

Record of officer decision

Decision title:	Annual maintenance costs associated with the AMX Asset Management Software System
Date of decision:	11 th September 2025
Decision maker:	Corporate Director of Economy and Environment
Authority for delegated decision:	<p>Cabinet decision dated 28th November 2024</p> <p>Cabinet approved that:</p> <p>b) Cabinet delegates authority to the Corporate Director Economy and Environment to;</p> <ol style="list-style-type: none"> i. undertake the procurement of the Public Realm Services model set out in Appendix 2 within the allocated budget; ii. agree and award of all necessary leases to enable the provision of the Public Realm Services in consultation with property services; iii. procure and purchase or lease the fleet of vehicles to enable the provision of the Public Realm Services with the Director of Finance; iv. agree and implement the demobilisation of the current Public Realm Contract; v. make all operational decision to implement the above recommendations. <p>Issue details - The New Public Realm Services - Herefordshire Council</p> <p>Cabinet Member Roads and Regulatory Services decision dated 28th January 2025</p> <p>The Cabinet Member approved that:</p> <p>(c) the Interim Chief Operating Officer be authorised to agree, through the Public Realm Contract governance arrangements, final adjustments to the programme (including any recommendations from the Strategic Partnering Board) and budget allocation to each of the Annexes and any in-year adjustments to the plan, within the overall budget; including the retained capital budget;</p> <p>Issue details - Public Realm Services Annual Plan and Highways Commission 2025 - 2026 (Title has been amended formerly known as Public Realm Services Annual Plan 2025/26) - Herefordshire Council</p>
Ward:	Countywide.
Consultation:	As part of the revised consultation process for key decisions, a Political Group Consultation relating to the new Public Realm Services was undertaken on Monday 18 November 2024 and further details can be found at

	<p>Issue details - The New Public Realm Services - Herefordshire Council</p> <p>A Political Group Consultation was held on the 10 January 2025 relating to the Public Realm Services Annual Plan and Highways Commission – 2025/26 and further details can be found at</p> <p>Issue details - Public Realm Services Annual Plan and Highways Commission 2025 - 2026 (Title has been amended formerly known as Public Realm Services Annual Plan 2025/26) - Herefordshire Council</p>
Decision made:	<p>To direct award a contract for the annual maintenance costs (hosting and licencing) associated with the provision of the AMX asset management system used to manage the Council’s structures and street lighting stock to AMX Solutions Ltd from 1st July 2026 for a one (1) year period to 30th June 2027 in the sum of £14,249.70.</p>
Reasons for decision:	<p>The award of a contract for a Highway Asset Management System is required as part of the model as set out in Appendix 2 of the 28 November 2024 report to ensure that the council can undertake its Asset Management and Highway Inspection duties, with the Corporate Director Economy and Environment having the delegated authority to make all operational decisions to implement the above recommendations.</p> <p>Under the current Public Realm Contract arrangement, the current provider utilise the AMX asset management system to manage the Council’s structures and street lighting stock.</p> <p>The direct award of a contract for the provision of the AMX asset management system to AMX Solutions Ltd represents the most viable, cost-effective, and legally compliant approach for the council to ensure the delivery of a critical service, to maintain compliance with regulatory and contractual obligations, and to support the organisation’s broader digital transformation strategy.</p>
Equality Considerations	<p>All direct web delivered components of solution are fully compliant to AA standards against the W3C Web Content Accessibility Guidelines (WCAG). The web-based interfaces are built in compliance with the WCAG 2.1 AA standard as a minimum.</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>Finance:</p> <p>The contract charges associated with this contract award total £14,249.70. The annual charge includes for the relevant hosting, web and mobile licences required to deliver the structures and street lighting service areas.</p> <p>It is proposed that existing highway revenue budgets be used to fund the £14,249.70 associated with this contract award over the 2026/27 period.</p> <p>Risk Management:</p>

	<p>Without the AMX Asset Management System in place on 1st June 2026, there will be a likelihood of critical consequence in terms of inefficiency and service reduction, as well as customer dissatisfaction which could result in service failure.</p> <p>Legal Implications:</p> <p>The direct award to AMX Solutions Ltd provides a lawful and transparent mechanism for awarding a contract. The Council will review its arrangement for the provision of the AMX Asset Management System ahead of the expiration of the one year contract to determine the most appropriate way forward.</p>
<p>Details of any alternative options considered and rejected:</p>	<p>Not to award. This is not recommended as this would put the delivery of the council’s new Public Realm Service at risk.</p>
<p>Details of any declarations of interest made:</p>	<p>None</p>

Signed..... Date: 11th September 2025

Please ensure that signatures are redacted before publishing.