

## Record of officer decision

<b>Decision title:</b>	Public Realm Services Contract Procurement Expert Resource								
<b>Date of decision:</b>	16 October 2024								
<b>Decision maker:</b>	Corporate Director for Economy and Environment								
<b>Authority for delegated decision:</b>	<p>The 27 June 2024 Cabinet approved the funding for the project budget including the following wording.</p> <p><a href="https://councillors.herefordshire.gov.uk/documents/s50118514/Public%20Realm%20Services.pdf">https://councillors.herefordshire.gov.uk/documents/s50118514/Public%20Realm%20Services.pdf</a></p> <p><i>“The 2024/25 approved revenue budget includes £0.9 million of one-off funding allocated to deliver the project and additional funding of £1.0 million from the council’s earmarked reserve balances has been identified”.</i></p> <p>This approved a project budget of £1.924M profiled as:</p> <table border="1"> <thead> <tr> <th>2024/25</th> <th>2025/26</th> <th>2026/27</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>507</td> <td>783</td> <td>634</td> <td>1924</td> </tr> </tbody> </table>	2024/25	2025/26	2026/27	Total	507	783	634	1924
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<b>Ward:</b>	Countywide								
<b>Consultation:</b>	<p>Engagement with Cabinet Members and cross party Member Working groups took place leading up to the 25 April 2024 and 27 June 2024 Cabinet reports.</p> <p>Engagement remains ongoing with the Cabinet Members, and the project is reporting to the Connected Communities Scrutiny Committee 15 October 2024, then onto 28 November Cabinet to approve the model for procurement.</p>								
<b>Decision made:</b>	<p>To award a contract to Bloom Procurement Services Limited under the Bloom Framework agreement, who will sub-contract with Anthony Collins LLP to provide the Procurement Expert resource for the new Public Realm contract.</p> <p>Additional procurement support of up to 50 days may be required on other council projects at the client instruction of the Commercial Services Manager.</p> <p>The contract term is from 4 November 2024 to 31 January 2026.</p> <p><u>Contract value</u></p>								

	<p>Estimate of £114,399 time charged for Milestones 1-6</p> <p>Plus a contingency comprising of up to an additional 50 days of support that may result in further expenditure of £56,601 if commissioned.</p> <p>Total provision of £171,000.</p>
<b>Reasons for decision</b>	A Procurement Expert resource is required to assist with the production of tender documents and to lead the procurement for the new public realm contract.
<b>Equality Considerations</b>	The procurement process ensures tenders comply with equality requirements.
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>Equality impact assessments were provided as appendices to the 27 June 2024 cabinet report, which will be developed along with the project.</p> <p>The Bloom framework is a complaint framework under the Public Contract Regulation 2015, set up by North East Procurement Organisation and awarded to Bloom Procurement Services Limited, who then sub-contracts with the provider that the council has selected through a mini competition under the framework.</p>
<b>Details of any alternative options considered and rejected:</b>	<p>If the Council do not appoint the Procurement Expert to commence work in November 2024, this may compromise the project programme which requires tender documents, to allow procurement to commence early January 2025.</p> <p>And will lead to the council having inadequate procurement expertise and capacity to support the procurement process to end January 2026.</p>
<b>Details of any declarations of interest made:</b>	None

Signed: Ross Cook, Corporate Director, Economy &amp; Environment

Date: 18 October 2024

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