

**To the Chair and Members of the  
AUDIT COMMITTEE**

**BREACHES AND WAIVERS TO THE COUNCIL FINANCIAL AND CONTRACT  
PROCEDURE RULES**

**EXECUTIVE SUMMARY**

1. This Report provides Members with details of waivers and breaches to Finance and Contract Procedure Rules (C.P.R's) for the period 1st April 2016 to the end of October 2016.
2. The table below identifies the number of new waivers and breaches recorded by each Directorate since the last audit report presented in April 2016. The details of each waiver and breach are summarised in the appendices of this report.

<b>Period 1<sup>st</sup> April 2016 to the end of 31<sup>st</sup> October 2016</b>	<b>Breaches</b>	<b>Waivers</b>
Adults, Health & Wellbeing	5	7
Public Health	0	1
Learning & Opportunities: Children & Young People	0	7
Finance & Corporate Services	0	3
Council Wide Services	1	0
Regeneration & Environment	1	5
<b>GRAND TOTAL</b>	<b>7</b>	<b>23</b>

**RECOMMENDATION**

3. To note the information and actions contained in this report, regarding waivers and breaches of FPR's and C.P.R's

## **WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?**

4. There are no specific implications within this report, with regards to waivers or breaches.

## **BACKGROUND**

5. The Chief Financial Officer monitors compliance with (C.P.R.s) via an update from the Strategic Procurement team, detailing any reported waivers of C.P.R.s and instances of breach

### **Contract Procedure Rules (C.P.R's)**

6. The Council's C.P.R.s detail the following thresholds where commensurate competition should be undertaken by officers to ensure that value for money is being achieved:-
  - Up to £5,000 - use of an in-house supplier, Council wide contract, framework Agreement or direct award where possible to a Doncaster based organisation.
  - Between £5,000 and £25,000 – use of an in-house supplier, Council wide contract, framework Agreement or obtain three verbal quotes one of which must be from a Doncaster based organisation (a record of quotes is to be maintained);
  - Between £25,000 and £164,176 use of an in house supplier, Council wide contract, framework agreement or obtain three written quotes one of which must be from a Doncaster based organisation where the above is not available;
  - Over £164,176 use of an In-house supplier, Council wide contract, framework Agreement or carry out a formal tender process.
7. Whilst the EU thresholds are set within the legislation and, therefore, cannot be waived, it is recognised that from time to time discretionary thresholds within C.P.R's may be a barrier to the delivery of the service and, therefore, Council officers can request that the C.P.R's are waived in specific instances via a C.P.R waiver report, which is approved by the Chief Financial Officer in accordance with the following permissible exemptions.
  - a. the goods, services or works are proprietary in nature (i.e. where only one supplier can supply the product or services);
  - b. the contract is for goods, services or works that are required in circumstances of extreme urgency;
  - c. the circumstances of the proposed procurement are covered by legislative

exemptions (whether under EU or UK. law);

- d. there are other circumstances that are genuinely exceptional.

### **Breaches to CPR's**

8. Breaches arise from either the aggregation of spend with one supplier going over pre-prescribed limits, a complete absence of any identifiable contract, a failure to comply with requirements to obtain adequate competition or an extension of contract beyond its agreed term or lifetime.
9. It is therefore important that steps are taken to ensure breaches are identified, investigated and plans quickly put in place to rectify the position. A summary report is produced for each breach and detail actions required to be taken, including where necessary the decommissioning of contracts.
10. An unprecedented number of breaches to CPR's have been reported this period (i.e. seven) as detailed in Appendix 1. As the majority of breaches are within AHWB a series of improvement actions have been implemented (see paragraph 17 and 18 below)

