

# WIRRAL COUNCIL

## COUNCIL EXCELLENCE OVERVIEW AND SCRUTINY COMMITTEE

4 JULY 2012

<b>SUBJECT</b>	<b>REVIEW OF USE OF CONSULTANTS</b>
<b>WARD/S AFFECTED</b>	<b>ALL</b>
<b>REPORT OF</b>	<b>ACTING CHIEF FINANCE OFFICER</b>
<b>RESPONSIBLE PORTFOLIO HOLDER</b>	<b>COUNCILLOR PHIL DAVIES</b>
<b>KEY DECISION</b>	<b>NO</b>

### 1.0 EXECUTIVE SUMMARY

1.1 This report provides details regarding the use of Consultants by the Council during 2011/12. Members are asked to note the report.

### 2.0 BACKGROUND AND KEY ISSUES

2.1 Members of the Council Excellence Overview and Scrutiny Committee agreed on the 26 March 2012 to add to the forthcoming year's work programme a review of the use of consultants.

2.2 This report provides details of the budget and use of consultants analysed by department for the 2011/12 financial year and the budget for the 2012/13 financial year also by department. The information upon which the analysis is based has been extracted from the authority's financial ledger.

2.3 There is no precise agreed definition of consultancy. For this and past exercises to aid consistency a number of activities where a physical service has been provided or where costs are incurred on behalf of another body have been excluded from the figures. A number of activities originally charged against consultancy have been excluded from this exercise. These include:

	£
• Home Insulation Programme costs	1,176,000
• Architect Charges	545,000
• Payment on behalf of North West Efficiency Partnership	32,000
<b>Total Excluded</b>	<b>1,753,000</b>

2.4 A summary analysis of expenditure for 2011/12 and budget for 2012/13 by department is contained within Table 1 of this report. This contains information extracted from the financial ledger together with explanations from Chief Officers as to the purpose for the use of the listed consultants.

**Table 1**

<b>Departmental Consultancy Expenditure and Budgets</b>			
Department	2011/12 Budget	2011/12 Expenditure	2012/13 Budget
	£	£	£
Adult Social Service	46,200	10,953	46,200
Children and Young People	33,800	80,420	37,700
Schools	-	117,317	-
Finance	269,600	196,230	273,700
Law, HR and Asset Management	445,000	342,525	15,000
Regeneration, Housing and Planning	39,700	65,900	39,700
Technical Services	800	99,977	291,100
<b>Totals</b>	<b>835,100</b>	<b>913,322</b>	<b>703,400</b>

Note1: £1,985,000 and £985,600 have been excluded from the 2011/12 and 2012/13 Consultation budgets respectively for Regeneration, Housing and Planning as this relates to the implementation of the Home Insulation scheme rather than consultancy. Similarly Home Insulation costs have been excluded from 2011/12 expenditure figures.

Note 2: The schools consultancy work is funded from a budget held separately for improvement activity that is jointly used to fund both internal and external support as appropriate. Therefore the schools budget does not include a defined amount within it for consultancy.

- 2.5 There is a reduction in the consultancy budget between 2011/12 and 2012/13. This partly reflects the one year costs incurred in 2011/12 relating to the Anna Klonowski report and realignment of some budgets to reflect actual activity levels and future predicted use of consultancy.
- 2.6 The increase in the Technical Services budget for consultancy in 2012/13 reflects a number of one off commitments including £150,000 relating to the 20 mph zone programme plus works in relating to the Waste and Highways contracts and works post Parks contract decision. Funding for 2011/12 expenditure has been met from within departmental budgets.
- 2.7 The Department with the highest spending in 2011/12 was Law, HR and Asset Management. This is primarily due to the Anna Klonowski work which totalled £247,000 plus work undertaken by Hay Group relating to the local pay review.
- 2.8 Finance is the next highest spending department. The majority of expenditure on consultants within Finance relates to Merseyside Pension Fund activities which Wirral manages on behalf of all the Merseyside local authorities and admitted bodies and who will all effectively fund these costs via their contribution rates.
- 2.9 A full list of departmental transactions relating to the 2011/12 financial year is contained within Appendix 1.

2.10 In addition to the departmental revenue expenditure, £388,688.80 has been incurred within the capital programme for consultancy costs in 2011/12. This expenditure relates to a number of approved capital programme schemes. Details of these transactions are also detailed in Appendix 1.

