



## Reporting of Waivers

### SUMMARY

1.1 There are a total of 4 waivers within this report.

These cover the period 23rd November 2013 to 17<sup>th</sup> January 2014.

Broken down by directorate we have.

Directorate	Number of Waivers	Approval route		
		Departmental	Urgent	Cabinet
Resources	2		2	
Adults Health and Housing	1	1		
Neighbourhoods	1	1		
<b>Total Number of Waivers</b>	<b>4</b>	<b>2</b>	<b>2</b>	

- 1.2
- Two of the waivers were approved under departmental authority, and two under the urgency process.
  - One waiver was unavoidable, the purchase of Microvans, there being only one brand remaining in the market.

### RECOMMENDATION

2.1 That the Committee note the contents of this report.

### REASONS FOR RECOMMENDATION

3.1 The information is for reporting purposes only; no decision is required by the committee.

### SUPPORTING INFORMATION

4.1 Appendix 2 lists those waivers that have been granted during the period November 23 2013 to 17 January 2014

<b>OTHER OPTIONS CONSIDERED</b>
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5.1 Not applicable.

**This report has been approved by the following officers:**

<b>Legal officer</b> <b>Financial officer</b> <b>Human Resources officer</b> <b>Estates/Property officer</b> <b>Service Director(s)</b> <b>Other(s)</b>	Martyn Marples – Director of Finance and Procurement
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<b>For more information contact:</b> <b>Background papers:</b> <b>List of appendices:</b>	Name 01332 64 3271 e-mail <a href="mailto:ray.poxon@derby.gov.uk">ray.poxon@derby.gov.uk</a> None Appendix 1 – Implications
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<b>IMPLICATIONS</b>
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**Financial and Value for Money**

- 1.1 Each decision to waive competition requirements, where competition exists, has a financial impact which is taken into account when preparing the application for the waiver.

**Legal**

- 2.1 The report complies with the requirements of contract procedure rules to report waivers to the Audit and Accounts Committee.

**Personnel**

- 3.1 None.

**Equalities Impact**

- 4.1 None.

**Health and Safety**

- 5.1 None.

**Environmental Sustainability**

- 6.1 None.

**Property and Asset Management**

- 7.1 None.

**Risk Management**

- 8.1 None.

**Corporate objectives and priorities for change**

- 9.1 None.

Appendix 2

Type of waiver	Department/ Division Seeking the waiver	Background/Description of the Contract	Annual Value	Request submitted through the waiver	Additional comments and/or reasons the waiver is needed	Date of Approval
Departmental	Neighbourhoods	<b>Purchase of two Microvans for use by the Grounds maintenance team.</b>	<b>£22,000</b>	To waive the requirement to obtain 3 competitive quotes and procure the microvans from the manufacturer's nominated distributor TIM Commercials - Ilkeston.	<b>Waiver unavoidable.</b> There were three manufacturers of Microvans however two have withdrawn from the market. The microvan is ideally suited to Grounds maintenance work. The procurement team did explore the market in an attempt to obtain alternative quotes.	25/11/2013
Departmental	AHH	<b>Webroster Software</b> Webroster provide homecare rostering software which is used by Adult Social care to schedule support for vulnerable adults.	<b>£16,000</b>	To extend current contract for a period of 1 year	. The functionality provided by Webroster is included in the Social Care IT system retender but this tender will not be concluded in time to award and implement the new contract before the Webroster contract expires in January 2014	26/11/2013
Urgent	Resources	<b>Banking Services</b> The Co-operative Bank announced its intention to withdraw from the local government market. DCC are in the process of tendering for a new banking provider for a contract to commence in April 2014. The transition to the new banker will involve the transfer of over 200 accounts	<b>£45,000 maximum</b>	To extend current contract for a maximum period of 9 months.	Due to the complexity of the change process from one bank to another and the risks that this brings, it has been decided to retain a contract with the Co-operative bank in order to provide an alternative should there be a problem with any part of the transition. Under the terms of the extension DCC will only pay for services used so there will be no additional costs of using this safeguard.	06/12/2013
Urgent	Resources	<b>Consultancy Support to research opportunities to reduce budget pressures by the intelligent use of demand management.</b>	<b>£69,975</b>	To waive the requirement to seek formal quotes and appoint iMPower to undertake the work.	iMPower are a supplier on the Government Procurement Service 'Consultancy One' framework contract. The terms and conditions are in accordance with that agreement. They have undertaken similar work for other authorities with good results and that prior knowledge will be beneficial to DCC.	11/12/2013