### **Update to Breaches previously reported**

11. In April 2016, there were four new breaches of CPR's reported to Audit Committee as well as updates on five existing unresolved breaches.
12. From a total of 9, six have now been resolved, these are:-
  - White Rose SEN Framework – A new Agreement has been implemented
  - Sam and Sammie – The Council is no longer responsible for the procurement of Sam and Sammie project materials. This has now been taken up by the responsible schools.
  - Affinity Workforce – contract ended with the Council.
  - Consultants on Ltd company – contract ended with the Council.
  - Springwell Lane and Lanark Drive – this contract has now been transferred to the CCG.
  - Autism Family Practitioners – this service is now provided directly by the council.
13. There remains three outstanding unresolved breaches, as detailed below:-
  - Older Peoples alarm scheme with various suppliers – options are being considered within AHWB management team, but as yet the issue remains unresolved.
  - Solar Centre – A learning disability strategy for Doncaster involving ourselves, the CCG and RDASH is being developed which is being informed by the work done by Peopletoo and Ernst Young. The first meeting between key partners took place on 28 October. The proposal is to develop a robust community based model for Learning disability clients which will be ready to implement from 1 April 2017.

- Doncaster Mind & Changing Lives – A mental health service review has not progressed as anticipated. Adults now propose to require both service providers to work collaboratively and align with the direction of travel being taken in relation to Community Led Support. Funding is to continue to end of 17/18 and a procurement exercise will be undertaken to put a contract in place during that time.

### Waivers to CPR's

14. Twenty three waivers to CPR's have been approved this period (see appendix 2 for the detail of each waiver).
15. The waivers detailed in this report have been reviewed and agreed either by the Chief Financial Officer & Assistant Director of Finance and Performance, the Director of Finance and Corporate Services or the Chief Executive (for Finance and Corporate Services Directorate).

### Improvement Actions

16. The number of CPR Breaches / Waivers occurring within Adults, Health and Wellbeing directorate has resulted in Internal Audit working with the Directorate and the Strategic Procurement Team to identify improvements in the directorate's procurement and commissioning arrangements that will minimise the risk of breaches and waivers occurring in future. Included within this work is an assessment of contract / procurement information held within both the Adults Health and Wellbeing directorate and the Corporate Procurement Team.
17. Initial quick win improvements have been identified as below, whilst further detailed review work is scoped and agreed:
  - ✓ Strategic Procurement team working with Adults Health and Wellbeing, Commissioning have been identifying all contracts coming to an end within the next 12 to 18 months and for each they are seeking to identify; whether the contract should be re procured as is / whether work needs undertaking to produce a revised specification for the service or a similar service / or whether the service no longer fits within the direction of the transformation strategy, as appropriate. A plan will be created showing, for each contract, the anticipated outcome, appropriate responsibility / resource to meet the anticipated outcome and a timeline for each. **Current Status – The current status of each contract has been identified and an initial assessment of the way forward for the majority has been undertaken. This is expected to be completed by the end of November.**
  - ✓ Procurement and Legal Services are to deliver a training event for all appropriate officers within Adults Health and Wellbeing on CPR's and decision making processes including Officer Decision Records etc. **Current Status – The event is proposed to be held on 25<sup>th</sup> January 2017**
  - ✓ The Interim Assistant Director Modernisation and Commissioning is to meet with Internal Audit to identify any areas of work where it would be beneficial

for Internal Audit to undertake to identify further improvements in commissioning arrangements (e.g. contract monitoring arrangements, contract register effectiveness, commissioning strategy, decision making, specific contract reviews (including deliverables), risks to implementing the transformational plan or part thereof, adequacy of progress against the plan etc.). **Current Status – Scheduled January 2017**

## REVIEW OF PROCUREMENT ARRANGEMENTS ABOVE £5,000

18. The Corporate Procurement Team continues to work closely with all Directorates to improve procurement generally, but to also provide assurance that arrangements are robust and compliant with CPR's. Where waivers and breaches are identified, they are recorded and appropriate procurement plans are agreed and developed if/where appropriate.

## BREACHES OF FINANCIAL PROCEDURE RULES

19. Council is currently investigating the report of a breach in its financial procedure rules in relation to the processes for additional payments to staff. An update on this matter will be provided at a future Audit Committee.

## OPTIONS CONSIDERED

20. Each waiver is examined and where appropriate challenged for alternative options prior to approval.

## REASONS FOR RECOMMENDED OPTION

21. It is clearly important that the Council's Contract Procedure Rules are adhered to and that from a governance and procurement perspective, where breaches are identified a robust corrective plan is put in place to protect the council's commercial interests through contracts.

