

APPENDIX B - Contracts extended or varied in 2013/14 in accordance with the Procurement Code

Title	Contract start date	Contract end date	Extension expiry date	Suppliers	Contract value or Extension/ Variation value	Nominated Authorised Officer	Strategic Executive Board member	Unit	Extension details	Variation details	Approval process for original award of contract and extension/variation.
Provision of support and maintenance of the fixed crime and disorder CCTV operation	01/07/08	31/03/13	31/03/15	Atec Security	900,000	Maddy Findlay	Leith Penny	Community Safety	The request for a two year extension will enable the Council to: (a) define and begin to embed an overarching CCTV strategy/policy; fit and appropriate to address the operational needs of City Management. To also define the requirements of a CCTV estate for city management activities; and (b) investigate potential sources of funding external to the Council.  A fully EU procurement law compliant process will commence in March 2014 allowing about 11 months to undertake procurement tasks and award in early 2015. The large tri-borough ICT services procurement is due to finish in January 2014 and therefore this will make available the requisite procurement resource to properly carry out this task.		The current contract commencement date was 1st July 2008, for an initial period of 12 months; with discretion for the City Council to extend the contract period by any number of periods up to an aggregate of 45 months. The contract was awarded following a competitive tender process. Following the transfer of responsibility for the contract in July 2011 from Parking Services to Information Services, the contract was extended by Information Services for the maximum period and is due to expire on 31st March 2013.
Provision of Safe and Secure grants and Sanctuary grants. The Safe and Secure scheme provides basic security and fire safety devices to the homes of eligible applicants. The Sanctuary scheme provides heightened security measures to the homes of victims of domestic violence.	01/06/08	30/05/13	31/03/14	Mr. M.A. Matthews /a Westminster Maintenance Services	780,000	Jake Mathias	Ben Denton	Housing	The extension is to permit continuity of services whilst commissioners review Tri-Borough arrangements with a view to conducting a competitive procurement on a Tri-borough basis with a new contract expected to be in place from 1st April 2014.		The contract was awarded following a competitive tender process. The original contract was for a 3 year period with the provision to extend for a further 2 years, and the contract was extended.
Provision of Project Management Services	03/10/11	01/04/13	31/05/13	Cadence Partnership LLP	266,100	Elise Lewis, Programme Manager	Charlie Parker	Customer Services	Project Athena is still to be completed and it is important to maintain continuity on the project until its completion. An extension to the contract is therefore being recommended in order to provide continued project management services.		The original contract value was £120,600 for the period 3rd October 2011 to 2nd July 2012. A waiver of the Procurement Code was approved so that three specialist organisations could be contacted directly rather than using CompeteFor. The contract was extended until 31st Dec 2012 at a cost of £80,400. The contract was extended until 31st March 2013 at a cost of £39,060.
Change request 3239 to the Serco contract in order to use BT for Tri-Borough IP Address Schema Design and Implementation Phase				Serco/BT	281,000	Ben Goward, CIO (Interim)	Charlie Parker	Information Services		The optimum approach is to implement a change request to the Serco contract, so that BT can be used. It is not possible to engage an external provider because of the legacy information Systems. It was noted that Sharpe Pritchard assessed the risk of challenge given that there is no choice of supplier, and agreed that the risk is low. Costs to be apportioned: WCC £281k LBHF £281k RBKC £188k.	
SharePoint upgrade and migration		01/10/13	03/11/14	Serco	327,453	Kevin Rainsbury	Charlie Parker	Information Services	CR3240 - The current sharepoint 2007 environment was established in support of business intelligence over 5 years ago. However, sharepoint has been adopted more widely than anticipated and a Change Request to the contract with Serco is proposed to set up additional servers to accompany the already in existence SharePoint 2010 environment which was set up at the end of last year, and the migration of content from the current 2007 environment to the new 2010 one.		
Provision of Human Resources services		03/11/13	03/05/14	Serco	1,232,746	Delmarie Scheepers	Charlie Parker	Customer Services	Change Request. The planning assumption for Tri-Borough Managed Services Provider Go-Live has long been that all three boroughs would go-live for Finance in April 2014 to coincide with the start of FY14/15. Based on recently received plans and information from BT, and consultation with both HR and Finance, this now appears to be a higher risk approach for all three boroughs than was previously appreciated. It is believed it would unnecessarily compromise the overall quality of both the finance and HR system builds, particularly as this is to deliver a service based on an ERP as opposed to delivering two separate systems under the Councils' direct control, and allowing for delays which may be incurred as a result of Standard Build testing prior to July 2013. It is therefore widely accepted that the originally intended implementation of HR and Payroll for WCC in November 2013 is not achievable. It is now necessary, therefore, to plan revised dates to enable the launch of the service in a timely manner and at the lowest overall risk.		In June 2012, Westminster and the CSI provider agreed to extend the HR element of the CSI contract for an additional period of 12 months from the Original Expiry Date of 3rd November 2012. The Deed of Variation capturing this extension also entitles (but without any obligation) Westminster to further extend the contract period for HR services beyond the HR service initial extension period.  HR additional extension periods must be of not less than three months per period. The total extension period from the Original Expiry Date (including the initial 12 month extension period and any subsequent Additional Extension Periods) may not exceed a total maximum extension period of two years from the original expiry date of 3rd November 2012, ie 3rd November 2014.  Westminster has to provide written notice to the CSI provider three months prior to the expiry of the contract period if an extension is required.
Provision of wireless CCTV services primarily for parking and moving traffic enforcement and maintenance of CCTV equipment				Serco		Maddy Findlay	Leith Penny	Community Safety		Serco have as part of the technology refresh proposed a change in third party support and maintenance provision from Telindus to Atec. The contractual requirement to upgrade the technology infrastructure associated with the Wireless CCTV Solution is now overdue. The Council is seeking approval to spend funds with Serco, and the new provider Atec, to undertake this programme of works.	
Passenger Transport Service (Children and Adults)		03/08/13	31/12/13	Serco	1,002,421	Richard Hampson, Head of Category Management	Charlie Parker	Customer Services	The decision to grant an extension for the contract will enable the current providers to deliver the service for another five months until new arrangements have been agreed for the services and enable officers to complete the competitive procurement process for Tri-borough Passenger Transport Services (Children and Adults) led by Westminster City Council's Strategic Procurement and Corporate Contracts team. The extensions are required to enable officers to complete mini competitions, to carry out due diligence and to have sufficient time to complete the implementation phase of the project.		
Passenger Transport Service (Children and Adults)		01/01/14	24/04/14	Serco	1,799,866	Suzie Shardow, Transport Category Manager	Charlie Parker	Corporate Services	The decision to grant an extension for the Serco contract is to deliver the service for a further 17 weeks (to the 24th April 2014) allowing sufficient time for new arrangements to be finalised for this service and to enable completion of the competitive procurement process for Tri-borough Passenger Transport Services (Children's and Adults').		

