



## Officer Decision Record

### 1. Subject and details of the matter (to include reasons for the decision)

Approval is sought to award a contract for the Willingham Street Property level flood resilience works.

A supply and install contract has been tendered through YorTender, and there have been several bids returned. The quality and pricing assessment has been completed and we are now ready to award the contract to the winning tenderer.

Works have previously been undertaken to Willingham Street in 2020 to improve localised drainage and reduce flood risk.

Further resilience works such as individual flood doors to properties had been identified in the scheme's business case. Funding from the Environment Agency has been secured to facilitate these measures.

### 2. Is it a Key Decision as defined in the Constitution?

No

### 3. Details of Decision

Pursuant to the Portfolio Holder Briefing meeting on Tuesday 18<sup>th</sup> February 2020 where delegated authority was given to the Assistant Director of Housing, Highways and Planning to take all necessary actions to approve the procurement in-line with the Contract Procedure Rules

The Leadership Team approved the scheme in September 2018.

This ODR is to progress the award of the Willingham Street Property level flood resilience works contract.

**4. Is it an Urgent Decision? If yes, specify the reasons for urgency Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.**

No

**5. Anticipated outcome(s)**

To proceed with the award for ~~award of~~ **Willingham Street Property level flood resilience works.**

To issue the award letter and contract to the successful tenderer and letters for the unsuccessful tenderers.

The contract award process will be managed through YorTender, with assistance from the (Engie) Procurement team. YorTender is the procurement portal for local authorities in the Yorkshire and Humber region.

**6. Details of any alternative options considered and rejected by the officer when making the decision**

The property level resilience works are needed to complement another scheme to improve the drainage in Willingham Street, which was completed in 2020. The two schemes combined, significantly reduce flood risk to more than 50 properties.

Do Nothing – The scheme was externally funded by the Environment Agency and Anglian Water, so the Do Nothing option was discounted as the properties in Willingham Street would have remained at high risk of flooding.

**7. Background documents considered**

N/A

**8. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons**

No

**9. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relate4/ to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)**

N/A

**10. Monitoring Officer Comments (Monitoring Officer or Deputy Monitoring Officer)**

The decision is in line with the appropriate delegations and an award of this nature. Support will be provided by procurement and legal colleagues as appropriate.

**11. Section 151 Officer Comments (Deputy S151 Officer or nominee)**

The cost of the works is covered through external funding and the budget for the scheme is incorporated within the Council's approved Capital Investment Programme.

**12. Human Resource Comments (Strategic Workforce Lead or nominee)**

There are no HR issues contained within this ODR

**13. Risk Assessment (in accordance with the Report Writing Guide)**

The risk of not awarding the tender will leave the properties at high risk of flooding from the summer rainfall.

**14. Decision Maker(s):**

Name: Mark Nearney

Title: Assistant Director of Housing,  
Highways and Planning

Signed: Approved via email

Dated: 5<sup>th</sup> February 2021

**15. Consultation carried out with  
Portfolio Holder(s):**

Name: Councillor Stewart Swinburn

Title: Portfolio Holder for Environment  
and Transport

Signed: Approved via email

Dated: 5<sup>th</sup> February 2021

**16. If the decision is urgent then  
consultation should be carried out  
with the relevant Scrutiny  
Chair/Mayor/Deputy Mayor**

Name: N/A

Title: N/A

Signed: N/A

Dated: N/A