## IMPACT ON THE COUNCIL'S KEY OUTCOMES

22.

	<b>Outcomes</b>	<b>Implications</b>
	<p>All people in Doncaster benefit from a thriving and resilient economy.</p> <ul style="list-style-type: none"> <li>• <i>Mayoral Priority: Creating Jobs and Housing</i></li> <li>• <i>Mayoral Priority: Be a strong voice for our veterans</i></li> <li>• <i>Mayoral Priority: Protecting Doncaster's vital services</i></li> </ul>	
	<p>People live safe, healthy, active</p>	

	<p>and independent lives.</p> <ul style="list-style-type: none"> <li>• <i>Mayoral Priority: Safeguarding our Communities</i></li> <li>• <i>Mayoral Priority: Bringing down the cost of living</i></li> </ul>	<p><i>Please see Appendix 1 for an explanation of each waiver.</i></p>
	<p>People in Doncaster benefit from a high quality built and natural environment.</p> <ul style="list-style-type: none"> <li>• <i>Mayoral Priority: Creating Jobs and Housing</i></li> <li>• <i>Mayoral Priority: Safeguarding our Communities</i></li> <li>• <i>Mayoral Priority: Bringing down the cost of living</i></li> </ul>	
	<p>All families thrive.</p> <ul style="list-style-type: none"> <li>• <i>Mayoral Priority: Protecting Doncaster's vital services</i></li> </ul>	
	<p>Council services are modern and value for money.</p>	
	<p>Working with our partners we will provide strong leadership and governance.</p>	

## **RISKS AND ASSUMPTIONS**

23. With regards to the ongoing review of commercial arrangements with suppliers the risks of breaches to CPR'S potentially exposes the Council to reputational, legal and commercial risk. The review and plans arising from its aim to remedy this and mitigate any remaining open risk.

## **LEGAL IMPLICATIONS**

24. There are no specific legal implications arising from this report. However, Legal Services provide advice and assistance on the specific context of CPR breaches and waivers and reviewing existing commercial arrangements.

## **FINANCIAL IMPLICATIONS**

25. There are no specific implications within this report, as each waiver or breach is considered on its own merits. Where financial implications arise from the wider review of commercial arrangements with suppliers these will be reviewed on a

case by case basis.

## **HUMAN RESOURCE IMPLICATIONS**

26. There are no specific human resource implications within this report, as each waiver or breach is considered on its own merits.

## **TECHNOLOGY IMPLICATIONS**

27. There are no specific technology implications within this report, as each waiver or breach is considered on its own merits.

## **EQUALITY IMPLICATIONS**

28. The author of each waiver would need to consider all equality implications.

## **CONSULTATION**

29. This report has significant implications in terms of the following:

Procurement	✓	Crime & Disorder	
Human Resources		Human Rights & Equalities	
Buildings, Land and Occupiers		Environment & Sustainability	
ICT		Capital Programme	

## **BACKGROUND PAPERS**

30. None

## **REPORT AUTHOR & CONTRIBUTORS**

Denise Bann  
Head of Procurement

**Steve Mawson**  
**Chief Financial Officer**  
**& Assistant Director Finance & Performance**

## BREACHES

This appendix details the C.P.R. breaches that have been identified to the end of October 2016, together with a brief explanation of the reasons for the breach and their current status

Directorate & Responsible Officer	Contract Description	Annual Breach Value	Contract End Date	Reason for breach	Proposed action	Timescale for resolution
Adults, Health and Wellbeing	Managed Accounts – provided by the Rowan Organisation	£30,000 max	31/01/ 2014	<p>The previous contract expired.</p> <p>The tender of the Care and Support at Home Service (CCASH) was delayed resulting in the interim Managed Accounts service going into breach.</p>	<p>CPR waiver until February 2017 – this will enable transition to the new interim money management service</p> <p>Tender for an interim money management service as part of Phase 1 of the new model for Commissioned Care and Support at Home – the new service will be paid for from service users Direct Payment – this has been agreed by Assessment and Care Management.</p>	<p>CPR waiver in place to February 2017</p> <p>Tender for a new interim money management service</p>
Adults, Health and Wellbeing	Telecare Equipment	£168,952	End Dec 2014	<p>The telecare service originally procured it's equipment requirements through the former Government Procurement Service (formerly Buying Solutions) framework Agreement for telecare, telehealth and telecoaching. This framework enabled public sector organisations to purchase products and services from a range of suppliers. This framework Agreement expired at the end of 2014 and a decision was taken to join the National Housing</p>	<p>All contract documentation with NHC has now been signed up via an appropriate framework which provides the Council with a compliant route for all future procurement.</p> <p>No additional costs have been incurred for purchases made outside of the framework.</p>	Resolved



