

Record of officer decision

Decision title:	Holme Lacy Road Active Travel Measures (ATM) Principal Designer (PD) Appointment
Date of decision:	10 March 2026
Decision maker:	Corporate Director Economy and Environment
Authority for delegated decision:	<p>The Cabinet decision dated 12 January 2023 to accept, and Spend any Approved Levelling Up Funding (LUF) Allocated to Herefordshire authorises the following: -</p> <p>a) To accept and approve expenditure related any Levelling Up Funding offered by government for a package of transport and active travel measures in and around Hereford city.</p> <p>b) To delegate to the Corporate Director for Economy and Environment, in consultation with the Cabinet Member for Environment and Economy, the Cabinet Member for Infrastructure and Highways, and the Section 151 Officer, all operational decisions in implementing the funding in accordance with the bids to government.</p> <p>https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=9243</p>
Ward(s):	Dinedor Hill, Hinton & Hunderton and Saxon Gate.
Consultation:	Consultation for the schemes has taken place with the Cabinet Member Transport and Infrastructure, the Cabinet Member Roads and Regulatory Services as well as the relevant Local Ward Members. The specifics of this decision have also been discussed with Finance, Commercial and Legal Services.
Decision made:	Appoint Price & Myers LLP as the Principal Designers (PD) for the construction phase of the Holme Lacy Road Active Travel Measures (ATM) scheme for an estimated contract value of £69,420.
Reasons for decision:	<ul style="list-style-type: none"> • The Principal Designer (PD) role is required as part of Construction Design Management (CDM), 2015 regulations as well as producing construction and as-built design drawings and answering technical queries from the contractor over the project programme. • The Holme Lacy Road Active Travel Measure scheme has been designed to improve the infrastructure in the south of the city to the latest national guidance published in July 2020. This will improve the facilities for pedestrians, in particular crossing arrangements, address the challenges that currently discourage people from walking and cycling in the vicinity and encourage active travel in Hereford to provide a choice for journeys less than 2 km. • The contract is to be awarded via a direct award as approved by the Delivery Director – Infrastructure, Economy and Environment in consultation with the s151 Officer, the Monitoring Officer and Finance Services.

	<ul style="list-style-type: none"> • This project is part of a wider programme of schemes funded via Central Government Active Travel Funding (ATF) and Levelling Up Funding (LUF) across Hereford City. • The scheme will also support a reduction in carbon and other transport related emissions in the county and provide a good quality, convenient and safe transport network linking to the City Centre and Enterprise Zones that prioritises walking and cycling. • The total budget allocation across the LUF Holme Lacy Road ATM scheme is £7.91m. • Total budget spent and committed to date against the scheme is £4.1m, which includes the current construction contract cost leaving £3.81m available to spend. • The estimated value of the contract to commission Price & Myers to undertake the PD role for the scheme is £69,420, which is within the allocated budgets.
<p>Highlight any associated risks/finance/legal/equality considerations:</p>	<ul style="list-style-type: none"> • The required spend profile outlined by the Department for Transport (DfT) for Holme Lacy Road ATM scheme stipulates that the project must be delivered by the end of March 2029, and the Council has committed to the memorandum of Understanding (MoU) which sets out delivery and spending of the Levelling Up funds prior to this date. • Price & Myers have completed detailed design and were also the Principal Designer for the design phase of the project. • The project team continues to work closely with internal stakeholders to ensure that all activity is in accordance with Council policies and procedures including governance, financial, legal and procurement regulations. • The LUF Project Board will oversee project delivery monthly including the project risk register. In addition, quarterly monitoring submissions to the Department for Transport (DFT) include project progress and risk reporting. • The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services. • The detailed design of the schemes has considered accessibility requirements and incorporated these. • The Council must ensure that it complies with the Procurement Act 2023 and the CPRs when awarding the contract
<p>Details of any alternative options considered and rejected:</p>	<ul style="list-style-type: none"> • Not to approve the spend and contract award of the Principal Designer role - this option is not recommended as the PD role is essential to ensure scheme CDM compliance, construction and user safety as well as ensuring that the schemes are fit for purpose and implemented in line with design stipulations.
<p>Details of any declarations of interest made:</p>	<p>N/A</p>

Signed.....

Date: 10/03/26