

APPENDIX – OFFICER DECISION NOTICES 1 APRIL 2015 – 30 SEPTEMBER 2015

Date	Project Status	Project Title	Directorate	Service Area	Project Description	Value of Decision	Departmental Contact	Signed By	Approved By
Extensions									
19/04/15	Extension	Voluntary, Community and Faith Sector Support Contract	Transformation and Resources	Neighbourhoods and Engagement	The Voluntary Community Faith Sector Support contract provides support to social sector organisations in Wirral to develop and thrive. Following a competitive tendering process the contract was awarded to Voluntary Community Action Wirral (VCAW) in July 2012. The contract was for a three year period with the option to extend for a further two years subject to satisfactory delivery of the contract. The three year period terminated in July 2015, this contract has been extended for one year with a further review in July 2016.	102,793	Third Sector Development Officer	Strategic Director - Transformation and Resource	Acting S151 Officer
19/04/15	Extension	One year extension to General Advice Service.	Transformation and Resources	Neighbourhoods and Engagement	The General Advice Service contract provides support to social sector organisations in Wirral to develop and thrive. Following a competitive tendering process the contract was awarded to Wirral Citizens Advice Bureau (CAB) in July 2012. Wirral CAB provides a valuable service for Wirral residents through the provision of general advice including advice on legal rights; benefits; debt; financial; employment rights; housing; volunteering programmes. The contract was for a three year period with the option to extend for a further two years subject to satisfactory delivery of the contract. The three year period terminated in July 2015, this contract has been extended for one year with a further review in July 2016.	260,000	Third Sector Development Officer	Strategic Director - Transformation and Resource	Acting S151 Officer
02/07/2015	Extension	12 month extension to Shared Lives Carers contract with Avalon.	Families and Wellbeing	Adult Social Services	Following a competitive tender exercise the management contract was awarded to Avalon in April 2014. The contract formally commenced 10 July 2014. Over the last 12 months Avalon have significantly reduced the weekly management fee payable by the Council, together with working with carers and DASS on a new fee structure for shared lives carers. The service delivered by Avalon has been consistently exemplary and provides value for money. Therefore, in compliance with the contract terms, the contract is to be extended for a further 12 months until the 9 July 2016.	300,000	Director of Adult Social Services	Director of Adult Social Services	Acting S151 Officer
18/08/15	Extension	1 year extension to Corporate Eye Care with Fredrick Howard Opticians.	Transformation and Resources	Corporate	The Corporate Eye Care Contract was awarded to Fredrick Howard Opticians in August 2011 for three years with options to extend for a further two years. A one year extension was granted until July 2015, after satisfactory delivery of the contract. The contract has been delivered to a satisfactory standard and a further one year extension has been granted until July 2016. The contract will be retendered in early 2016.	7,000	Senior Procurement Officer	Head of Corporate and Community Safety	Strategic Director - Transformation and Resource
19/08/15	Extension	Provision of maintenance for Apple systems peripherals and software with GBM Digital.	Transformation and Resources	IT	The current maintenance contract covering Apple Macintosh Systems, iPads, peripherals and software operated by the Council is due to expire on the 30 September 2015. As part that contract, the contract duration included an option to extend for up to 2 years. GBM Digital are the contract holders have quoted £4,250.00 for a two year extension and as their delivery of the contract has been to the standard required, the contract has been extended to 30 August 2017.	4,250	Senior Procurement Officer	Senior IT Officer	Strategic Director - Transformation and Resource