APPENDIX B - Contracts extended or varied in 2013/14 in accordance with the Procurement Code

Title	Contract start date	Contract end date	Extension expiry date	Suppliers	Contract value or Extension/ Variation value	Nominated Authorised Officer	Strategic Executive Board member	Unit	Extension details	Variation details	Approval process for original award of contract and extension/variation.
Provision of HR Services		03/05/14	03/11/14	Serco	1,163,235	Helen Rogers, Commercial Contracts Manager	Charlie Parker	Corporate Services	Extension of the HR Services currently managed and delivered through the Serco CSi Services contract for a period of 6 months to 3rd November 2014 owing to delays in the implementation of the Managed Services Programme and to ensure continuity of service of the services. The cost for the 6 month period is £1,163,235.		In the previous extension paper of June 2013 (extending the service from 4th November 2013 to 3rd May 2014, it was agreed (as is outlined in the Statement of Decision of 18th July 2013) that the Chief Executive be delegated to approve any additional extension beyond 3rd May 2014 if that becomes necessary because of delays or slippage in the implementation of the HR Managed Service solution. Consequently, the extension request will be submitted to Charlie Parker, CEO of Westminster City Council for approval.
Provision of Ariba Buyer licences and hosting		01/07/14	31/12/14	Serco	115,790	Helen Rogers, Commercial Contracts Manager	Charlie Parker	Corporate Services	The Managed Services framework agreement (delivering the Managed Services Programme (MSP)) was awarded to BT in January 2013 to reduce cost and streamline processes across the Councils. The planning assumption for the MSP Programme was that Go-Live would be 1st April 2014 to coincide with the start of FY 14/15. Based on the outcome of the readiness review on the 12th December 2013, and in conjunction with the latest programme plan, Go-Live is now projected to be in September 2014. Consequently, there are a number of contracts which will need to be extended to avoid a gap in service prior to the new Go-Live date, of which the Ariba Buyer contract is one. Therefore an extension is sought for a period of 6 months to 31st December 2014 in order to ensure continuity of service to WCC users prior to the Go-Live date of the Managed Services Programme (MSP) at a value of £115,790.		
Provision of Legal Services	01/04/05	01/04/13	31/03/14	Sharpe Pritchard	740,000	Richard Hampson, Head of Category Management	Charlie Parker	Legal Services	Extension of 12 months to the contract with Sharpe Pritchard for provision of Legal Services for procurement, contract formation and advice and routine conveyancing, for the period 1st April 2013 until 31st March 2014 (12 months). Procurement and contract formation and advice will be provided under a block contract for the sum of £370,000. Routine conveyancing, and competitive dialogue (e.g. TFM procurement) will fall outside of the block contract and the annual cost of this spend is estimated at £225,000 (based on spend for 2012/13). This spend includes legal fees for Bi-Borough and Tri-Borough procurement projects will be apportioned and charged to each Council.		
Provision of Legal Services	01/04/05	31/03/14	01/04/15	Sharpe Pritchard		Peter Large, Head of Legal and Democratic Services	Charlie Parker	Legal Services	Following discussion of the options available, an agreement was made to extend the current contract with Sharpe Pritchard for up to one year (from 1 Apr 14) with break clauses at 3 month intervals, as set out in the existing T&C's. There are valid reasons to extend, given that a Tri Borough decision around provision of legal services is awaited and Sharpe Pritchard have agreed to hold their rates for 12 months which provides the City Council with value for money.		The original contract to Sharpe Pritchard was awarded on a 5 year basis from the 1st April 2005 with the option to extend for a further two years. The option to extend was exercised and the original contract therefore expired on 31st March 2012. Since then further 1 year extensions were granted for the years 2013 and 2014 despite there not being a legal provision within the original contract. The latest 1 year extension is set to expire on the 31st March 2014.
Stop Smoking (Quits & Prevention) service		11/10/13	31/12/13	Central London Community Healthcare		Christine Mead, Public Health Commissioner	Public Health	Public Health	Extend the contract for 79 days up until the 31st of December 2013 so that a new contract can start on the 1st of January 2014. There is inadequate time to complete and mobilise a compliant Tri-B tender process with TUPE implications before the current contracts expire.		