Directorate & Responsible Officer	Contract Description	Annual Breach Value	Contract End Date	Reason for breach	Proposed action	Timescale for resolution
				<p>Consortium (NHC) framework for Technology Enabled Care Services. As Doncaster Council were already members, we could access the framework.</p> <p>In May 16, it transpired that although Doncaster Council was under the impression it was purchasing through the NHC Framework, this wasn't the case and the Council had no contract drawn up with Tunstall Healthcare under the framework.</p>		
Adults, Health and Wellbeing	YMCA (Goodall House)	£170,000	26/06/16	<p>The contract has expired.</p> <p>The Council continues to support an accommodation service for homeless people. There was an agreement that there would be no change to current arrangements until the 16/17 year old protocol for homeless young people was implemented and the impact clearly understood.</p>	Pending the outcome of the 6 mth review of the protocol.	Pending the outcome of the review, following which any recommendations will be implemented.
Adults, Health and Wellbeing	Doncaster MIND - Morley Road supported accommodation service for people with mental health issues	£68,392	10/10/16	<p>The contract has expired.</p> <p>This service was due to form part of a wider mental health review however, the review did not progress as anticipated and the contract went into breach.</p>	In the absence of a wider mental health review, the Council will undertake a service specific review involving service users and stakeholders. This will inform future commissioning intentions for 2017/18.	Service review to be completed by March 2017 following which a tender exercise will take place in early summer.
Adults, Health and Wellbeing	PD Resources Consultancy Ltd	£120,818	31/06/17	In October 2015, an Adult's Improvement Board was established to deliver service transformation with a rapid pace. The transformation programme required significant project lead	Interim appointment due to end June 2017	June 2017

Directorate & Responsible Officer	Contract Description	Annual Breach Value	Contract End Date	Reason for breach	Proposed action	Timescale for resolution
				<p>expertise to deliver the necessary change whilst maximising efficiencies and leading a team of operational staff. As such an urgent appointment was required to lead on the transformation programme.</p>		
Regeneration and Environment	AQUA MI system from Service Birmingham Ltd	£11,500	Unknown	It is identified that this contract may have lapsed due to restructure and change of service management.	A waiver has been put in place and an report submitted to the Information Governance Board to request approval to undertake a procurement exercise to implement a new system in 2017	To review and procure within 12 months.
Council Wide Services	Odgers Interim Management	£204,600	31/06/17	<p>On 31<sup>st</sup> December 2015 a senior member of staff left the Council. This resulted in a key post being left vacant.</p> <p>The Council was therefore required to take immediate and urgent action to source a suitable replacement, to fill the post whilst continuing to drive forward a transformation programme which was at a crucial point without a strategic leader.</p>	Interim appointment due to end June 2017	June 2017

## APPENDIX 2

### WAIVERS

This appendix details the C.P.R. waivers that have been agreed since the last report covering the period 1<sup>st</sup> April 2016 to the end of October 2016, together with a brief explanation of the reasons for the waiver. The proposed action will need to be concluded in advance of the expiry of the waiver end date to prevent the occurrence of a breach (i.e. unless it is proposed that the arrangements will end).