### **3.0 RELEVANT RISKS**

3.1 No decisions are required in relation to this report. As such there are no risks or opportunities to report.

### **4.0 OTHER OPTIONS CONSIDERED**

4.1 These are not applicable in respect of this report.

### **5.0 CONSULTATION**

5.1 No specific consultation has been undertaken with regard to this report.

### **6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS**

6.1 There are none arising directly from this report.

### **7.0 RESOURCE IMPLICATIONS**

7.1 There are no direct implications arising from this report relating to resources.

### **8.0 LEGAL IMPLICATIONS**

8.1 There are none arising directly from this report.

### **9.0 EQUALITIES IMPLICATIONS**

9.1 There are none arising directly from this report.

### **10.0 CARBON REDUCTION IMPLICATIONS**

10.1 There are none arising directly from this report.

### **11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS**

11.1 There are none arising directly from this report.

### **12.0 RECOMMENDATION**

12.1 That the report be noted.

### **13.0 REASON FOR RECOMMENDATION**

13.1 Members have previously asked for information to be made available regarding the use of consultants

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**REFERENCE MATERIAL / SUBJECT HISTORY**

<b>Council Meeting</b>	<b>Date</b>

**Consultancy Transactions for 2011-12**

**APPENDIX 1**

<b>Supplier</b>	<b>Reason</b>	<b>Total</b>
<b>ADULT SOCIAL SERVICES</b>		
EXPERIAN LTD	Credit Check	90.00
HELEN ROWLEY	Cabinet Reports	10,862.50
<b>ADULT SOCIAL SERVICES TOTAL</b>		<b>10,952.50</b>
<b>CHILDREN &amp; YOUNG PEOPLE</b>		
ALLAN KETTLEDAY	School Improvement Associates monitoring underachieving schools	6,300.00
ARTHUR GRALEY	School Improvement Associates monitoring underachieving schools	1,200.00
CHRIS BATMAN	Support for School Funding Formula	1,762.27
DEREK C BARNES	School Improvement Associates monitoring underachieving schools	100.00
DON WILLIAMSON EDUCATION SERVICES	Management of Training Programme	2,975.00
DOROTHY LEWIS CONSULTANCY	Independent Chair of Adoption Panel.	11,284.00
IAN RUFF	Specialist input to NW wide Adult Learning Continuing Professional Development Event	700.00
IAN RUSH CONSULTANCY LIMITED	Independent Chair Wirral Fostering Panel	2,837.50
INVOLVE NORTHWEST	Witness support and evidence gathering	8,000.00
K & L GATES LLP	Asset Management	5,698.37
MARIE KERWIN	Specialist input to NW wide Adult Learning Continuing Professional Development Event	1,400.00
MATTHEW W SMITH	Specialist input to NW wide Adult Learning Continuing Professional Development Event	1,750.00
MICHAEL FLETCHER HUNT	School Improvement Associates monitoring underachieving schools	1,600.00

<b>Supplier</b>	<b>Reason</b>	<b>Total</b>
MIKE DIXON CONSULTANCY LIMITED	School Improvement Associates monitoring underachieving schools	5,300.00
MORGAN HUNT PUBLIC SECTOR LTD	Fostering form assessment for panel	2,060.00
MTH ASSOCIATES (M T HUMPHREYS)	School Improvement Associates monitoring underachieving schools	2,600.00
QA RESEARCH LIMITED	Audit on Childcare across Wirral.	16,660.00
TOM MCNAMARA EMPLOYEE RELATIONS	Additional Support to deliver schools HR SLA	8,192.50
<b>CHILDREN &amp; YOUNG PEOPLE TOTAL</b>		<b>80,419.64</b>
<b>EDUCATION – SCHOOLS</b>		
ALAN PEAT LIMITED	School Improvement Associates part of Education Quality package	580.00
ANDERTON TIGER LLP	School Improvement Associates part of Education Quality package	988.44
CERTANTI FOUNDATION	School Improvement Associates part of Education Quality package	540.00
CLIVE HAMPTON ASSOICATES LIMITED	School Improvement Associates part of Education Quality package	400.00
DON WILLIAMSON EDUCATION SERVICES	Management of Training Programme	15,088.62
ECM EDUCATION CONSULTANTS LIMITED	School Improvement Associates part of Education Quality package	4,560.00
ERIC CRAVEN	Part of Schools Continuing Professional Education/ Educational Quality Package	800.00
FENNELLY ART LIMITED	Part of Schools Continuing Professional Education/ Educational Quality Package	17,930.00
INDEPENDENT THINKING LIMITED	Part of Schools Continuing Professional Education/ Educational Quality Package	4,284.25
JEB EDUCATIONAL CONSULTANCY LIMITED	Part of Schools Continuing Professional Education/ Educational Quality Package	1,848.00

