



DECISION RECORD

Service Reference Number	DR/2025/04/EDR
Decision Maker Alex Codd, Assistant Director Economic Development & Regeneration	
Delegated Authority Officer exercising delegated powers pursuant to Cabinet minute 83 of 22 nd January 2024, in relation to the refurbishment of 161 High Street for use as a Youth Enterprise Hub/business incubation centre	
Decision: Following completion of the approved procurement process: <ol style="list-style-type: none"> 1. To award a contract to the contractor offering the most economically advantageous tender through the YORBuild Framework Contract, F Parkinson Limited (Company Number 00446626), to deliver the refurbishment of 161 High Street for use as a Youth Enterprise Hub/business incubation centre for a contract sum of £1,196,411.00 funded through the Levelling Up Grant. 	
Reasons for the Decision: <ol style="list-style-type: none"> 1. This project supports the delivery of Ambition 4 within the Community Plan; “Economic Growth that works for all” and also enables people looking to start their own business to fulfil Ambition 3 “Reaching our Potential”. In addition, Hull’s Economic Strategy includes a priority of supporting new start-ups and entrepreneurialism, helping create an enterprise culture, vital to establishing a vibrant, sustainable and inclusive economy. Agreed actions include investing in business support accommodation, creating facilities for new start-ups and growing businesses. 2. Cabinet agreed on 22nd January 2024 to commit up to £1.5m to create a ‘hub’ to support micro businesses setting up, the sum to include contingency and BDS professional service costs on top of the contract sum. 3. The site at 161 High Street was assessed as the most appropriate site to deliver this requirement. 4. A refurbishment scheme has been developed for implementation with BDS that is capable of meeting this requirement within the available budget envelope. 	

5. There is a need to progress the scheme to tender and delivery and a requirement of the Levelling Up Partnership Fund is for the £1.5m to be contractually committed before the end of March 2025.
6. A Further Competition process was carried out under lot 2 of Yorbuild 3 Minor Works Framework. In response to the further competition, 5 tender submissions were received. The tender submitted by F. Parkinson Limited was compliant and evaluated as the most economically advantageous tender and is recommended for acceptance (refer to Appendix A).

Nature of Decision:**Non-Key**

If this is a **key** decision, please include the decision's Forward Plan number – **N/A**

Non-key as a result of a key decision approved by Cabinet on 22 January 2024.

Exemptions

Is the accompanying formal report (or other documentation where applicable) exempt? Yes
Appendix A

Background and Supporting Information:

Following Cabinet approval on 22nd January 2024 (minute 83 refers), Building and Design Services (BDS) were commissioned to complete a feasibility study of two property options to allow the selection of one building to advance to a full refurbishment.

The recommendation of BDS to progress 161 High Street was arrived at due to 161 High Street being in much a better condition with regard refurbishment needs as well as being a lower cost proposition. This was agreed through an earlier decision record (DR/2024/12/EDR – 17th June 2024).

With the selection of premises agreed, the project progressed to a detailed scheme design, including delivery, procurement and expenditure plans. As delegated in the original cabinet report/decision, this aspect was then approved by a further decision record (DR/2024/32 /EDR)

The final delegated approval relates to authorising the completion of the procurement process and award of contracts. A contractor has been procured through a competitive procurement route (Yorbuild) and expenditure remains managed within the agreed budget. Given timescales and funding availability the refurbishment scheme will concentrate on completion of the ground and first floors, leaving finishing off/fit out of the 2nd floor to a later date, subject to further funding being available. Since the Cabinet decision of 22nd January 2024 and previous decision records the Hull and East Yorkshire Mayoral Combined Authority has been established and UKSPF has been extended into 2025/26 providing further opportunities to secure additional funding to complete the 2nd floor. These opportunities will be explored over the next 4 months and if funding can be secured opportunities to extend this contract will be explored as the best value option for completing works on the 2nd floor.

BDS continue to project manage this scheme, working in partnership with a project board comprising of the Portfolio-holder, Assistant Director of Economic development and Regeneration and members of the Youth Enterprise team.

Equalities Impact Information:

Does the decision have relevance to equality or affect any group with protected characteristics?

Equality issues were outlined in the related Cabinet report (22nd January 2024). In summary the proposed youth enterprise hub will positively impact on groups with protected characteristics. The youth enterprise team, who will relocate into the refurbished youth enterprise hub, proactively targeting hard to reach groups/those with protected characteristics including aspiring young entrepreneurs who are neurodivergent, young people who are LGBTQ+ and young people of colour.

YES

Contact Officer: Jane Naylor, Programme and Enterprise Officer

Chief Officer Comments

Comments of the Assistant Director of Legal Services and Governance (Monitoring Officer)

The Yorbuild 3 Framework was procured under the Public Contracts Regulations 2015. The further competition process was carried out in compliance with the Council's Contract Procedure Rules and the framework selection methodology. Under that process, the tender submitted by F Parkinson Limited was evaluated as the most economically advantageous which should indicate best value as required by section 3 of the Local Government Act 1999.

Comments of the Director of Finance and Transformation (Section 151 Officer)

The S151 Officer supports the decision in line with the original Cabinet Report and can confirm that funding is available within the approved Capital Programme to deliver the scheme.

Comments of the Assistant Director of Organisation Development & Human Resources and compliance with the equality duty

The content of the report is noted. There are no staffing issues arising for the council from this decision. The decision to develop this property into a youth enterprise hub will positively impact on younger residents (a protected characteristic under the equality act).

Comments of the Portfolio Holder for Regeneration and Housing

The development of a new youth enterprise hub at 161 High Street is one of my priorities for the year ahead. This will provide a much needed friendly and welcoming space for young people from all over Hull to grow their skill base and self-confidence by learning from local business experts and inspiring peers.

<u>Scrutiny Comments</u>	
This decision has not been subject to pre-decision scrutiny. (Ref.Sc8647)	
Exceptional Circumstances	
Is the decision record currently exempt from publication at the point of decision?	No
If yes, what date can the decision record be made public?	
Reason the decision record is exempt from publication at the point of decision: N/A	
Signature of Decision Maker:	
Signed: Signature confirmed	
Date signed: 14/03/2025	
FOR COMPLETION BY THE SCRUTINY OFFICE:	
Date published on CMIS:	17/03/2025
Can the decision be called in?	No
Date decision comes into force:	17/03/2025

