consultation with the Cabinet member commissioning, procurement and assets, be authorised take all operational decisions necessary to complete the detailed design stage and seek planning approval within the £1.5m approved budget.</p>									
<b>Ward:</b>	Central Ward									
<b>Consultation:</b>	Consultation has taken place with; Director of Community and Wellbeing, the Director of Economy and Environment, the Cabinet Member for Commissioning, Procurement and Assets, and the council’s Deputy Section 151 officer.									
<b>Decision made:</b>	<p>To issue a compensation event of £88,427.63 under the NEC contract to vary the scope of the contract to carry out a redesign of Hereford Museum and Art Gallery. In addition to costs incurred for delivering 24 additional Party Wall notices totalling 34. The Project has a contingency of £912,923 this extension to the current commission will be funded from this budget leaving a contingency of £824,495.37.</p> <p><b>Financial Summary:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Project management services</td> <td style="text-align: right;">£48,789.28</td> </tr> <tr> <td>Cost management services</td> <td style="text-align: right;">£28,108.35</td> </tr> <tr> <td>Party Wall fees including discounted fees for 24 additional notices</td> <td style="text-align: right;">£11,530.00</td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td style="text-align: right;"><b>£88,427.63</b></td> </tr> </table>		Project management services	£48,789.28	Cost management services	£28,108.35	Party Wall fees including discounted fees for 24 additional notices	£11,530.00	<b>Total</b>	<b>£88,427.63</b>
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<b>Total</b>	<b>£88,427.63</b>									
<b>Reasons for decision:</b>	In order to meet the required Stronger Towns Funding deadlines and to keep the project progressing a range of technical design is required. Further technical works are required to finalise the design, seek planning approval, to procure contractors and implement the project.									

	There has also been further work to provide Third Party Wall notices.
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>a) If this work is not commissioned then it will cause delays to this project and reputational risk as there is high stakeholder interest in the Broad Street building with an obligation to make timely decisions which can be communicated effectively to interested parties.</p> <p>b) There is a risk that the work to date will be abortive if some of the contingency fund is not allocated for subsequent works towards completing RIBA Stage 4 and thereafter commence construction.</p>
<b>Details of any alternative options considered and rejected:</b>	<p>The Council could choose not to accept Mace's additional fee proposal however, This would mean we would be unable;</p> <ul style="list-style-type: none"> <li>• To serve the 24 additional Third Party notices which are a legal requirement.</li> <li>• increase the projects desirability to construction contractor by changing the contract type from JCT to NEC4,</li> <li>• Progress the project through the extended procurement process.</li> </ul> <p>The above points would result in failure to meet the required timescales or information requirements for these funds would prevent the project from progressing. To not carry out the above would be undesirable. The alternative option is for the Council to do nothing.</p>
<b>Details of any declarations of interest made:</b>	None

Signed:

Date: