

HAVANT BOROUGH COUNCIL

Cabinet

15 December 2021

CONTINUATION OF DELIVERY OF COASTAL MONITORING SURVEYS SERVICES 2021-2027

FOR DECISION

Portfolio Holder: Councillor Clare Satchwell, Cabinet Lead for Planning, Hayling Seafront Strategy and Coastal Management

Key Decision: Yes

Report Number: [HBC/025/2021]

1. Purpose

1.1. This paper is submitted to Cabinet:

The purpose of the report is to seek approval for Havant Borough Council to enter into a contract with New Forest District Council to continue to deliver Coastal Monitoring surveys on behalf of Havant Borough Council, Portsmouth City Council, Gosport Borough Council and Fareham District Council (through the Coastal Partnership) as part of the Environment Agency funded National Regional Coastal Monitoring programme.

2. Recommendation

2.1. That Cabinet:

- a. Approve Havant Borough Council (as host authority for Coastal Partners) entering into contract to deliver the agreed services on behalf of our Partners (Havant Borough Council, Portsmouth City Council, Gosport Borough Council and Fareham Borough Council) with the total value of work at £382,563 over a six-year term

3. Executive Summary

- 3.1. Monitoring our beaches and coastline for change is critical to managing flood and erosion risk to our communities. Havant Borough Council (HBC) was pioneering in this approach and has continually monitored its coastline since 1985 via regular beach surveys. These surveys were extended to include our local authority Partners in 2008 and brought under the umbrella of a national programme of coastal monitoring funded by the Environment Agency, which continues to be hosted by New Forest District Council. Our previous SLA (2017- 2021) between Havant Borough Council and New Forest DC to deliver these surveys has recently expired. An updated SLA is required to enable continuation of these monitoring surveys, which are fully rechargeable via the programme.
- 3.2. The benefits to Havant BC are continuation of the current high-quality coastal monitoring to inform our understanding of coastal change and risk. The dataset produced underpins all our schemes and projects, which assist us to manage our assets and respond to storm events.
- 3.3. The programme fully funds the advanced survey equipment and resource required, enabling us to maintain an in-house team of professional surveyors who can respond to coastal incidents promptly, and deliver services to other council teams to generate additional income.
- 3.4. The SLA annual target prices are 21/22 = £61,794; 22/23 = £69,309; 23/24 £66,078; 24/25 £61,794; 25/26 £61,794; 26/27 £61,794. The overall SLA value is £382,563 over the 6-year term. Salary costs, overhead and expenses

are reimbursed by the programme, along with equipment maintenance. Replacement equipment is funded directly by the monitoring programme as needed. New Forest District Council hosts the programme.

- 3.5. This work has been reviewed and approved by the Coastal Partners Client Board which operates across the Coastal Partnership.

4. Additional Budgetary Implications

- 4.1. None.
- 4.2. Staff and equipment costs are fully recoverable up to an agreed Target Price under the terms of the Service Level Agreement. The target price has been developed based on the past 4 years of successful survey delivery and is robust.

5. Background and relationship to Corporate Strategy and/or Business Plans

- 5.1. The Coastal Partnership delivers a shared Flood and Coastal Erosion Risk Management Service (FCERM). Part of this service is to deliver FCERM schemes, studies, maintenance programmes and initiatives which provide numerous outcomes to protect properties and our environment and improve the place we live in. This supports the HBC Corporate purpose: ***To enhance the lives of our residents, businesses, and visitor.***
- 5.2. Coastal Partners has a dedicated Coastal Strategic Workplan 2020 to 2025 and Service and Operational Business Plans all of which are dependent upon having reliable data on which to base future decisions and projects These are aligned to and support the HBC Corporate Strategy 2020-2024 priorities. Most significantly by maintaining a ***thriving borough economy*** by looking after our waterfront assets and coastal areas attracting people to come to our coast and boost our economy. Also, by ***providing infrastructure that meets our ambitions***, by delivering defence works that protect our residential and

business areas as well as protecting wildlife habitat and improving visitor access along our coast.

- 5.3. The Partnerships vision to “Manage Coastlines, improve community resilience and enhance the natural environment” is aligned to HBC’s purpose “To enhance the lives of our residents, businesses, and visitors.” A continuation of the coastal monitoring programme aligns with the Corporate Strategy and Coastal Partners Strategic Work Plan.

6. Options considered

- 6.1. Coastal Partners cease coastal monitoring. The contract would likely be outsourced to another survey provider. We would lose the ability to control the timing of these surveys, lose access to the latest survey equipment and a consistent source of income. We would become reliant on 3rd parties following storm events to assess the damage to our coastline and therefore at increased risk until these surveys are undertaken. We would need to re-deploy 1FTE to other duties, however given their specialist surveys skills, this would be demotivating for them. This would also impact on delivery key areas of the Coastal Partners Strategic Work Plan and Operational Business Plans.
- 6.2. Each coastal partner enters into their own agreement. This would lead to significant inefficiencies, with duplication of contract administration and recharge of officer time between each authority, resulting in overall higher costs and is unlikely to be acceptable to our client or the programme. It is probable that the contract would be let to an alternative external supplier who could operate across all four partner areas.