Directorate & waiver no	Contract Description	Waiver Value	Waiver End Date	Background	Reason for waiver	Proposed action
Adults, Health and Wellbeing CPR/16/03/0009	Managed Accounts	£30,000	February 2017	The contract with The Rowan organisation was originally put in place to support service users to manage their direct payments/personal budgets. The original contract ended in 2014 and has continued since then in breach.	A waiver was granted to directly award a contract to the Rowan Organisation (for up to 12 months) so that the managed account service could be continued.	Tender to secure a new money management service.
Adults Health and Wellbeing CPR/16/03/0007	Supported accommodation	£196,246	31/03/2017	The Council currently commissions a supported accommodation service within 'Doncaster Foyer' for young people who are experiencing homelessness. The short-term service provides an integrated supported accommodation and learning offer where young people are enabled to develop the necessary skills and confidence in all aspects of independent living.  The 5-year contract expired on 31 March 2016.	A waiver was granted to extend the contract for a further year following a service review which identified that 16-18 year olds were accessing the service. The waiver was specifically allowed to enable joint work to take place between the Council and the Children Trust (CT) to determine whether a jointly funded contract would be put in place (following a tender exercise) or whether the individual agencies would commissioned their own service (ie for 16-18 year olds and separately for 18-25 year olds).	A new service will be tendered with a contract in place for the end of the extension period. A project plan will be developed immediately to ensure delivery.
Adults Health and Wellbeing CPR/16/04/0002	Netloan Pro	£20,847	09/07/2019	Lorensbergs provide support and maintenance of PC booking software Netloan which is used by the library service. The software controls how long	Due to the proprietary nature of the software, only the supplier Lorensbergs are able to provide the maintenance and support.	The Council will carry out a review of the current software and software market to ensure that the

Directorate & waiver no	Contract Description	Waiver Value	Waiver End Date	Background	Reason for waiver	Proposed action
				the public are able to use the PCs for, tracks the use of the PCs and controls the facility for public printing.	The length of the waiver is in recognition that Doncaster Libraries currently own the Netloan software. Obtaining cover for 36 months will ensure that the price per annum remains at 2016 prices for the whole term of the 3 year contract.	software is still fit for purpose and to determine if there is a suitable replacement product available, if so a re-tender will be undertaken
Adults Health and Wellbeing CPR/16/04/0004	Outcomes Star' progress and impact management tool for family support work	£50,000	30 April 2020	<p>The Expanded Stronger Families Programme is the local implementation of the national Expanded Troubled Families programme. The aim of the programme is to transform services to be more whole family focussed and to improve impacts and outcomes.</p> <p>All services who work with families need to be able to evidence impact and outcomes and this works best when the family are included. The Outcomes Star is a tool that assists in this process.</p>	<p>The tool is owned by Triangle Consulting and so we can only purchase this from them.</p> <p>The tool is licensed and training is mandatory by the product owner as part of the licence agreement. The Licence is an annual renewal but the mandatory training is one off,</p>	The formal use of the tool with the stronger Family Team will be evaluated and decision will be taken as to whether or not to continue the current agreement prior to the expiry of the waiver.
Adults Health and Wellbeing CPR/16/06/0004	Household goods (e.g. furniture) and delivery services	£100,000	30 June 2020	The Stronger Families innovation fund allows quick and easy access to small amounts of funds to workers to support families in crisis. The fund can be used to purchase furniture where required. A local charitable organisation called 'Refurnish' is able to supply new and second hand furniture and other goods and services where needed at a good competitive price.	Waiver granted to directly award a contract to Refurnish to supply furniture and goods to the Stronger families programme to support families identified as being in crisis	To tender if required prior to the end of the waiver period.
Adults Health and Wellbeing – PUBLIC HEALTH CPR/16/05/0003	Provision of Public Health Service: Community Infection	£139,150	31/03/2018	Under the Health and Social Care Act (2012) local authorities have the responsibility to protect the health of their resident population. Part of this Health Protection function is Infection Prevention	Waiver granted to extend the current contract with RDASH to include provision of IPC specialist support in the community including support for care homes and	To engage with partners in Doncaster (Doncaster CCG, DBHFT, and RDASH) so as to develop a sustainable and efficient

