

# APPENDIX B

## Details of Waivers Approved In the Period 1 October 2017 to 31 March 2018 (Q3 and 4 2017/18)

Contract title	Value £000	Directorate	Details of the waiver	Long term action plan
Aid Call System	52	Adult Social Care	There was an urgent need to replace the call bell systems in both the Adelaide and the Gouldings. As both centres have developed to focus primarily on reablement it became apparent that the existing call bell system was not fit for purpose and did not support more flexible approaches to care delivery. Due to the timescales in which the iBCF funding had to be spent, it was not possible to go through a competitive procurement process within the time that was available.	This is a one off contract.
Market Position Statement	33	Adult Social Care	The provider was originally engaged to carry out a small low value piece of work by the previous Interim Director of Adult Social Care. Following the appointment of the Director of Adult Social Care and after discussions with the CCG, the scope of work has increased and the incumbent provider was felt to be best placed to deliver the additional services to build on the work already commissioned.	This is a one off contract.
Daily Living System	28	Adult Social Care	The supplier was believed to be the only supplier in the market place offering this type of system which is compatible with other products already deployed in the council's reablement premises. After the service area liaised with procurement & contract monitoring it became apparent that there was a framework for this service and accordingly a capability assessment under the framework was issued. A number of suppliers were identified as being able to supply a system of this nature; however, due to the timescales in which the iBCF funding had to be spent, it was not possible to go through a competitive procurement process within the time that was available.	This is a one off contract.
IKEN User Software License and Service Agreement	35	Adult Social Care	The Iken case management system is firmly established as an integral part of working arrangements within HR and Legal Services and contains a significant amount of case files and data going back in time. Case file management is something that ASC wanted to operate within their service area it was deemed that obtaining the same system used by colleagues across the council was going to be the most appropriate solution due to compatibility.	To be reviewed near the end of the contract term and the market will be scoped for a compliant route.

Consultancy support of NHSE and NHSL	120	Adult Social Care	IWC is "hosting" the contract on behalf of the health and care system. It is 100% funded by external funds. The appointment carries the support of NHSE and NHSL and is central to the councils plans for wider health and social care integration	This is a one off contract.
Ryde House Placement	28	Children's Services	Placement for young person.	The procurement & contract monitoring team are currently working with the service area to set up a compliant mechanism to be able to procure these types of placements.
Construction of a Soft Play Area at Beaulieu House	29	Children's Services	The soft play area funds were raised by Beaulieu Respite, which is a charity attached to Beaulieu House, which raises money for activities and developments on the short break facilities. Beaulieu Respite requested that the contract for the works be put in place by the Council, following the appointment of the contractor. Beaulieu Respite designed and commissioned the work from a contractor before being handed to the council.	This is a one off contract.
St Helens Primary School – Hot and Cold Water replacement project	41	Children's Services	A request to waive the advertising requirements of CSOs was submitted for the replacement of hot and cold water systems as the school was at risk of closure if the systems completely fail. Quotes were sought and the contract was awarded to the supplier who was deemed to be best value for money.	This is a one off contract.
Frankie Worker	45	Children's Services	The Frankie Workers provide therapeutic counselling to children and young people aged 0-18 years who are victims of sexual abuse, sexual exploitation or female genital mutilation. Originally funding from partners was only available for one year. This funding has now been agreed for a further year and the service area wanted to continue with the current provider to build on the work already achieved.	Currently scoping the future commissioning to be integrated with wider children's and public health services contracts.
Actuarial Services	45	Finance	Due to a failed procurement process, a waiver was sought to allow time for the contract to be put back out to tender.	Successful procurement process undertaken.

Crematorium/Burials Digitalisation	38	Place	Through market investigation, officers identified that there were two providers that could offer this detailed specialist service. Both were invited to present how they would undertake this work, including how they would manage the associated risks. The chosen provider was the only provider that could offer a hosted solution with the required digitisation works.	The procurement & contract monitoring team will work with service area to monitor market for new entrants. Retest the market if appropriate.
PFI Savings Consultancy	70	Place	The consultancy support quote is from a supplier who is familiar with the PFI contract requirements and financial modelling having been involved in negotiating and awarding the contract for the council.  For this reason it is considered that the supplier is in effect the sole source of supply with such in depth understanding and for reasons of compatibility is an appropriate resource to use.	The procurement & contract monitoring team is working with the service area to run a competitive procurement process for the services required.
The Heights extension consultancy	37	Place	Appointment of consultancy to provide a full range of design and support services associated with the extension of the tone zone gym and the conversion of a squash court to a studio at the Heights Leisure Centre Sandown.  The waiver was requested due to the previous work the consultancy firm had carried out on the Heights recently meaning they did not need to undertake additional site investigations.	Waiver was approved on the basis that any more consultancy work required on the leisure centres must be tendered.
Security services for vacant buildings	35	Regen	The contract is required to ensure that vacant council sites comply with health and safety regulations as well as insurance requirements, and that regular site inspections are required pending disposal of the assets. The previous contract had expired and the waiver was required to allow time to re-tender.	Contract value is so low now due to the disposal of sites that there is no longer a requirement to go out to tender.
Rating and Valuation Consultancy Services	125	Regen	The previous contract had expired and the waiver was required to allow time to re-tender.	Working with the service area to procure a new contract.
Leadership Development and executive coaching	25	Resources	The supplier has been a provider of executive coaching, HR learning and development programmes for many years. They have an in depth knowledge of the IWC and its culture and workings.  They have developed a Skilled Leader programme which was treated as a pilot in order to see if this was something that we wish to pursue. It had had such a positive feedback from participants and	The procurement board have capped the waiver to 12 months and have informed the service area that they must encourage the supplier to join the