Provision of Interim Programme Management Services for the Tri Borough Managed Services programme for two personnel, Peter Main and Elaine Griffin.	08/03/13	04/06/13	03/09/13	Alpine Resourcing Ltd	164,400	Tim Stranack, Programme Manager	Charlie Parker	Managed Services	Extension of the contract with Alpine Resourcing Ltd for the provision of Interim Programme Management Services for two personnel, Peter Main, for the period 7th May to 4th August 2013; and Elaine Griffin, for the period 4th June to 3rd September 2013, in the sum of £44,400 and £31,200 respectively. The total cost of the extension is £75,600		A waiver of the Procurement Code was approved by the Chief Procurement Officer on 8 Mar 13 so that a contract could be awarded to Alpine Resourcing Ltd without the requirement to invite a minimum of 3 bidders to submit tenders. The waiver was approved subject to the consultants being transferred to the Managed Services contract for Temporary Agency Contractors which was awaiting Member sign off. The intention was to transfer the consultants engaged through Alpine to the Managed Services temporary agency contract with Comensura. However, this has not yet happened and the Alpine contract needs to be extended until the transfer can take place. The Chief Operating Officer interviewed prospective candidates and three consultants were chosen.
CCTV Operation Staffing Contract for the fixed CCTV system	01/10/08	30/06/13	31/08/13	Securitas Security Personnel Ltd (formerly Chubb)	510,708	Paula Sammon, Contracts and Budget Monitoring Officer - Street Management	Leith Penny	Community Safety	There is no provision under the original contract for a further extension beyond 30 June 2013, however, it will not be possible to complete the tender process by 30 June 2013 when the current contract ends. Therefore, a two month extension (with a break clause after one month) is recommended. During the tender evaluation process it transpired that it was not possible to evaluate the pricing element of the ITT on a like for like basis because of TUPE. Therefore in order to evaluate all tenders on a like for like basis some changes have had to be made to the service specification and pricing model. Furthermore, due to the standstill period and the possible requirement of a TUPE transfer process should the incumbent supplier be unsuccessful, it will not be possible to complete the tender process in time for the new contract to commence on 1 July 2013.		This contract originally commenced on 1 October 2008 and ran for an initial period of 12 months. The City Council had discretion to extend the contract by any number of periods, up to an aggregate total of 45 months, with the requirement that written notification was served to the contractor not less than 3 months before expiry of the contract period. On 22 November 2012 the Gate Review Panel agreed to extend the CCTV Operation Staffing Contract to 30 June 2013 (as allowed for in the contract) to allow more time for the City Council to conduct a competitive and effective procurement process for the new contract starting on 1 July 2013. The re-let of the contract was advertised on 8 February 2013 with a deadline for return of PQQ's by 11 March 2012. Following the evaluation of the submitted PQQ's, ITT's were issued on 28 March and the tender evaluations commenced on the 29 April 2013.
Provision of Printing and High Volume Reprographics for Corporate Building and Associated Premises	01/09/10	01/09/13	31/08/14	Servicepoint	3,200,000	Freya Wenham, Category Manager (Interim)	Charlie Parker	Corporate Services	It is recommended that the option to extend for year 4 of the contract is agreed to provide sufficient timescales to re-tender the majority of print requirements in scope across the council in 2014.		A contract notice was placed in the Official Journal of the European Union (OJEU) on 24th November 2009, on the Westminster City Council's supplier Database system "CompeteFor" and in the trade publication Print Weekly. The tender was advertised in OJEU under the restricted procedure process.
Delivery of Play and Childcare services in North Westminster for children and young people aged 5-11 years	01/04/11	01/04/13	31/03/14	St John's Wood Adventure Playground	123,000	Vikki Wilkinson, Commissioning Manager	Andrew Christie	Children's Services	A contract extension will enable the supplier to achieve a self-sustaining service by April 2014 that continues to offer Play services to the children and young people in the North of Westminster at zero cost to the Council.		