25/08/15	Extension	11 month extensions to Supported Housing contracts for clients experiencing Social Exclusion and Mental Health Issues	Regeneration & Environment	Public Health	To award extensions to Supported Housing Contracts for clients experiencing Social Exclusion and for those with Mental Health issues from September 2014 to the end of July 2016. The contract extensions will also allow time to understand the implications of future government announcements regarding Welfare Reforms. For example loss of benefits for 16 to 21 year olds and the likely impacts on people, homelessness levels and service provision within the Borough. The contract extensions are in accordance with clause 2.2 of the Housing Support contract which states 'We will have the option to extend the agreement beyond that date by giving you not less than one month's prior written notice'	2,627,390	Head of Environment & Regulation / Head of Transformation	Head of Procurement / Head of Legal and Members Services	Chief Executive
04/09/15	Extension	Secure Destruction of Confidential Waste 6 month extension with PHS Datashred.	Transformation and Resources	IT	The current contract was awarded to PHS Datashred in 2011. The contract came into effect on 1 November 2011 for a period of 3 years with the option to extend twice, each extension being up to 1 year. The service provided for the past 4 years (3 years plus 1 year extension) has been very satisfactory, therefore the contract was extended by a further 6 months until 30 April 2016, by which time a new contract will have been tendered in the knowledge of the reduction in Council requirements due to the results of the Asset Review.	15,000	Principal Records Management Officer	Principal Records Management Officer	Acting S151 Officer
Awards									
21/09/15	Award	To appoint Specialist Computer Centre to supply servers and related services for the migration of Microsoft Servers to windows server 2012/2008.	Transformation and Resources	IT	Following the evaluation of this contract IT Services sought approval to enter into a contract with Systems Computer Centres Plc (SCC) to provide servers & related services for the migration of Microsoft servers to Windows server 2012/2008 for an estimated sum of £751,280. A competitive tender process was used utilizing a Crown Commercial Services Framework - Technology Products RM1054 Lot 1 Contract Ref-9XAC-ZUQEMA the document was issued via the Chest on 08/07/2015 to the 21 supplier who are listed on the Lot inviting them to submit a response for the requirement. Out of the 21 suppliers, only 1 supplier submitted a response, this was SCC. An ITT evaluation scoring exercise & supplier presentation were completed in accordance with Procurement policy. SCC met all of the essential & desired criteria & were therefore selected by the evaluation panel as the most suitable supplier. Notes: The discovery phase of the project will confirm the project scope, duration & cost. The ITT includes estimated times & costs for these which the discovery phase will confirm. Further approval will be required if the estimated costs quoted within the ITT are likely to be exceeded. This will be confirmed during the discovery phase.	751,280	IT Infrastructure Manager	Chief Information Officer	Strategic Director - Transformation and Resource

Variations									
29/04/15	Variation	To vary the current contract with Community Action Wirral (CAW)	Families and wellbeing	Public Health	<p>To continue the current contract start date 1st Apr 2012 for Stop Smoking services in Wirral. This contract has been rolled over each year since the transfer of Public Health to the Council via Cabinet with this latest being 15th Jan 2015 – Public Health Investments 15/16</p> <p>The budget for this contract is to be varied up to a cap of £124,923 this includes £25k for a co-ordinators post (which remains fixed regardless of increased activity). This exception is subject to CPR E120, compatibility issues such that procurement from another source would be uneconomic given the investment in previous infrastructure.</p>	124,923	Third Sector Development Officer	Director of Public Health	Strategic Director - Transformation and Resource

Waivers									
19/06/15	Exception	Supply of the Working Wirral Programme	Regeneration & Environment	Strategic Development	<p>To enter into a contract with Involve Northwest to provide The Supply of the Working Wirral Programme for a sum of £490,000 for the period 1st September 2015 to 31st March 2016.</p> <p>The decision of the Strategic Director, Regeneration and Environment, to allow continuous delivery of the Council's worklessness support contract beyond the current contract end date of 31st August 2015. This contract supports delivery of Wirral's Investment Strategy and Corporate Plan by addressing worklessness issues in Wirral.</p> <p>Importantly this decision allows the Council to seek significant additional ESF investment to tackle worklessness. The proposed approach to utilise the remaining public health grant as match funding has the potential to secure an additional ESF investment of over £2 million for the Council.</p> <p>The duration of this contract to 31st March 2016 allows the Council the opportunity to await the outcome of the Liverpool City Region bid for additional ESF funds and subsequently commence re-procurement of the service in November/December 2015 for commencement of delivery on 1st April 2016.</p>	490,000	Economic Policy Officer	Strategic Director of Regeneration and Environment	Head of Procurement, Acting S151 Officer, Head of Legal and Member Services

