

WIRRAL COUNCIL

SUSTAINABLE COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE

29TH JANUARY 2013

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|-------------------------|---|
| SUBJECT: | DECISIONS TAKEN UNDER DELEGATED POWERS |
| WARD/S AFFECTED: | ALL |
| REPORT OF: | INTERIM DIRECTOR OF TECHNICAL SERVICES |
| KEY DECISION? | NO |

1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to inform the Committee, in accordance with the Approved Scheme of Delegation, of any instances where delegated authority has been used by the Interim Director of Technical Services with respect to the appointment of contractors. In this case, the tender procurement process for the Inspection, reporting and design of improvement works to Wirral's Aids to Navigation.

2.0 BACKGROUND AND KEY ISSUES

2.1 Under the Approved Scheme of Delegation, the Deputy Director of Technical Services has used delegated authority to approve the appointment of the contractor as follows:

2.2 Contract Title: Aids to Navigation Inspection & Reporting

Contractor: Martin Wright Associates.

Contract Term 14 weeks

Contract Sum £17,703.35

2.3 The successful tenderer was appointed after a competitive tendering, and subsequent evaluation, process that was undertaken in accordance with the Council's Contract Procurement Rules.

3.0 RELEVANT RISKS

3.1 The tender process included a financial check on the consultant prior to appointment to provide assurance that the appointed consultant is financially secure.

4.0 OTHER OPTIONS CONSIDERED

4.1 None.

5.0 CONSULTATION

5.1 There are no specific consultation implications arising from this report.

6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

6.1 There are no specific implications arising directly from this report.

7.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

7.1 The works are split funded from the Coast Protection Capital Block and from Coast Protection Revenue. Approval was received on 11th October 2012 to proceed with the project.

8.0 LEGAL IMPLICATIONS

8.1 There are no specific implications arising from this report.

9.0 EQUALITIES IMPLICATIONS

9.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

(b) No, because there is no relevance to equality.

10.0 CARBON REDUCTION IMPLICATIONS

10.1 There are no specific carbon reduction implications arising from this report.

11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

11.1 There are no specific implications arising from this report.

12.0 RECOMMENDATION/S

12.1 That the report be noted.

13.0 REASON/S FOR RECOMMENDATION/S

13.1 To advise Committee in accordance with the Approved Scheme of Delegation.

REPORT AUTHOR: Neil Thomas
Principal Assistant Engineer
0151 606 2333
email: neilthomas@wirral.gov.uk

APPENDICES

None

REFERENCE MATERIAL

None.

SUBJECT HISTORY (last 3 years)

| Council Meeting | Date |
|-----------------|------|
| | |

Equality Impact Assessment Toolkit (from May 2012)

Section 1: Your details

EIA lead Officer: Rob Clifford

Email address: robertclifford@wirral.gov.uk

Head of Section: Mark Smith

Chief Officer: Interim Director of Technical Services

Department: Technical Services

Date: 7th January 2013

Section 2: What Council proposal is being assessed?

Use of delegated authority to accept a tender for inspection, reporting and design works to Wirral's Aids to Navigation.

Section 2b: Will this EIA be submitted to a Cabinet or Overview & Scrutiny Committee?

Yes / No If 'yes' please state which meeting and what date

Sustainable Communities Overview & Scrutiny Committee 29th January 2013

Please add hyperlink to where your EIA is/will be published on the Council's website (see your Departmental Equality Group Chair for appropriate hyperlink)

...<http://www.wirral.gov.uk/my-services/community-and-living/equality-diversity-cohesion/equality-impact-assessments/eias-2010/technical-services-0>.....

Section 3: Does the proposal have the potential to affect..... (please tick relevant boxes)

- Services**
- The workforce**
- Communities**
- Other** (please state eg: Partners, Private Sector, Voluntary & Community Sector)
Private Sector – commercial and non-commercial users of Wirral’s waterspace.

If you have ticked one or more of above, please go to section 4.

None (please stop here and email this form to your Chief Officer who needs to email it to equalitywatch@wirral.gov.uk for publishing)

Section 4: Does the proposal have the potential to maintain or enhance the way the Council (please tick relevant boxes)

- Eliminates unlawful discrimination, harassment and victimisation
- Advances equality of opportunity
- Fosters good relations between groups of people

If you have ticked one or more of above, please go to section 5.

- No** (please stop here and email this form to your Chief Officer who needs to email it to equalitywatch@wirral.gov.uk for publishing)

Section 5:

Could the proposal have a positive or negative impact on any of the protected groups (race, gender, disability, gender reassignment, age, pregnancy and maternity, religion and belief, sexual orientation, marriage and civil partnership)?

You may also want to consider socio-economic status of individuals.

Please list in the table below and include actions required to mitigate any potential negative impact.

| Which group(s) of people could be affected | Potential positive or negative impact | Action required to mitigate any potential negative impact | Lead person | Timescale | Resource implications |
|--|---------------------------------------|---|-------------|-----------|-----------------------|
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Section 5a: Where and how will the above actions be monitored?

Section 5b: If you think there is no negative impact, what is your reasoning behind this?

Section 6: What research / data / information have you used in support of this process?

Section 7: Are you intending to carry out any consultation with regard to this Council proposal?

If 'yes' please continue to section 8.

If 'no' please state your reason(s) why:

(please stop here and email this form to your Chief Officer who needs to email it to equalitywatch@wirral.gov.uk for publishing)

Section 8: How will consultation take place and by when?

Before you complete your consultation, please email your preliminary EIA to equalitywatch@wirral.gov.uk via your Chief Officer in order for the Council to ensure it is meeting it's legal requirements. The EIA will be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 5. Then email this form to your Chief Officer who needs to email it to equalitywatch@wirral.gov.uk for re-publishing.