Directorate & waiver no	Contract Description	Waiver Value	Waiver End Date	Background	Reason for waiver	Proposed action
	Prevention and Control			and Control (IPC).  An existing contract with RDASH to provide community infection prevention and control ended on 31 March 2016. Following the end of the contract, it became clear that it was difficult to find providers who could provide the service; and the risks were greater without having a service in place. As a result, a decision to re-establish the service to the end March 2018.	domiciliary care providers,	long-term model for the delivery of IPC service beyond March 2018.
Adults Health and Wellbeing CPR/16/05/0005	Cabinet Office Commissioning Development Programme	£10,000	30/06/2017	The Commissioning Academy is a development programme for those responsible for transforming service delivery in all parts of the public sector, including central government, local authorities, health bodies and justice organisations. It has been carefully tested with and by senior commissioners and is designed to equip participants with the tools to tackle the challenges facing public services and commission the right outcomes for their communities.  Five places have been purchased so that Managers in adult commissioning are able to attend this development programme.	There is one sole provider who is able to deliver the required solution.	One off funding
Adults Health and Wellbeing CPR/16/08/0003	Personal Assistant Peer Support Service	£13,000	31/10/18	The initial agreement for the Personal Assistant (PA) Peer Support service ended 31 <sup>st</sup> October 2016, The contract was established to work with and develop the PA market place. The service currently reports 264 subscribed to their monthly newsletter, around 80 contacts a month (May 2016) and 148 PAs	Waiver granted to extend the current contract with Active Independence to prevent a gap in service provision and allow further time to develop an overarching personalisation service which will support to employers and the PA market	Contract Award is week commencing 27th February 2017, with mobilisation for 1-2 months

Directorate & waiver no	Contract Description	Waiver Value	Waiver End Date	Background	Reason for waiver	Proposed action
				registered on their register.		
Learning & Opportunities: Children and Young People CPR/16/03/0003	Review Education Commission	£60,000	03/01/2017	Doncaster expects to create new jobs in the coming years and has decided to bring in some independent experts to assess the existing system and its fitness for purpose, identify barriers, identify our local assets and come forward with recommendations on what can be done to make improvements to current arrangements.  The review is planned to convene in March 2016 and expects to publish its final report in September 2016.	Waiver granted to directly award a contract to the Education Commission to undertake the review	One off funding
Learning & Opportunities: Children and Young People CPR/16/04/0005	Child and Adolescent Mental Health Services	£100,000	01/03/2019	RDASH (CAMHS) is the only existing provider of children's mental health services in Doncaster. The waiver is fund RDASH to deliver a work-force development programme to enhance the delivery of mental health services in schools and early help services.	Sole provider	Review and re-tender prior within the waiver period
Learning & Opportunities: Children and Young People CPR/16/04/0008	Information system for professionals and parents	£10,328	30/04/2017	To extend the existing annual maintenance service with Tribal for the provision and maintenance of an Information System for Parents and Professionals.	Sole provider	To review in line with service requirements within 12 months.
Learning & Opportunities: Children and Young People CPR/16/05/0001	Integrated live children's system	£603,672	31/10/2018	The contract for an integrated children's ICT system ended on 27 <sup>th</sup> June 2016. Adults.  The system is of critical importance to the council as it provides a holistic view of each child and family in the borough	Waiver granted to enable the contract to run co-terminus with the Adults Case Management System and allow the options appraisal to take place.	The review is due to be concluded by the end of November 16. Procurement will need to commence once the outcome of the review is known

Directorate & waiver no	Contract Description	Waiver Value	Waiver End Date	Background	Reason for waiver	Proposed action
				<p>which enables the Council to identify those at risk and intervene appropriately at the earliest opportunity. The system also ensures the council can fulfil its statutory obligations with regard to education and safeguarding.</p> <p>The Council's agreed ICT Strategy includes a key theme of "Systems Rationalisation" where the current ICT systems across the Council will be reviewed to, where possible, consolidate and reduce the number of ICT systems managed and maintained in the Council.</p> <p>An extension to the current Integrated Children's System contract is proposed to bring this contract co-terminus with the contract for the CareFirst Adults system to enable a review and procurement exercise to take place. The contract extension is to 31 October 2017 with an option to extend for a further 12 months until October 31 2018.</p>		
Learning & Opportunities: Children and Young People CPR/16/06/0001	Key Stage 4 BESD Alternative Provision	£500,000	31/08/2017	The contract to deliver Key stage 4 alternative provision was awarded following a procurement exercise. A extension to the existing contract is required to cover the period 1 <sup>st</sup> September 2016 to 31 <sup>st</sup> August 2017 to enable the Council to review and re-commission the service.	Waiver granted to extend the current contract with BetterCare Keys Group for a further academic year pending a procurement exercise being undertaken	Contract to be tendered in 2016/2017 Academic period so that a new contract can commence 1 <sup>st</sup> September 2018.
Learning & Opportunities: Children and Young People CPR/16/04/0003	Improvement Partner: Early help and Children's Centres	£50,000	19/11/2016	In November 2015, Inidigo were appointed as the Council's Improvement Partner for Early Help. The contract is due to expire 29 <sup>th</sup> November 2016.	Waiver requested to extend the current scope and capacity of the current contract	A new contract has now been awarded following a EU tender process