APPENDIX B - Contracts extended or varied in 2013/14 in accordance with the Procurement Code

Title	Contract start date	Contract end date	Extension expiry date	Suppliers	Contract value or Extension/ Variation value	Nominated Authorised Officer	Strategic Executive Board member	Unit	Extension details	Variation details	Approval process for original award of contract and extension/variation.
General Passenger Taxi Service for Council staff		03/08/13	31/12/13	Addison Lee	14,113	Richard Hampson, Head of Category Management	Charlie Parker	Customer Services	The decision to grant an extension for the contract will enable the current providers to deliver the service for another five months until new arrangements have been agreed for the services and enable officers to complete the competitive procurement process for Tri- borough Passenger Transport Services (Children and Adults) led by Westminster City Council's Strategic Procurement and Corporate Contracts team. The extensions are required to enable officers to complete mini competitions, to carry out due diligence and to have sufficient time to complete the implementation phase of the project.		
General Passenger Taxi Service for Council staff		01/01/14	24/04/14	Addison Lee	24,462	Suzie Shardow, Transport Category Manager	Charlie Parker	Corporate Services	The decision to grant an extension for the Serco contract (and those where the administration is handled under the Serco contract) is to deliver the service for a further 17 weeks (to the 24th April 2014) allowing sufficient time for new arrangements to be finalised for this service and to enable completion of the competitive procurement process for Tri- borough Passenger Transport Services (Children's and Adults').		
Passenger Transport Service (Children and Adults)		03/08/13	31/12/13	Radio Taxi	484,000	Richard Hampson, Head of Category Management	Charlie Parker	Customer Services	The decision to grant an extension for the contract will enable the current providers to deliver the service for another five months until new arrangements have been agreed for the services and enable officers to complete the competitive procurement process for Tri- borough Passenger Transport Services (Children and Adults) led by Westminster City Council's Strategic Procurement and Corporate Contracts team. The extensions are required to enable officers to complete mini competitions, to carry out due diligence and to have sufficient time to complete the implementation phase of the project.		
Passenger Transport Service (Children and Adults)		01/01/14	24/04/14	Radio Taxi	876,000	Suzie Shardow, Transport Category Manager	Charlie Parker	Corporate Services	The decision to grant an extension for the Serco contract (and those where the administration is handled under the Serco contract) is to deliver the service for a further 17 weeks (to the 24th April 2014) allowing sufficient time for new arrangements to be finalised for this service and to enable completion of the competitive procurement process for Tri- borough Passenger Transport Services (Children's and Adults').		
Provision of Transport and Maintenance of the Council vehicles (package 2: Commercial vehicles SEN mini buses)		03/08/13	31/12/13	London Hire Limited	171,383	Richard Hampson, Head of Category Management	Charlie Parker	Customer Services	The decision to grant an extension for the contract will enable the current providers to deliver the service for another five months until new arrangements have been agreed for the services and enable officers to complete the competitive procurement process for Tri- borough Passenger Transport Services (Children and Adults) led by Westminster City Council's Strategic Procurement and Corporate Contracts team. The extensions are required to enable officers to complete mini competitions, to carry out due diligence and to have sufficient time to complete the implementation phase of the project.		
Provision of Transport and Maintenance of the Council vehicles (package 2: Commercial vehicles mini vans)		03/08/13	31/07/14	London Hire Limited	200,936	Richard Hampson, Head of Category Management	Charlie Parker	Customer Services	The extensions are recommended to enable current providers to deliver the service and for officers to undertake a competitive procurement process. It is estimated this procurement will take twelve months, as the estimated contract value requires an OJEU tender process to be undertaken and the Council will also need to allow for a 3 months mobilisation and transition to the new service contract. Therefore, a twelve months extension to the current service provision is requested. The extensions are required to enable officers to undertake a Category Management Review of fleets within the City Council in order to make informed decisions about future strategies for procuring fleet management services.		
Provision of Transport and Maintenance of the Council vehicles (package 2: Commercial vehicles SEN mini buses)		01/01/14	24/04/14	London Hire Limited	344,251	Suzie Shardow, Transport Category Manager	Charlie Parker	Corporate Services	The decision to grant an extension for the Serco contract (and those where the administration is handled under the Serco contract) is to deliver the service for a further 17 weeks (to the 24th April 2014) allowing sufficient time for new arrangements to be finalised for this service and to enable completion of the competitive procurement process for Tri- borough Passenger Transport Services (Children's and Adults').		
Provision of Transport and Maintenance of the Council vehicles (package 1: Leased cars)		03/08/13	31/07/14	Automotive Leasing Limited	99,576	Richard Hampson, Head of Category Management	Charlie Parker	Customer Services	The extensions are recommended to enable current providers to deliver the service and for officers to undertake a competitive procurement process. It is estimated this procurement will take twelve months, as the estimated contract value requires an OJEU tender process to be undertaken and the Council will also need to allow for a 3 months mobilisation and transition to the new service contract. Therefore, a twelve months extension to the current service provision is requested. The extensions are required to enable officers to undertake a Category Management Review of fleets within the City Council in order to make informed decisions about future strategies for procuring fleet management services.		

