

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

**Reference Number:**

3735

**Author:**

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**Department:**

Development and Growth

**Contact:**

Callum Smith

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**Subject:**

Consultancy support to assist the Flood Risk Management Team with the Capital Programme and Statutory Duties

**Total Value:**

£150,000 (Type: Revenue)

**Decision Being Taken:**

To approve the procurement of external consultancy support through the Midlands Highway Alliance (MHA) Framework to support the Flood Risk Management (FRM) Team with the capital programme and statutory duties, for a four year period, within the specified budget.

To delegate authority to the Head of Traffic to enter into agreements set out in the requirements of the MHA Framework.

**Reasons for the Decision(s)**

The FRM Team are currently managing a capital programme to help investigate flood risk at various locations across the city. To help support and deliver this capital programme of work, it is necessary to procure the services of a consultant to undertake specialist computer modelling and risk analysis work.

Consultancy support will also be required to assess resilience measures in respect of the flood risk prevention activities undertaken, including:

- Analysis of assets and modelling the potential risk of a failure or blockage,
- Acting as a custodian for existing models and allowing the FRM to manage and maintain existing data,
- Creating an integrated model for Nottingham City,
- Verification of models utilising flow and rain gauges,
- Asset management techniques by updating models with new collected data.

Support will be provided by the consultant to assess and re-evaluate strategic documents. By providing support to key documentation such as the Surface Water Management Plan, Greater River Leen Strategy and the Greater Nottingham Strategic Flood Risk Assessment, Nottingham City Council will be able to embed key policies and procedures within the ethos of Nottingham which aims to provide support to the residents and decrease the risk of flooding city wide.

The consultant will also provide training opportunities and undertake knowledge sharing exercises with colleagues from the FRM team. Enabling the maintenance and upgrade of models and initial assessments to be undertaken in-house beyond the 4 year programme. Having an integrated model will allow opportunities to potentially bring additional income to the service area.

The support of the consultant will aid the emerging Council Plan commitment to better protect 1000 homes from the risk of flooding. It will additionally enable the Council to be better prepared to bid successfully for funding rounds when they become available.

The funding allocated for the use of the consultant will be fully met via the use of external grants. Flood Defence Grant in Aid, Local Levy and additional grant sources from the Department of Food and Rural Affairs will make up the required value.

**Other Options Considered:**

Doing nothing was rejected as it will result in being unable to deliver the Council's flood risk management statutory duties.

Continuing with maintenance of assets but undertake no flood risk management schemes was rejected as it would not meet the Council's statutory duties and residents would remain at risk of flooding.

Undertaking an open procurement process was rejected as it would increase costs to around £350,000 and would risk not achieving 1000 homes target.

**Background Papers:**

None

**Published Works:**

None

**Affected Wards:**

Citywide

<b>Colleague / Councillor Interests:</b>	None
<b>Use of Consultants</b>	<b>Number of Days:0</b> <b>Rate per Day:0</b> <b>Total value:150000</b> <b>Start date:01/10/2019</b> <b>End date:31/03/2023</b>
<b>Reason for using a consultant:</b>	Specialist knowledge is required to support the FRM team in meeting the Council priority of protecting 1,000 homes from flooding.
<b>Other options considered:</b>	See other options considered section earlier in the decision
<b>Name of consultant:</b>	To be confirmed
<b>Reason for selection?</b>	To be confirmed
<b>Has the consultant previously completed work for the City Council?</b>	To be confirmed
<b>Specific activities to be undertaken by the consultant are:</b>	Creation of new models for capital schemes, identification and development of additional pipeline schemes, creating of initial assessments, analysis of assets owned by NCC, act as a custodian for existing models, verification of models, upgrade and maintain existing models, support training opportunities for members of the FRM team, assist with strategic documentation and provide bespoke modelling requests.
<b>Period of engagement:</b>	01/10/2019 - 31/03/2023
<b>By what process was the consultant selected?</b>	Consultant will be procured using the MHA Framework
<b>Consultations:</b>	Those not consulted are not directly affected by the decision.
<b>Crime and Disorder Implications:</b>	There are no crime or disorder implications included in this decision.
<b>Equality:</b>	EIA not required. Reasons: There are no equality requirements as part of this decision. Support is required based on existing level of flood risk in city
<b>Social Value Considerations:</b>	N/A
<b>Relates to staffing:</b>	Yes

**Decision Type:** Portfolio Holder

**Subject to Call In:** Yes

**Call In Expiry date:** 18/12/2019

**Advice Sought:** Legal, Finance, Procurement, Human Resources

**Legal Advice:** This procurement does not give rise to any significant legal concerns.  
  
The legal section will be able to assist with the procurement as may be desirable. Advice provided by Brian Lewis Stewart (Solicitor) on 17/10/2019.

**Finance Advice:** The decision to procure a consultant to assist the Flood Risk Management Team through the MHA Framework is expected to cost £150k over a 4 year programme- impacting financial years 19/20-22/23. In-house resources were considered to obtain the necessary support however was dismissed due to a lack of expertise.  
  
The revenue cost and associated funding package for this decision is outlined below.  
  
Expenditure £150k  
Funding  
FDGiA £35k (Secured)  
DEFRA £60k (Unsecured)  
Local Levy and/or FDGiA £55k (Unsecured)  
  
To date, the council has secured £35k Flood Defence Grant in Aid (FDGiA) to fund the consultancy costs and is in the process of securing £60k in DEFRA funding through grant bid submission. The remaining £55k will be met through a combination of FDGiA and Local Levy Funding.  
  
In order to minimise the risk to the council, the contract for the consultancy work will be agreed on the basis that should the unsecured funding at this stage not materialise, the contract will not be extended.  
  
Advice provided by Roma Patel (Commercial Business Partner) on 23/10/2019.

**HR Advice:** There are no significant people implications in the context of this proposal. It is recommended that relevant IR35 checks take place as part of this procurement process. Advice provided by Tom Stevens (Service Redesign Consultant) on 21/10/2019.

**Procurement Advice:**

**There are no direct procurement implications to the decisions being sought; the MHA professional services framework is a compliant route to appoint consultants when used in accordance with the terms of the framework agreement. Advice provided by Jonathan Whitmarsh (Lead Procurement Officer) on 05/11/2019.**

**Signatures:**

<b>David Mellen (Leader/ PH Regeneration, Safety and Communications)</b>
<b>SIGNED and Dated: 11/12/2019</b>
<b>Sally Longford (PH for Energy, Environment and Democratic Services)</b>
<b>SIGNED and Dated: 02/12/2019</b>
<b>Chris Henning (Corporate Director for Development and Growth)</b>
<b>SIGNED and Dated: 28/11/2019</b>