<b>Supplier</b>	<b>Reason</b>	<b>Total</b>
JOHN YATES INTERNATIONAL	Part of Schools Continuing Professional Education/ Educational Quality Package	12,560.00
LANGUAGES FOR LEARNING	Part of Schools Continuing Professional Education/ Educational Quality Package	800.00
LYNNE HAYES	Schools Support to Advanced Skills Teachers package	900.00
MALCRO CONSULTANTS	School Improvement Associates part of Education Quality package	8,400.00
MAXIMISING POTENTIAL	Part of Schools Continuing Professional Education/ Educational Quality Package	4,800.00
MB EDUCATION & CREATIVE SERVICES	Part of Schools Continuing Professional Education/ Educational Quality Package	5,625.00
MICHAEL BUTLER	School Improvement Associates part of Education Quality package	3,900.00
MICHAEL CAROLAN	School Improvement Associates part of Education Quality package	2,200.00
MICHAEL FLETCHER HUNT	Part of Schools Continuing Professional Education/ Educational Quality Package	2,400.00
PAM STEVENSON	Part of Schools Continuing Professional Education/ Educational Quality Package	362.20
PETER J DIXON LEADERSHIP CONSULTANTS LIMITED	School Improvement Associates part of Education Quality package	4,150.00
ROSEMARY MCPHERSON	Music Advisor Support to Primary Schools	2,640.00
SALLY TONGE	Part of Education Quality Package External Provider - Specific Project	3,240.00
SO INTO IT LIMITED	School Improvement Associates part of Education Quality Package	1,820.00
SUCCESS THROUGH CHARACTER LIMITED	Part of Schools Continuing Professional Education/ Educational Quality Package	1,250.00
TAGHAN PRESS	Schools Curriculum Support part of Education Quality package	4,000.00

<b>Supplier</b>	<b>Reason</b>	<b>Total</b>
WILLOWEDGE LTD	School Improvement Associates part of Education Quality package	11,250.00
<b>EDUCATION - SCHOOLS TOTAL</b>		<b>117,316.81</b>
<b>FINANCE</b>		
A2I TRANSCRIPTION SERVICES LIMITED	Pensions Transcription	684.85
ARLINGCLOSE LIMITED	Treasury Management Advice	11,850.00
ATMOS DATA SERVICES LIMITED	IT Services	12,859.00
AUDITWARE SYSTEMS LIMITED	IT Services	447.50
BLINDVOICE UK	Transcription to Braille	865.25
BOLLAND & LOWE LIMITED	Pensions Publicity	5,027.54
CPA GLOBAL LIMITED	Legal Services	424.00
DARKHORSE DESIGN & ADVERTISING	Pensions Publicity	850.00
EXPERIAN LTD	Commercial Information for Pensions	131.25
HEYWOOD LIMITED	Pensions Advice	60,403.67
LA DIRECTORIES	HB Advice	4,252.50
MERCER LIMITED	Pensions Advice	2,000.00
MPF	Pensions Advice	17,102.41
MPF	Pensions Publicity	59,818.63
PETER DERRICK & ASSOCIATES LIMITED	Credit Check	15,000.00
PUNCHLINE MEDIA & EVENTS LIMITED	Pensions Publicity	117.80
RICHARD ANDERSON ASSOCIATES	Risk Management Survey and Review	4,396.00
<b>FINANCE TOTAL</b>		<b>196,230.40</b>
<b>LAW HR ASSET MANAGEMENT</b>		
ANNA KLONOWSKI ASSOCIATES LTD	Governance Review and Advice	247,010.25
EXPERIAN LTD	Credit Check	435.00
HAY GROUP MANAGEMENT LIMITED	Local Pay review	92,999.00
NORTHGATE ARINSO UK LIMITED	IT Services	1,631.00
NOVAS SCARMAN GROUP	Translation Services	50.00
T C GADSDEN	Local Pay review	400.00