APPENDIX B - Contracts extended or varied in 2013/14 in accordance with the Procurement Code

Title	Contract start date	Contract end date	Extension expiry date	Suppliers	Contract value or Extension/ Variation value	Nominated Authorised Officer	Strategic Executive Board member	Unit	Extension details	Variation details	Approval process for original award of contract and extension/variation.
Provision of Transport and Maintenance of the Council vehicles (package 1: Leased cars)		03/08/13	31/07/14	Ogilvie Fleet Limited	17,496	Richard Hampson, Head of Category Management	Charlie Parker	Customer Services	The extensions are recommended to enable current providers to deliver the service and for officers to undertake a competitive procurement process. It is estimated this procurement will take twelve months, as the estimated contract value requires an OJEU tender process to be undertaken and the Council will also need to allow for a 3 months mobilisation and transition to the new service contract. Therefore, a twelve months extension to the current service provision is requested. The extensions are required to enable officers to undertake a Category Management Review of fleets within the City Council in order to make informed decisions about future strategies for procuring fleet management services.		
Provision of the Council's Internal Audit and Counter Fraud Service.		31/03/14	31/03/15	RSM Tenon (Ltd)	1,193,221	Sevim Arabaci, Interim Audit Manager	Charlie Parker	Corporate Services	One year extension of the Council's existing contract with RSM Tenon Ltd from 1 Apr 14 to 31 Mar 15 for £1,088,188 to allow for the implementation of Single Fraud Investigation Service (SFIS) and therefore to allow for clarification of future local authority service requirements. SFIS is due to be phased in between April 2013 – March 2015, which will overlap with the expiry of the Council's contract for internal audit and counter fraud services which expires on 31 March 2014.	Variation of the contract by £105,033 for the period 1 Apr 13 to 31 Mar 15 to accommodate additional assurance and counter fraud activity. A two-year grant for 2013-2015 secured from DCLG will enable RSM to undertake additional proactive fraud work within Housing during 2013/14, and 2014/15 where the contract is extended.	
Payment of on-street casual parking charges	18/01/08	17/01/13	17/01/14	PayByPhone (formerly Verrus UK)		Sara Sutton, Service Delivery Manager – Parking Services	Leith Penny	Parking	Three options for the pay by phone service strategy were presented to Gate on 12 April 2012, these were: 1. A new procurement led by the City Council 2. Participating in the procurement of framework contract led by the Borough of Lambeth 3. Extend the current Pay by Phone Contract A decision to proceed with Option 2 was taken based on the fact that the Lambeth Framework would at least match the current requirements and the planned award timescales met with the current contract expiry dates. However, the Lambeth procurement has been subject to significant delay; it originally anticipated an award of Contract in July, but this is now not likely to be until February 2013.  As these timescales no longer fit with the current contract expiry, Officers have had to explore alternative options. The purpose of this report is to seek an extension to the current Contract with PaybyPhone, in order to provide continuity of service until a new solution is procured. The extension to the current Contract is anticipated to be £1.628m and is covered within the existing budget. The potential savings associated with the re-let of the service could be up to £163k.		
Provision of pay by phone parking services	18/01/08	18/01/14	17/01/15	PayByPhone	13,613,000	Sara Sutton, Service Delivery Manager - Parking Services	Leith Penny	Parking	An extension to the current Contract with PaybyPhone for up to one year is being sought to align with the Council's procurement of a new Business Processing and Technology contract, which will incorporate delivery of a new 'pay to park' solution.		The current Contract was awarded to PayByPhone (formerly Verrus UK) in January 2008 on a five year term, was extended in January 2013 and is due to expire in January 2014; an option to extend for up to a further year is available. The existing contract has been the subject of a number of legal or quasi-legal challenges since it was originally let. Against that background, and given the findings of an Audit carried out in June 2012, it is relevant to consider whether the proposed extension could be the subject of any successful legal challenge. It is not unlawful to extend the contract, so risk of challenge can be mitigated.
Leisure centre management services - Paddington Recreation Ground		31/08/14	30/06/16	GLL (Greenwich Leisure Limited)		Kevan Twohy, Category Manager - Public Health	Leith Penny	Sport and Leisure	Extension of contract period by 22 months. Total value of extension – (money out) £1,221,356		
Leisure centre management services - Marshall Street Leisure Centre; Queen Mother Sports Centre and Jubilee Leisure Centre		31/08/14	30/06/16	GLL (Greenwich Leisure Limited)		Kevan Twohy, Category Manager - Public Health	Leith Penny	Sport and Leisure	Extension of contract period by 22 months.	Vary the contract by inserting a clause to facilitate the potential early closure of the Jubilee Leisure Centre and change the gain share arrangements (not the contract fee). Total value of the variation will depend upon when the Jubilee LC closes; if the facility remains open for 1 month the extension period the value of the variation will be an income (money in) of £845,580, if the facility remains open throughout the 22 month period the value of the variation will be an income (money in) of £283,997.	
Provision of Custodian Services for the City of Westminster Superannuation Fund		01/04/13	30/06/14	BNY Mellon		Jonathan Hunt, Director of Corporate Finance & Investment	Charlie Parker	Strategic Finance	BNY Mellon is happy to extend the current terms, pending a formal procurement process in the Autumn. This procurement process will use a framework that is currently being developed by the National LGPS Frameworks team. The proposed extension with BNY Mellon will continue with the current termination notice period of one month.		The current contract with BNY Mellon was let under an OJEU tendering process in March 2006 for a five year period with a two-year extension. That extension has already been exercised and the contract lapsed in March 2013.
Provision of handyperson service to vulnerable and older residents of Westminster	01/04/09	31/10/13	01/10/14	Walterton & Elgin Community Homes	486,000		Liz Bruce	Adult Social Care	A contract extension of 3 months for the WECH is required to ensure that there is a continuity of service until a new contract is put in place by 1st February 2014.		The service is delivered in-house by the Council through the Westminster Home Improvement Agency located in Premises Management. The management, administration and promotion of the service is carried out by in-house staff and the provision of handyperson personnel, transport, tools and materials is outsourced to a local housing charity named Walterton and Elgin Community Homes (WECH). This service was quickly established in response to an opportunity to bid for a central government grant in 2009. The contracted-out element was not competitively tendered in 2009 because there was insufficient time to do so. Initially the service was delivered under a Memorandum of Understanding. Latterly, a formal contract between the Council and WECH has been established and this expires on the 31st December 2012.