26/06/15	Exception	8 month contract with Man Coed VM Limited to provide Streetscene Arboriculture Services.	Regeneration & Environment	Highway Management Division	<p>8 month contract with Man Coed VM Limited to provide Streetscene Arboriculture Services from 31 July 2015 to 31 March 2016.</p> <p>The Council entered into a contract with West Coast Network Services (WCNS) on 1 August 2013 for the provision of the Streetscene Services Arboriculture Contract. The original contract period was for 2 years with an option to extend for a further year.</p> <p>In May 2014 WCNS changed their operating name to Man Coed and continued to provide contract services to the council.</p> <p>On 13 May 2015 the company had entered into Administration and were no longer able to undertake their contractual obligations.</p> <p>A new company has been recently formed and is made up from the management team and operatives of the former Man Coed. They are to be known as Man Coed V.M. Ltd.</p> <p>This new company has successfully novated all of the former companies active contracts and has also acquired the business and assets from the former company.</p> <p>During the proposed period of the extension the Council will prepare another tender opportunity where contractors will be invited to submit tenders for all aspects of reactive and programmed maintenance of the surveyed trees for a period of four years.</p> <p>This new tree maintenance contract will commence in April 2016.</p>	172,500	Head of Environment and Regulation	Head of Environment and Regulation	Head of Legal / Head of Procurement
02/07/15	Exception	To appoint 12 additional Nursing beds for Transitional Care arrangements.	Families and wellbeing	Adult Social Services	<p>To appoint 12 additional Nursing beds for Transitional Care arrangements as part of existing Intermediate Care Services for the month of July 2015, reducing to 8 beds in August 2015.</p> <p>To enter into a contract to provide 12 additional Transitional Care beds to support systems resilience pressures for the month of July. Currently contracted until 30 June 2015. To further extend the 8 nursing beds at Daleside for the month of August. A new contract commenced on 1 September 2015, which included additional bed capacity.</p>	61,093	Head of Transformation (Adults)	Head of Transformation (Adults)	Head of Legal / Head of Procurement
03/07/15	Exception	Contract with Acuma to provide new software licences and upgrade.	Families and wellbeing	Adult Social Services	<p>An exception to CPR's was requested on the grounds that ordinarily this would be routine system upgrade, however due to the introduction of new a licencing model by SAP the costs incurred are greater. The existing licences that the Council has procured via Acuma can be traded in to obtain a 35% reduction against the market price of these new licences.</p> <p>Acuma act as agents on behalf of SAP who determine the licence costs with Acuma receiving a commission against sales. Due to the timescales involved in this upgrade and the fact the licence costs are determined by SAP the recommendation is to remain with the incumbent provider with whom working relationships already exist thereby expediting the upgrade process.</p>	60,000	IT Officer	Director of Adult Social Services	Head of Legal / Head of Procurement

13/07/15	Exception	Contract with Health Trust Europe to provide a Car lease scheme through Salary Sacrifice.	Transformation and Resources	HR	This new contract forms part of the Council's Employee Benefits Scheme (contract with P&MM) for a sum of £50k. This contract has been arranged through a compliant Framework agreement. The introduction of an Employee Benefits Scheme, offering a range of savings and discounts to employees, including car lease, gives the Council the opportunity to support its workforce and improve morale, in addition to making financial savings for the Council.	50,000	Senior HR Officer	Strategic Director - Transformation and Resource	Head of Procurement
25/08/15	Exception	Contract with Mott MacDonald for Surveys, Model Development and Model Application	Regeneration & Environment	Transport Services	Mott MacDonald were awarded a contract, in March 2015, to submit a proposal to the Council for Phase 1 of the development of the Wirral Traffic Model Development Work for Traffic survey work and Install traffic counters. This work was awarded via call off arrangements provided under the Mott MacDonald Single Party Framework agreement Consultancy Services for monitoring Merseyside Local Transport Plan. This new contract will provide the budget to complete the remaining aspects of Phase 1, due to Highways England's bridge strengthening work part of Phase 1 was not completed, and continue with Phase 2 of the project. Contract to start August 2015 to be completed by March 2016 with no extension option in place.	65,000	Head of Environment & Regulation	Head of Environment & Regulation	Head of Legal / Head of Procurement