

<b>Report to:</b>	Cabinet Member Health & Wellbeing	<b>Date of Meeting:</b>	July 2021
<b>Subject:</b>	North West Regional Coastal Monitoring Programme Pre-Procurement Report – Topographic Services		
<b>Report of:</b>	Head of Operational In-house Services	<b>Wards Affected:</b>	All
<b>Portfolio:</b>	Cabinet Member – Health & Wellbeing		
<b>Is this a Key Decision:</b>	No	<b>Included in Forward Plan:</b>	No
<b>Exempt Confidential Report:</b>	/ No		

### Summary:

To seek approval for the procurement process through the National Network of Regional Coastal Monitoring Programmes' Framework for topographic surveys over the period of 2021-2027.

### Recommendation(s):

- (1) To approve the tender process to procure topographic surveys over the period of 2021-2027 for the north west coast via the national network of coastal monitoring programme's framework.
- (2) The Head of Operational In-House Services be delegated responsibility to award the contract to the preferred bidder pending approval by Council of the North West Regional Coastal Monitoring budget in the capital programme 2021/22 to 2026/27.

### Reasons for the Recommendation(s):

In compliance with Sefton Council's Contract Procedure Rule 1.10.1, a Pre Procurement Report is required to be submitted in order to secure approval to commence a procurement exercise.

### Alternative Options Considered and Rejected:

Surveys could be procured individually and independently through separated procurement processes. This would require additional officer time and resources for each procurement exercise and could lead to a lack of consistency between surveys.

### What will it cost and how will it be financed?

## (A) Revenue Costs

There are no revenue costs

## (B) Capital Costs

The cost of the procurement and services are fully funded through grant in aid from the Environment Agency. An allocation of £5.669m has been made to cover the period of 2021-2027 and this is due to be approved by Council in July for inclusion in the capital programme. The budget allocation for topographic surveys is £1.127m

### Implications of the Proposals:

<b>Resource Implications (Financial, IT, Staffing and Assets):</b>	
There are no additional resource implications.	
<b>Legal Implications:</b>	
There are no legal implications.	
<b>Equality Implications:</b>	
There are no equality implications.	
<b>Climate Emergency Implications:</b>	
The recommendations within this report will	
Have a positive impact	N
Have a neutral impact	Y
Have a negative impact	N
The Author has undertaken the Climate Emergency training for report authors	Y
The delivery of the project will have some short term negative impacts, such as using specialist vehicles on the beach to survey and driving to sites across the northwest to survey. However, the purpose of the programme is to better understand the changing coastal conditions to enable future sustainable management along the northwest coastline. The project actively seeks to use new technologies that reduce the need for site based surveys, thus reducing carbon footprint. On balance the project has a neutral impact.	

### Contribution to the Council's Core Purpose:

Protect the most vulnerable: The information gathered will inform communities at risk of coastal erosion and flooding to assist in planning and mitigation.
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Facilitate confident and resilient communities: The information gathered will inform communities at risk of coastal erosion and flooding to assist in planning and mitigation.
Commission, broker and provide core services: Proposal delivers competitive contracts for works.
Place – leadership and influencer: Sefton Council lead on this project on behalf of the North West Coastal Authorities.
Drivers of change and reform: NA
Facilitate sustainable economic prosperity: The information gathered can be used to steer development away from inappropriate locations.
Greater income for social investment: NA
Cleaner Greener The data collected can be used to improve land management techniques across the NW.

## What consultations have taken place on the proposals and when?

### (A) Internal Consultations

The Executive Director Corporate Resources and Customer Services (FD6439/21) has been consulted and notes the report indicates no direct financial implications for the Council. The Chief Legal and Democratic Officer (LD4640/21) has been consulted and any comments have been incorporated into the report.

### (B) External Consultations

None

## Implementation Date for the Decision

Following the expiry of the “call-in” period for the Minutes of the Cabinet Member Meeting.

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## Introduction/ Background:

Sefton Council has been the lead authority for the North West Regional Coastal Monitoring Programme (NWRCMP) since 2007, collecting and analysing data to inform decisions relating to coastal erosion and flood risk management issues and support the delivery of the Shoreline Management Plan.

The programme is 100% grant funded by the Environment Agency and aligns with their funding programme.

In 2011 the national network of coastal monitoring programmes was established with all the regional programmes around England agreeing to work together. This national network has coordinated bids for the programme.

## Grant Allocation

The northwest programme has been allocated a 6-year funding stream. Only the value for the first year 2021/22 has been confirmed, which is normal practice for a grant from the Environment Agency. Sefton Council will receive annual confirmation of budget values. The funding programme is detailed below.

	Year 2021/22	Year 2022/23	Year 2023/24	Year 2024/25	Year 2025/26	Year 2026/27
	(£ k)	(£ k)	(£ k)	(£ k)	(£ k)	(£ k)
Topographic Surveys	207	171	187	182	187	193
Bathymetric Surveys	250	200	200	641	300	300
Aerial photography/photogrammetry	21	-	276	-	23	-
Hydrodynamics	105	105	105	105	105	105
Terrestrial Ecological Mapping	10	11	33	114	-	-
Assets	34	35	37	37	39	40
Project Management	52	53	55	57	59	60
Data Management (regional)	62	64	66	68	70	72
Data Analysis & Reporting	93	96	99	102	105	108
<b>Total</b>	<b>834</b>	<b>735</b>	<b>1058</b>	<b>1306</b>	<b>888</b>	<b>878</b>
<i>Contingency</i>	95	96	96	96	96	96
<i>Total</i>	929	831	1,154	1,402	984	974

It is anticipated that the contingency will not be drawn upon due to the nature of the work.

## Topographic Surveys

Topographic surveys are the collection of position and elevation data, normally using GPS systems, to record changes in coastline position and levels. Repeating surveys allow comparison and analysis to take place to understand changes along the coastline to support land managers in making sustainable coastal management decisions.

Topographic surveys have been, and will continue to be, undertaken by both external contractors and in-house survey teams at Sefton and Wyre Councils.

The costs for contractor surveys during the last programme 2016-2021 totalled £422,300. However, this was for a 5yr programme, and the current programme is for 6yrs, taking this into account, the anticipated costs for surveys for the 2021-2027 programme will be c£506,000.

## **Procurement Process**

### **Tendering process**

1. The tendering process will follow Sefton Council's procurement requirements.
2. A National Coastal Monitoring Procurement framework has been set for these services and is managed by New Forest District Council. Sefton Council were involved in the establishment of the framework and ensured it adhered to all Sefton Council procurement policies, and have approval to use the framework.
3. There are 15 contractors on the Dynamic Purchasing framework for Topographic Surveys.
4. The Tender will be advertised on the CHEST procurement portal for a 2-week period, each contractor will be informed of the opportunity.

### **Tender Assessment**

5. The tender returns will be assessed on the quality of submission and the companies who achieve the sufficient score will move to the final stage involving an assessment on price.
6. The quality and price scores will be combined, and the contractor ranked first will be awarded the contract.