APPENDIX B - Contracts extended or varied in 2013/14 in accordance with the Procurement Code

Title	Contract start date	Contract end date	Extension expiry date	Suppliers	Contract value or Extension/ Variation value	Nominated Authorised Officer	Strategic Executive Board member	Unit	Extension details	Variation details	Approval process for original award of contract and extension/variation.
Provision of handyperson service to vulnerable and older residents of Westminster		31/12/13	01/10/14	Staying First			Liz Bruce	Adult Social Care	A contract extension of 4 months for Staying First is required to ensure that there is a continuity of service until a new contract is put in place by 1st February 2014.		The service delivered by Staying First is part of the Shepherds Bush Housing Group. It was established in the 1990s and was originally and continues to be, wholly funded by the local health service – in recent years this has been NHS Westminster. It is managed by council officers via a s.75 National Health Services Act 2006 agreement. The service assists elderly and disabled residents residing in any tenure within Westminster. It levies a small charge for its services. This is considerably below the market price. The contract expired on the 31st March 2012 and is being extended on a quarter-by-quarter basis with the intention of finally ending the contract on the 31st March 2013.
Telephony services				Ericsson		Linda Fendt, Policy Officer	Charlie Parker	Corporate Services		These services include provision of an IVR platform to route calls to an appropriate person in the Council or Call Centre, or to provide transactional capability (for example, to pay bills). This briefing note seeks approval to: a) vary the existing contract to enable the purchase and installation of hardware to increase the existing capacity to meet WCC's future needs; and, b) Commission training from Ericsson on the IVR platform. The cost to provide additional capacity is £38,546. This includes all costs to implement the uplift in capacity and customise the platform to include routing of Parking Services. Annual support costs of £5,821 will be incurred and funded by the IS Team. All costs are subject to site survey. Training will be provided for up to six staff members and will cost £3,650.	
Asbestos Analytical Services		01/04/14	30/06/14	Tersus Consultancy Ltd		Terry Clark – Property Service Manager	Ben Denton	City West Homes	The contract is being re-let with a start date of 1st April 2014. The initial PIN notice was sent out on 17 April 2013. Due to changes in the Asbestos Regulations and development of the form of contract that will be used, it is considered that there will not be sufficient time to procure this by April 2014. Also, there is an opportunity to explore any Tri-borough implications and any other frameworks that could be utilised. Extending the current contract will take into account any delays that may occur.		The contract was EU procured and the award was approved by the then Contracts board and the Cabinet Member for Housing in January 2009.
Covent Garden Guardian Service	01/11/13	31/10/14		Capco CG 2010 Limited		Paula Sammon, Street Management Development Officer	Leith Penny	Community Safety		Variation of the contract with Capco CG 2010 Limited for the Council to provide two city guardians within the Covent Garden area for the sum of £116,438. There are no cost implications to WCC, Capco CG 2010 Limited are providing full funding which will cover all costs.	
Provision of the Council's Housing Benefit and Council Tax Support Service	31/10/98	01/11/15	31/10/17	Capita Business Services Ltd		Martin Hinkley, Head of Shared Service Centre	Charlie Parker	Strategic Finance			The Council awarded the current Benefits service contract to Capita Business Services Ltd following a competitive tender exercise in 1998. The contract was for a 10 year period, but was subsequently extended again to make it co-terminus with the Revenues Services contract (31 October 2015).
Debt Collection	01/12/07	01/12/13	30/11/14	Judge & Priestly	1,017,743	Susan Bush, Contracts Manager	Charlie Parker	Strategic Finance	The extension of this contract will provide value for money legal services throughout 2014 whilst allowing time for key decisions to be made in setting the tri-borough operational strategy for the Legal category. Proposals for a Tri-borough Corporate Services Department are currently being considered, with a view to the simplification and rationalisation of corporate services arrangements across the three boroughs. Those proposals are scheduled to be reported to and signed off by the three Cabinets in December, for implementation in the course of next year.		The contract was initially won as a result of a competitive process. Legal Services are a part B service within the Public Contracts Regulations and are subject to obligations such as transparency, equal treatment and non discrimination. The tender was advertised in the Law Society Gazette, the Lawyer and the Times in February 2007. 95 firms requested further information and 26 Expressions of Interest (EOIs) were submitted. 9 shortlisted firms were invited to submit a tender and 6 Tender Responses were subsequently received.
Possession Cases and other Property Matters	01/12/07	01/12/13	30/11/14	Devonshires	2,171,592	Susan Bush, Contracts Manager	Charlie Parker	Strategic Finance	The extension of this contract will provide value for money legal services throughout 2014 whilst allowing time for key decisions to be made in setting the tri-borough operational strategy for the Legal category. Proposals for a Tri-borough Corporate Services Department are currently being considered, with a view to the simplification and rationalisation of corporate services arrangements across the three boroughs. Those proposals are scheduled to be reported to and signed off by the three Cabinets in December, for implementation in the course of next year.		The contract was initially won as a result of a competitive process. Legal Services are a part B service within the Public Contracts Regulations and are subject to obligations such as transparency, equal treatment and non discrimination. The tender was advertised in the Law Society Gazette, the Lawyer and the Times in February 2007. 95 firms requested further information and 26 Expressions of Interest (EOIs) were submitted. 9 shortlisted firms were invited to submit a tender and 6 Tender Responses were subsequently received.
Routine Civil Litigation	01/12/07	01/12/13	30/11/14	Steeles	278,892	Susan Bush, Contracts Manager	Charlie Parker	Strategic Finance	The extension of this contract will provide value for money legal services throughout 2014 whilst allowing time for key decisions to be made in setting the tri-borough operational strategy for the Legal category. Proposals for a Tri-borough Corporate Services Department are currently being considered, with a view to the simplification and rationalisation of corporate services arrangements across the three boroughs. Those proposals are scheduled to be reported to and signed off by the three Cabinets in December, for implementation in the course of next year.		The contract was initially won as a result of a competitive process. Legal Services are a part B service within the Public Contracts Regulations and are subject to obligations such as transparency, equal treatment and non discrimination. The tender was advertised in the Law Society Gazette, the Lawyer and the Times in February 2007. 95 firms requested further information and 26 Expressions of Interest (EOIs) were submitted. 9 shortlisted firms were invited to submit a tender and 6 Tender Responses were subsequently received.
Services related to the Highways procurement exercise	28/02/13	31/10/13	31/12/13	Norman Rourke Pryme Ltd	195,250	Dawn Donaldson, Contracts and Performance Manager	Rosemarie MacQueen	Highways and Transportation	Norman Rourke Pryme are a quantity surveying consultancy and have been working with the Council to devise elements of the tender pack (method of measure, specification, payment mechanism, pricing document & health and safety evaluations). They are also involved in helping the Council evaluate the pricing element of the tender and will prepare additional financial information on the competitiveness of the eventual winning bid. There have been issues with the returned tenders that require revised pricing submissions from bidders. Norman Rourke Pryme are best placed to undertake additional work in October, November and December to help complete the procurement with minimum disruption to the original procurement timetable, for reasons of confidentiality, expedience and to enable the Council to make full use of their accumulated project knowledge.		Norman Rourke Pryme completed a piece of work for the Highways & Transportation re-let on the competitiveness of the LoHac framework contract using a supplied basket of works from the Council. On the back of the excellent report they produced, WCC wanted to use them to evaluate the 'Method of Measure', 'Highways Specification' and the 'Payment Mechanism' being proposed for use in the new contracts. This work is highly confidential and it is not considered appropriate to source 3 quotes for the market for this piece of work for fear of the proposed approach becoming more widely known. Therefore, it is proposed to use a trusted supplier that is already familiar with elements of this project. A waiver of the Procurement Code was sought and approved on 27 Feb 2013.



APPENDIX B - Contracts extended or varied in 2013/14 in accordance with the Procurement Code

