

## Record of operational decision

<b>Decision title:</b>	<b>Appointment of specialist contractor to undertake surveys to support delivery of the Property Flood Resilience Recovery Support Scheme 2020 (JBA Consulting) following completion of the procurement process</b>
<b>Date of decision:</b>	2 June 2021
<b>Decision maker:</b>	Acting Assistant Director Highways & Transport / Head of Infrastructure Delivery
<b>Authority for delegated decision:</b>	Directorate scheme of delegation: Paragraph 77, updated 28/04/2021 Directorate: Economy and Place, section 77  This is an exercise of the delivery of a duty under the Flood and Water Management Act 2010.  The authorisation limit is within the financial procedure rules and is sufficient for the decision
<b>Ward:</b>	Countywide
<b>Consultation:</b>	Herefordshire Council's legal team Herefordshire Council's finance team Herefordshire Council's commercial team
<b>Decision made:</b>	Following the outcome of the procurement process undertaken in accordance with the council's contract procedure rules and utilising the Environment Agency's National Property Flood Resilience Framework 2018-2022 Framework, to appoint JBA Consulting to undertake surveys to support delivery of the Property Flood Resilience Recovery Support Scheme 2020 at a maximum value of £150k and which will be funded from Defra grant or, where this cannot be obtained, from the severe weather earmarked reserve
<b>Reasons for decision:</b>	A decision was taken on 6 July 2020 by the Director of Economy and Place to approve the proposed approach to delivering the Property Flood Resilience Recovery Support Scheme 2020. See paragraphs 10-24 <a href="http://councillors.herefordshire.gov.uk/documents/d6987/Printed%20decision%20Property%20Flood%20Resilience%20Recovery%20Support%20Scheme%202020.pdf?T=5">http://councillors.herefordshire.gov.uk/documents/d6987/Printed%20decision%20Property%20Flood%20Resilience%20Recovery%20Support%20Scheme%202020.pdf?T=5</a>  A further decision was taken on 17 March 2021 by the Acting Assistant Director Highways and Transport Place to approve tendering for and appointing a specialist contractor to undertake surveys. See <a href="http://councillors.herefordshire.gov.uk/documents/s50088160/To%20tender%20and%20appoint%20a%20specialist%20contractor%20to%20undertake%20surveys%20to%20support%20delivery%20of%20the%20Property.pdf">http://councillors.herefordshire.gov.uk/documents/s50088160/To%20tender%20and%20appoint%20a%20specialist%20contractor%20to%20undertake%20surveys%20to%20support%20delivery%20of%20the%20Property.pdf</a>  This procurement process was overseen by the council's commercial services team. Lot 1 of the Environment Agency's Framework was used. There were two suppliers on this Lot, and both returned compliant quotes which were evaluated on 100% price. JBA Consulting have been appointed as they offered the best price.

<p><b>Highlight any associated risks/finance/legal/equality considerations:</b></p>	<p><b>Financial</b></p> <p>The council will recover up to £500 in survey costs from any grant money awarded for an applicant’s property. However, if applicants have a survey undertaken and choose not to go ahead with the application, the council will not be able to recover these costs from Defra. It is anticipated that there will be economies of scale in purchasing a number of surveys as opposed to individual property owners purchasing surveys on an ad-hoc basis. Whilst it is proposed that the severe weather fund earmarked reserve (currently £1.1m) funds abortive surveys completed, all efforts will be made to enable property owners to implement PFR measures.</p> <p><b>Legal</b></p> <p>The council is a ‘Lead Local Flood Authority’ and the above approach would be consistent with our responsibilities to coordinate the management of local flood risk.</p> <p>The PFR scheme does not guarantee that properties which have been awarded the grant and implemented measures will not flood again; however the aim of the scheme is to have these properties better prepared for future flooding and to have a shorter recovery time if flooding were to occur. The council does not bear any liability in this event</p>
<p><b>Details of any alternative options considered and rejected:</b></p>	<p>The council could have decided not to appoint a specialist contractor but this would not have enabled take-up of this scheme to be maximised.</p>
<p><b>Details of any declarations of interest made:</b></p>	<p>None</p>

Signed

Mairead Lane  
Acting Assistant Director Highways & Transport/  
Head of Infrastructure Delivery

Date: 2 June 2021