			Directors that we wish to contract with the supplier for further roll out of this programme which they have devised and designed. The waiver was requested due to the provider not being part of the council's dynamic purchasing system for learning and development services. In the time available, the service area was not able to get the supplier to join the DPS and therefore, the waiver was requested.	council's learning and development DPS.
Occupational Health and EAP	37	Resources	A large proportion of the services are for Fire and Rescue Service due to on-going service related medicals, reviews etc. Due to the fire service review, the service area felt that due to the uncertainty of the future scope of OH and EAP services required the service area requested the waiver to allow the review to take place.	Contract will be tendered when scope of services are defined.
Isle of Wight Council Skillport	86	Resources	The contract is for a catalogue of e-learning and books focussing on desktop ICT skills, technical IT, targeted leadership development and virtual practice labs hosted in a single learning management system. There is only one provider in the market offering the complete learning package.	The procurement & contract monitoring team will work with service area to monitor market for new entrants. Retest the market if appropriate.
Online legal subscription	84	Resources	The council has a tailored catalogue of online subscriptions that it accesses to enable it to provide legal advice on all of its unitary authority functions. Currently the use of the subscription is so embedded within the service that longer would be needed to plan any change, therefore the waiver was sought to allow time for this to take place.	Working with service to identify the most appropriate route to market for the future commissioning of this service.
Commercial Property Acquisition	maximum of 164	Resources	The councils Medium Term Financial Strategy, approved by Full Council in October 2016, set out the proposal to establish a £100m property acquisition fund in order to secure a pipeline of income for the Council to close the gap between the costs of delivering essential services and the reduction in central government funding. Initial work necessitated the establishment of a regeneration team to underpin the delivery of an Island wide strategy for longer term economic growth and development.	The twelve month period will provide the necessary opportunity to conduct a formal procurement exercise to determine the longer term approach to be taken.

			<p>The project was made a priority in order to secure a source of income for the financial year 2018/19. A report was considered at Cabinet during their meeting 14 October 2017</p> <p><a href="https://www.iwight.com/Meetings/committees/cabinet/14-9-17/PAPER%20E.pdf">https://www.iwight.com/Meetings/committees/cabinet/14-9-17/PAPER%20E.pdf</a> to establish the strategy approach for property acquisition as well as the method by which to enable its delivery. Cabinet agreed that subject to a waiver being granted that it wished to utilise the services of Portsmouth City Council as an organisation with the necessary experience and reputation in this field as well as enabling the Council to embark on an acquisition programme within a relatively short period of time.</p>	
Analyse Local	35	Resources	<p>The contract is for the use of a tool to produce local forecasting of Business Rates Rateable Value outstanding appeal reports in order to maximise and improve accuracy of the Islands Business Rates Tax Base. It also identifies properties that are missing from the rating list or are under assessed valued and need to be reviewed in order to maximise income in respect of Business Rates retention scheme.</p> <p>Portsmouth CC led on discussions with the supplier, and both authorities have entered into licence arrangements for the Inform CPI system. A discount has been achieved from subscribing to the same system and so the waiver was requested to enable the authority to benefit from this.</p>	To work with the service area to determine future requirements for this service.
IKEN User Software License and Service Agreement	60	Resources	<p>The Iken case management system is firmly established as an integral part of working arrangements within HR and Legal Services and contains a significant amount of case files and data going back in time. Furthermore many legal child case files must be retained for a minimum period of 30 years and accordingly some form of access would still be needed, or the data migrated to an alternative system. To consider changing to another supplier would not be deemed cost effective as there would be a capital outlay, new licence fees along with associated staff training across the two teams which is likely to render any subsequent bid from another supplier far more expensive than retaining Iken as our existing supplier.</p>	To review the market with the service area and look to regularise the procurement of the contract.

<p>Enforcement Agent Software</p>	<p>70</p>	<p>Resources</p>	<p>The software will enable the provision of a revenues stream from the fees incurred and collected from cases issued by the in house enforcement service. Currently these fees are retained by the Enforcement Agent contracted for this work and can be in excess of £200K per annum. In order to set up the software in time to take advantage of the 2018/2019 recovery timetable factoring in implementation period for integration into the council's financial and database systems could be as long as 2 -3 months, it was necessary to have a contract in place as soon as possible, therefore the waiver was requested.</p>	<p>To review the market with the service area and look to regularise the procurement of the contract.</p>
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