Title	Contract start date	Contract end date	Extension expiry date	Suppliers	Contract value or Extension/ Variation value	Nominated Authorised Officer	Strategic Executive Board member	Unit	Extension details	Variation details	Approval process for original award of contract and extension/variation.
Provision of CCTV Enforcement	01/07/10	30/06/14	30/06/16	NSL Ltd	2,532,807	Sara Sutton, Service Delivery Manager	Leith Penny	Parking	Parking Services procured two new parking contracts: A People and Resources management contract to begin in July 2014 and a Business Processing and Technology contract to commence in November 2014. As part of this procurement strategy, the provision and operation of CCTV enforcement will move from the on-street People and Resources service provider to the back-office Business Processing service provider. This strategy will mean however that without extending NSL's contract, there would be a period of time where no contract will be in place for the capture and review of contraventions for the purpose of CCTV enforcement. Therefore, it was recommended that the contract was extended, in line with the provision to do so.		The existing contract with NSL Limited for the capture and review of CCTV parking and moving traffic contraventions commenced on 1 July 2010 and is due to expire in June 2014. There is a provision within the contract to extend for a period of up to two years.
Provision of a private rented sector accommodation service for rough sleepers	01/04/12	01/04/14	31/03/15	Hope Worldwide	234,101	Victoria Aseervatham (Deputy Head of Rough Sleeping)	Ben Denton	Housing	The rough sleeping accommodation pathway is due to be reviewed in early 2014 and the extension of these contracts to 31 March 2015 will coordinate well with this time table, allowing future commissioning to be based on an up to date picture of demand from the hostel and supported housing providers. The outreach services are currently being re tendered with the new contracts in place for 1 April 2014 and the new configuration of services will make estimates of need for this PRS service direct from the street, far more streamlined and accurate. The extension will also allow preliminary discussions on tri – borough commissioning options to be fully explored. For these three reasons the contract extension, rather than a fresh tender at this stage, is recommended by officers.		The contract was won on a competitive basis in 2012 with the contracts commencing on 1 April 2012. The contract was awarded for 2 years, from 1st April 2012 without the provision to extend. There were two bidders and Hope Worldwide scored significantly higher on all aspects of the evaluation criteria.
Supporting Disabled People including those with sensory impairments (hearing loss, registered deaf or with hearing loss, sight loss or registered blind)	01/02/12	01/04/14	30/06/14	Hammersmith and Fulham Action Disability	11,977	Pete McDonnell, Senior Commissioner (Community)	Liz Bruce	Adult Social Care	This contract will need extending for three months from 1 April 2014 to 30 June 2014 to enable the procurement and governance timescales to be met for a Tri-borough Framework to deliver these services from 1 July 2014 for a period of four years		A procurement exercise was undertaken in 2011 and HAFAD in Hammersmith were the successful bidder. A contract was awarded in February 2012 until 30 November of the same year as a pilot project, which was extended until April 2014 to align this with the end of the K&C contract, to enable a Tri or Bi-borough tender.
Provision of Rape Crisis Service	01/12/10	01/09/13	28/02/14	Solace Women's Aid	1,139,597	Adam Taylor, Commissioning Manager – Community Safety	Leith Penny	Community Safety		Variation to the contract with Solace Women's Aid for provision of Rape Crisis Service to enable provision of additional sessions of outreach support, commencing 1st September 2013 for a period of 6-months in the additional sum of £ 35,501 (Westminster's share of which would be £ 4,643)	Following a competitive tendering process led by the London Borough of Islington and Westminster City Council the evaluation panel recommended the award of a contract of £349,000 to Solace Women's Aid to deliver the Rape Crisis Centre in the North London quadrant. The service commenced in December 2010. The North London quadrant consists of seven boroughs – Westminster, Royal Borough of Kensington and Chelsea, Enfield, Islington, Haringey, Camden and Barnet. A partnership agreement is in place that governs the relationship between the boroughs and sets out the principles of cost sharing.
Provision of Building Based Intervention Services for Rough Sleepers and Homeless Criminal Justice and Anti Social Behaviour Services	01/04/11	31/03/14	30/06/14	The Connection St Martin	120,050	David Eastwood, Commissioning Manager	Ben Denton	Housing	To extend the current Rough sleepers outreach services for an additional 3 months to allow for completion of tender exercise. Due to a number of factors the current timetable for the tender is becoming unworkable. This approach has been endorsed by Cllr Robathan as the cabinet member responsible for this area as well as Ben Denton as the Director of Housing, Regeneration and Corporate Property.		The current contracts were let through a selective tender exercise and awarded by the strategic Director of Adult and Community Services to commence on 1st April 2011 for a period of 3 years
Provision of Building Based Intervention Services for Rough Sleepers and Homeless Criminal Justice and Anti Social Behaviour Services	01/04/11	31/03/14	30/06/14	The Passage	90,975	David Eastwood, Commissioning Manager	Ben Denton	Housing	To extend the current Rough sleepers outreach services for an additional 3 months to allow for completion of tender exercise. Due to a number of factors the current timetable for the tender is becoming unworkable. This approach has been endorsed by Cllr Robathan as the cabinet member responsible for this area as well as Ben Denton as the Director of Housing, Regeneration and Corporate Property.		The current contracts were let through a selective tender exercise and awarded by the strategic Director of Adult and Community Services to commence on 1st April 2011 for a period of 3 years
Provision of Building Based Intervention Services for Rough Sleepers and Homeless Criminal Justice and Anti Social Behaviour Services	01/04/11	31/03/14	30/06/14	St Mungos	144,379	David Eastwood, Commissioning Manager	Ben Denton	Housing	To extend the current Rough sleepers outreach services for an additional 3 months to allow for completion of tender exercise. Due to a number of factors the current timetable for the tender is becoming unworkable. This approach has been endorsed by Cllr Robathan as the cabinet member responsible for this area as well as Ben Denton as the Director of Housing, Regeneration and Corporate Property.		The current contracts were let through a selective tender exercise and awarded by the strategic Director of Adult and Community Services to commence on 1st April 2011 for a period of 3 years
Public Conveniences Services	01/04/01	31/03/14	01/04/15	APC Clear Channel		John Tweddle, Green Spaces Manager	Leith Penny	Waste and Parks	The future long-term provision of PC services will be reviewed as part of commissioning work which aims to develop a sustainable council wide Operating Model to inform future strategic decision making from 2014/15. Until a long term decision is made on the future arrangements of Public Conveniences, approval is being sought from the Gate Review Panel to approve an extension of the contract for a further year from 1 April 2014 at a cost of approx £260,000 per annum, although WCC make approx £3k - £4k per month in income from entry fee (if units are shut for any reason WCC does not pay so monthly payments vary).		The contract was originally let for 12 years with an extension provision of up to 10 years. The contract ended in March 2013 but was extended for a year until March 2014.

APPENDIX B - Contracts extended or varied in 2013/14 in accordance with the Procurement Code