Supplier	Reason	Total
<b>LAW HR ASSET MANAGEMENT TOTAL</b>		<b>342,525.25</b>
<b>REGENERATION, HOUSING &amp; PLANNING</b>		
A P SHEEHAN AND CO LIMITED	Viability for strategic housing land study	5,100.00
BE LIMITED	Employment forecasts update	1,000.00
CIPFA	Training Programme	420.00
DEAFABILITY PRODUCTIONS LIMITED	Training Programme	512.00
EXPERIAN LTD	Asset Management	105.00
GLHS LIMITED	Housing Strategy Survey	11,691.30
GVA GRIMLEY LLP	Retail Impact Advice on Red Cat, Greasby	500.00
KINNEAR MILLER ASSOCIATES	Housing Contracts (recovered from applicant)	6,625.60
LIVERPOOL CITY COUNCIL	Flood Prevention.	5,000.00
UNIVERSITY OF ST ANDREWS	Analysis of data relating to Housing. Services	2,000.00
WEIGHTMANS	Merseyside Information Service Contract	31,569.00
WIRRAL PARTNERSHIP HOMES LTD *001	Housing provider	1,077.09
WYG MANAGEMENT SERVICES LIMITED	Housing Contracts	300.00
<b>REGENERATION, HOUSING &amp; PLANNING TOTAL</b>		<b>65,899.99</b>
<b>TECHNICAL SERVICES</b>		
ACTIVE TREE MANAGEMENT	Maintenance	25,410.00
ASSOCIATION FOR PUBLIC SERVICE EXCELLENCE (APSE)	Temp Cover for Environmental & Waste Services Manager	14,400.00
MERCERS	Pension Actuary Fee	21,900.00
EVERSHEDS	Legal Advice on highways contract	14,103.00
EXPERIAN LTD	Credit Check	751.25
KEEP BRITAIN TIDY	Levy	3,000.00
KEVIN EARLE LIMITED	Highways New Engineering Contract	22,868.08
MERSEYSIDE RECYCLING AND WASTE AUTHORITY	Income - bag project	-7,500.00
MPF	Pension Actuary Fee	2,145.00

Supplier	Reason	Total
QUEST & NBS	Quest Launch	2,900.00
<b>TECHNICAL SERVICES TOTAL</b>		<b>99,977.33</b>
<b>OVERALL DEPARTMENTAL TOTALS</b>		<b>913,321.92</b>
<b>WMBC Capital Programme</b>		
AECOM LIMITED	Coastal Strategy	60,957.40
APEC ENVIRONMENTAL LTD	Asbestos Surveys	1,562.60
ATKINS LTD	Highway Maintenance	37,395.75
BASEMAP LIMITED	IT Services	550.00
CHESHIRE CLERK OF WORKS	Housing Contracts	9,800.00
COASTAL ENGINEERING UK LIMITED	Coastal Strategy	4,250.00
EXPERIAN LTD	Credit Check	18.75
HEWLETT-PACKARD LIMITED	IT Services	14,236.59
IMP-ITS	IT Services	295.86
INFINITE 3D LIMITED	IT Services	497.40
KGA PARTNERSHIP	Housing Contracts	2,700.00
LABOSPORT LIMITED	Testing of sports surfaces	5,900.00
LIVERPOOL HOUSING TRUST	Housing Contracts	40,013.13
MIKE BROWN	Academy Programme	150.00
MIKE BROWN	Asset Management	1,350.00
MILIEU LANDSCAPE DESIGN LIMITED	Asset Management	2,250.00
MOTT MACDONALD LIMITED	Academy Programme	80,200.00
NAVIGANT CONSULTING (EUROPE) LIMITED	IT Services	10,846.40
NOVATIA PLC	IT Services	2,982.00
SCOTT WILSON LTD	Highway Maintenance	59,068.17
SWITCHSHOP LIMITED	IT Services	897.14
THE PSL GROUP	Scooter Scheme	181.18
URS INFRASTRUCTURE & ENVIRONMENT UK LIMITED	Highway Maintenance	29,134.56
WEBBCOM	IT Services	6,090.00
WYG ENVIRONMENT PLANNING TRANSPORT LIMITED	Housing Contracts	4,471.58

<b>Supplier</b>	<b>Reason</b>	<b>Total</b>
WYG MANAGEMENT SERVICES LIMITED	Design Quality Indicators	1,975.54
WYG MANAGEMENT SERVICES LIMITED	Housing Contracts	14,914.75
<b>CAPITAL PROGRAMME TOTAL</b>		<b>392,688.80</b>
<b>DEPARTMENTAL AND CAPITAL PROGRAMME TOTAL</b>		<b>1,306,010.72</b>