Directorate & waiver no	Contract Description	Waiver Value	Waiver End Date	Background	Reason for waiver	Proposed action
				<p>Indigo is a specialist, not for profit agency who support a wide range of organisations, including local authorities, health services, children's centres and schools across the UK and UAE to deliver outstanding children's services</p> <p>Indigo has reduced expenditure associated with early help, whilst ensuring that processes are robust and continue to safeguard children and families.</p>		
Learning & Opportunities: Children and Young People CPR/16/09/0001	The Ridge Employment College	£99,667	31/03/2017	<p>The College was developed to address the issue of the poor progression of young people with Special Educational Needs and Disabilities (SEND) into employment post 19.</p> <p>All the learners who will attend The Ridge have a Severe Learning Disability or other needs such as Autistic Spectrum Condition.</p> <p>A waiver is needed for a short period of time pending the tender of the White Rose Framework which will cover this type of service provision</p>	Waiver granted for six months to enable the Council to block purchase placements as required pending the tender of the white Rose Framework	The White Rose Framework will be in place by the end of this waiver. Placements should be via the new Framework
Regeneration and Environment CPR/16/03/0001	Highways assets, maintenance and streetworks information system	£80,000	31/12/2017	<p>The continued use of Symology ICT system has been via an "Evergreen Contract" which allows for the year on year renewal unless termination is given.</p> <p>In January of 2016, the Councils IGB board agreed for a procurement exercise to be undertaken to cover Support &amp;</p>	Waiver has been granted to extend the current Symology contract for a further 12 months to take in to consideration the wider system & technology rationalisation project being led by ICT.	Project underway supported by ICT and procurement to specify and a modern asset management, highway maintenance & street works system, Including the identification of a fit for



Directorate & waiver no	Contract Description	Waiver Value	Waiver End Date	Background	Reason for waiver	Proposed action
				<p>Maintenance of the existing system, giving 12mths to do so.</p> <p>However as a full audit of all ICT systems &amp; software is currently underway with a view to rationalise systems where possible it is necessary to continue with the incumbent system for a further 12mths.</p>		purpose hosting solution
Regeneration and Environment CPR/16/03/0012	Hosting of Interactive Web Maps	£11,000	31/03/2018	The contract with Blue Fox has been in place since April 2013, this was a three year contract for the hosting of our interactive mapping service. The use of the system is key to developing the local planning plan which needs to be submitted to Central Gov. later in the year with an anticipated implementation towards the middle of 2017. An extension to its use is therefore required to enable the completion of the plan without interruption and maintaining continuity during the plans development & review.	Waiver granted to extend the current contract with Blue Fox to continue hosting of interactive web maps. Extension on the contract is being applied for a two year period up to March 2018 so as to fit in line with the proposed development of a local plan for central gov.	A procurement exercise will take place to identify a longer term solution from April 2018.
Regeneration and Environment CPR/15/04/0002	Provision of Bio Hazard Cleaning Services	£180,000	16/12/17	<p>The Council is increasingly been called upon to carry out clearance and/or cleaning of sites where the site is contaminated. The requests are made internal and by external services such as the Police and St Leger Homes. The sites have included the scene of RTC's, Incidents on public highways and pathways, Fly tipped contaminated rubbish, known sites of drug users, Empty properties including gardens and outbuildings.</p> <p>The range of contamination can include; Body fluids and tissue (blood, faeces, urine, skin) Sharps (needles, syringes) Asbestos (Cement, soil contaminated by</p>	Waiver granted to direct award to DJ Cleaning for the provision of Bio Hazard Cleaning Service for a period of up to 18 months. The waiver will allow sufficient time to research and meet with other departments and establish their requirements, as well as determine any statutory obligation / regulations are met by the service provider. A specification document can then be provided that will ensure the required outcome of the contract is met when tendered.	A procurement exercise will be conducted through an open tender process to identify a suitably qualified service provider to enable a new contract to commence in December 17.

