

Record of operational decision

Decision title:	To award a Pre-Construction Services Agreement (PCSA) to Speller Metcalf Malvern Limited in the sum of £184,839.35 for the refurbishment of John Haider Building
Date of decision:	14 th April 2026
Decision maker:	Corporate Director, Economy and Environment
Authority for delegated decision:	In July 2024 full council approved an outline business case to add £5m to the capital programme to enable the council to develop the critical housing provision required in the county. The Cabinet Member for Economy and Growth made a key decision on 1/11/22024, that The Corporate Director for Economy and Environment or the Corporate Director of Community Wellbeing in consultation with the Cabinet Member for Economy and Growth and the Director for Finance, to be given delegated authority to draw down and spend up to £5 million (capital) of the Acquisition Fund for Housing Provision allocation, and make all required operational decisions to acquire and develop sites to meet our critical social and affordable housing need Acquisition Fund for Housing Provision In August 2025 council approved the acquisition and refurbishment of the John Haider Building Hereford to provide 28 x 1 bedroom apartments to address the critical need for homeless accommodation Acquisition of John Haider Building
Ward:	Central
Consultation:	Cabinet Member for Economy and Growth, The Strategic Asset Management Board which includes Cabinet Member for Finance, Cabinet Member for Assets, Cabinet Member for Economy and Growth Cabinet Member for Adults, Health and Wellbeing Strategic Finance Manager - Financial Planning & Analysis Strategic Capital Finance Manager Legal Services Head of Strategic Housing
Decision made:	to award a Pre-Construction Services Agreement to Speller Metcalfe in the sum of £184,839.35 for the provision of design and consultancy services to develop the design, cost, programme, and risk profile of the project, with the intention (but not obligation) of progressing to a Stage 2 Design and Build Contract.
Reasons for decision:	The council have tendered this work using a compliant procurement process via the Procure Partnership framework. This is a 2 stage procurement, the first part, this Pre Construction Services Agreement (PCSA) which will to provide the detailed design of the refurbishment works, after which the contractor will submit a further bid for the final cost for the works. A further decision will be made once this bid has been received from SMML for the build cost to award the main build contract if the bid is acceptable to the council.
Equality Considerations	Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:

	A public authority must, in the exercise of its functions, have due regard to the need to – a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act. b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it. c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it. The development will seek to ensure the highest possible standards of accessibility, and to create affordable housing to meet local social needs. An Equality Impact Assessment will be undertaken on each design option to consider the most beneficial outcome.
Highlight any associated risks/finance/legal/equality considerations:	The PCSA contract must comply with the relevant procurement legislation and demonstrate value for money. The Council has complied with the Council's Contract Procedure Rules by running a mini tender using a compliant framework. The project will create direct revenue which will be used to offset debt servicing and operational costs. This project is to be funded from the Acquisition Fund for Housing Provision, £5 million. Spend to date against this budget includes. 1. Acquisition and initial feasibility work John Haider - £1,202,338.99 2. Acquisition and feasibility costs Buttercross Leominster - £135,393.38 Current remaining budget is £3,662,267.63. The approved total budget for John Haider is £3,788,000.
Details of any alternative options considered and rejected:	The alternative would be to procure via open tender however this procurement route would cause delays to the delivery of the units and thus delays in the cost's mitigation for the council.
Details of any declarations of interest made:	None.

Signed..... Date: 14.04.26

Corporate Director, Economy and Environment