7. Resource Implications

- 7.1. Financial Implications – there are no additional costs to either Havant Borough Council or the existing partners as these surveys will continue to be fully funded by the regional monitoring programme secured by Grant in Aid

funding.

Section 151 Officer comments

It is proposed that these surveys will be fully funded by the regional monitoring programme secured by Grant in Aid funding. This should be covered by a SLA that clearly sets out the responsibilities of each party in conducting this arrangement to mitigate any liabilities arising from the proposal.

Matthew Tiller 5/11/21

7.2. Human Resources Implications

None, the existing survey resources within Coastal Partners would continue to deliver these surveys to agreed standards, building on their experience over the past 4 years of successful work under a similar SLA

7.3. Information Governance Implications

There are no information governance implications arising from the options.

7.4. Links to Shaping our Future Programme

This programme of work focuses on providing data that results in the Coastal Service taking proactive resilient steps to protect our communities, coastline and environment in an informed and direct manor thus investing in long term robust solutions and an efficient way of collecting data for all parties involved.

Shaping our Future Lead comments/sign-off

Date: 16 June 2021

There are no implications for the Shaping our Future Programme.

7.5. Other resource implications

Staff are fully trained in this area and have the equipment and technology to deliver the required outcomes. Equipment maintenance is included in the overall cost as is travel and subsistence. Replacement equipment is funded directly by the monitoring programme as needed. Resource costs are indexed linked over the six year duration.

8. Legal Implications

- 8.1. The proposed agreement runs until 2027 but may be terminated by either party before then on giving six months' notice to the other party.
- 8.2 An SLA agreement is in place and Gina Homewood has confirmed that the legal provisions are acceptable.

9. Risks

- 9.1. Costs exceed target: The successful delivery of our current SLA to budget and programme, provides confidence that the proposed target cost is robust. Should an actual survey be found to have taken longer to undertake and process, any additional cost associated with the survey would be absorbed by Coastal Partners. To further mitigate this risk a pre-survey analysis is carefully carried out together with the knowledge from previous surveys of the terrain and distance to be covered. Lesson learnt post surveys are shared to drive future efficiencies and reduce risk.
- 9.2. Poor performance leads to financial or reputational damage: With full support from our Coastal Assurance team our finances are closely monitored, and deliverables undergo a quality control process before release to the client. This smart way of working allows early warnings to be raised, and the team to make quick business decisions should we need to change direction.
- 9.3. Lack of critical resources to deliver the surveys: The Geomatics Division sit within the wider Operations Team, which includes other officers trained and experienced in undertaking beach surveys. This provides strength and resilience to cover off any resource shortfalls.
- 9.4. Equipment Failure or Replacement Equipment: Repair and replacement costs are covered by the programme.

- 9.5. Withdrawal of Grant in Aid Funding: The SLA would be terminated at year end, and we would re-deploy staff to other surveys or capital projects

Monitoring Officer comments

Legal Implications - Gina Homewood, solicitor

15 June 2021

1.

1.1. This is a service level agreement (SLA) proposed to be provided by the Council on behalf of others and so the Council, as opposed to a “procurement” of a contract by the Council. The proposed agreement runs until 2027 but may be terminated by either party before then on giving six months’ notice to the other party.

1.2 The final form of the SLA will need to be reviewed to ensure that it is suitable for covering risks issues. Legal Services working with the Coastal Partnership team, will either provide advice on this or source external legal advice in this regard.

MO Comments: 15 June 2021

An SLA is required in order to set out clearly the responsibilities of each party in conducting this arrangement. This report sets out risks to the Council as host authority, insofar as meeting any responsibilities or liabilities arising from the proposed SLA in delivery of the services.

10. Consultation

10.1. The Head of the Coastal Partnership has consulted with the Partnerships Client Manager Board. All client managers have confirmed their support for Havant BC to host this contract and deliver these surveys. Consultation and approval has also been obtained from Simon Jenkins Director of Regeneration and Place who represents Havant Borough Council at the Coastal Partnerships Client Manager Board.

11. Communication

11.1. The updated contract will be recorded in the Contracts Register.

12. Appendices

12.1. None

13. Background papers

13.1. None

Agreed and signed off by:

Portfolio Holder: Cllr Clare Satchwell 21/06/21

Director: Simon Jenkins 8/06/21

Monitoring Officer: Dan Toohey 15/06/21

Section 151 Officer: Lydia Morrison 16/11/21

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