Directorate & waiver no	Contract Description	Waiver Value	Waiver End Date	Background	Reason for waiver	Proposed action
				<p>asbestos, asbestos sheets) Unknown liquids and hazardous waste (liquids, powders and solids) The use therefore of a professional service provider is required to cover such cleaning requirements especially when they are of a sensitive nature, whilst a full tender specification is prepared.</p>		
Regeneration and Environment CPR/16/03/0010	Multi-Hog - Multi use planer and ancillary equipment	£145,798	n/a – acquisition of goods (vehicle)	<p>To purchase Multihog road planer following a six month trail to support the first time 'permanent highway repairs' strategy Due to the bespoke nature of the vehicle and its flexibility in terms of attachments and tools the procurement could only be facilitated by going direct to the manufacturer. Other routes to market were investigated (existing framework agreements) but none could provide a multi-use vehicle such as this.</p>	Waiver granted to purchase the multi-use planner and ancillary equipment vehicle from Multi-Hog.	Purchase Muilthog planer and ancillary equipment to support the 'first time permanent highway repairs' strategy
Regeneration and Environment CPR/16/04/0001	Appointment of Barrister to provide planning advice and support the obtaining of emergency injunctions	£50,000	31/03/19	Specialist legal advice to provide planning advice and to support the obtaining of emergency injunctions	Waiver granted to appoint a Barrister to enable the Council to be able to seek emergency injunctions to prevent illegal developments.	One off access to specialist advice as required. Rates are benchmarked
Finance and Corporate Services CPR/16/06/0002	Re-procure the existing Electronic Document & Records Management Solution	£435,000	31/10/2021	<p>The contract for the current Electronic Document &amp; Records Management Solution (EDRMS), from Northgate expired October 2016.  Services have expressed concern if the system were to be changed due to resource pressures and the potential</p>	Waiver granted due to Northgate been the only company who can deliver the required solution for the budget available and to ensure no major impact on service areas needing to implement a new solution and work on replacing technical integrations with line of	Notification has been made to the market of the intention to extend the existing arrangements.

Directorate & waiver no	Contract Description	Waiver Value	Waiver End Date	Background	Reason for waiver	Proposed action
				<p>impact of change, In addition as more services are going to be available for citizens to interact digitally, there will be less need for an EDRMS system, therefore going through a full tender exercise would not be an efficient use of time, resource and budget.</p> <p>A saving of £160k has been secured on the existing contract price.</p>	business applications.	
Finance and Corporate Services CPR-16-09-0002	Appointment of Solicitors to provide ERDF advice and support	£100,000	28/09/2017	To provide specialist legal advice and assistance in reviewing the final findings of the European Court of Auditors.	Due to restrictive timescales, the Council had very limited time in which to respond to these findings and specialist advice was required at short notice.	None – one off appointment to give specific advice on ERDF
Finance and Corporate Services CPR-16-09-0003	Mosaic Public Sector	£23,060	15/09/2018	<p>Mosaic Public Sector from Experian is a socio geo-demographic segmentation tool that is utilised by approximately 70% of local authorities within the UK.</p> <p>It focuses on the needs of customers and provides a detailed and accurate understand of each resident's demographics, preferences lifestyles and behaviours. It helps us to deliver more personalised services and save money by more appropriately targeting our residents in different areas of Doncaster and helps us to better understand their needs.</p>	The council is required to seek a more fundamental review if this type of product in line with our Business Intelligence intentions and vision. We are required to give three months notice so we would seek to complete this evaluation in May 17.	Continue to review the market place for possible new service providers and potential competition.