Title	Contract start date	Contract end date	Extension expiry date	Suppliers	Contract value or Extension/ Variation value	Nominated Authorised Officer	Strategic Executive Board member	Unit	Extension details	Variation details	Approval process for original award of contract and extension/variation.
Provision of school meals	01/09/06	12/04/14	31/08/15	Chartwells	17,000,000	Lynne Richardson, Catering Contract Manager	Andrew Christie	Children's Services	The extension from 12th April 2014 to 31st August 2015 (with break clauses on 31st December 2014 and 2nd April 2015) when the Tri Borough central school meals contract is implemented, will ensure that the arrangement between the council and the contractor will continue and allow time to: • Help navigate and secure school buy in • Fully understand the effect of legislation and possible future amendments –including the proposal that all infants receive a free school meal from September 2014; • Investigate future models of service delivery; • Achieve the strategic objectives in collaboration with schools Tri Borough Children's Services has already published its Commissioning intentions through its Commissioning Prospectus and already undertaken soft market testing for this project. It is known within the school meals industry that this opportunity will present itself in due course and therefore the risk of challenge from another provider is considered as low to medium risk.		
Provision of Confirm On Demand IT solution		01/12/14	30/11/15	Pitney Bowes Solutions		David Pettitt, IT Relationship Manager	Charlie Parker	Information Services	The contract is considered to be key to supporting the transition phase of the new Transportation contracts. Extending the Confirm on demand contract will allow sufficient time for the City Council to consider its wider procurement strategy. Any re-procurement and complex transition to a new system could take twelve months to complete. It would be prudent to only commence this process once the Transportation service contracts have been thoroughly bedded in for a year in order that lessons learned and newly established practices can influence the shape of the future system procurement. A twelve month renewal should therefore be considered as a minimum.		Transerv have contracted and supplied the Confirm software from Pitney Bowes since 2009, delivering it to the City Council through the Transportation 'Lot 5' contract. In 2011 a new contract was set up between Transerv and Pitney Bowes to provide software licences and support as part of an overarching hosted managed service called Confirm OnDemand with an end date of 30th November 2014. Provisions do however exist within this contract that allow the service to be renewed on an annual basis.
* Professional advocacy - People with learning disabilities		01/04/14	30/09/14	The Advocacy Project		Peter McDonnell, Senior Commissioner (Community)	Liz Bruce	Adult Social Care	The extension is needed to cover the tender and governance period for the award of four professional advocacy service contracts across the Tri-borough from 1 October 2014 for vulnerable adults, people with learning disabilities, people with mental health needs and dementia and Children and Young People. The original procurement was expected to start in June 2013 for new contracts to commence from 1 April 2014.		Although there is no provision to extend the contracts, any risks are mitigated by the fact that a competitive procurement exercise is underway, which is compliant with the Tri Borough contracts regulations.
* Professional advocacy - Older people and people with disabilities		01/04/14	30/09/14	POHWER		Peter McDonnell, Senior Commissioner (Community)	Liz Bruce	Adult Social Care	The extension is needed to cover the tender and governance period for the award of four professional advocacy service contracts across the Tri-borough from 1 October 2014 for vulnerable adults, people with learning disabilities, people with mental health needs and dementia and Children and Young People. The original procurement was expected to start in June 2013 for new contracts to commence from 1 April 2014.		Although there is no provision to extend the contracts, any risks are mitigated by the fact that a competitive procurement exercise is underway, which is compliant with the Tri Borough contracts regulations.
* Professional advocacy - Older people		01/04/14	30/09/14	The Advocacy Project		Peter McDonnell, Senior Commissioner (Community)	Liz Bruce	Adult Social Care	The extension is needed to cover the tender and governance period for the award of four professional advocacy service contracts across the Tri-borough from 1 October 2014 for vulnerable adults, people with learning disabilities, people with mental health needs and dementia and Children and Young People. The original procurement was expected to start in June 2013 for new contracts to commence from 1 April 2014.		Although there is no provision to extend the contracts, any risks are mitigated by the fact that a competitive procurement exercise is underway, which is compliant with the Tri Borough contracts regulations.
* Professional advocacy - Targeted mental health advocacy		01/04/14	30/09/14	Advocate for Mental Health		Peter McDonnell, Senior Commissioner (Community)	Liz Bruce	Adult Social Care	The extension is needed to cover the tender and governance period for the award of four professional advocacy service contracts across the Tri-borough from 1 October 2014 for vulnerable adults, people with learning disabilities, people with mental health needs and dementia and Children and Young People. The original procurement was expected to start in June 2013 for new contracts to commence from 1 April 2014.		Although there is no provision to extend the contracts, any risks are mitigated by the fact that a competitive procurement exercise is underway, which is compliant with the Tri Borough contracts regulations.
Rough sleeper hostel services and Supported housing for People with mental health problems - Units 183				Look Ahead, St Mungos and WAMH		Greg Roberts, Head of Supporting People	Ben Denton	Housing		Contracts varied to deliver the third year of the Supporting People Procurement Strategy, delivering £2.108m of savings in 2013 - 2016. Total annual cost for these services is £2,218k and total savings are £155k.	
Rough sleeper Day centre services; Hostel services; supported housing services; People with mental health problems; Offenders or people at risk of offending; Young people at risk or leaving care - Units 311			01/04/15	The Passage, Connections, West London Mission, Riverside, Thames Reach, Broadway, St Mungos, NACRO, Cardinal Hume Centre.		Greg Roberts, Head of Supporting People	Ben Denton	Housing	Contracts extended to 2015 with grant reduction and review of service as part of the Supporting People Procurement Strategy, delivering £2.108m of savings in 2013 - 2016. Total annual cost for these services is £3,817k and total savings are £453k.		
People with mental health problems - Units 81			01/04/17	Look Ahead		Greg Roberts, Head of Supporting People	Ben Denton	Housing	Contracts extended to 2017 with large grant reduction following review of services as part of the Supporting People Procurement Strategy, delivering £2.108m of savings in 2013 - 2016. Total annual cost for these services is £1,736k and total savings are £550k.		
Various supported housing services - Units 2.160				Various providers		Greg Roberts, Head of Supporting People	Ben Denton	Housing	Contracts extended on current basis pending service area review as part of the Supporting People Procurement Strategy, delivering £2.108m of savings in 2013 - 2016. Total annual cost for these services is £5,775k.		

APPENDIX B - Contracts extended or varied in 2013/14 in accordance with the Procurement Code

Title	Contract start date	Contract end date	Extension expiry date	Suppliers	Contract value or Extension/ Variation value	Nominated Authorised Officer	Strategic Executive Board member	Unit	Extension details	Variation details	Approval process for original award of contract and extension/variation.
External repairs, window renewals and decorations works in the Harrow Road and Queens Park areas	01/02/13	31/10/14		Lengard Ltd		Katarzyna Wroblewska/ Altat Chikte	Ben Denton	City West Homes		The Gate 2 budget approval authority for the contract works is £4,828,209 inclusive of a risk register of £427,010. This Change Control seeks authority to issue four contract instructions that will reduce the contract value by £216,758.  The proposals will not increase the cost of the scheme, or the impact upon the current completion date, and consequently the scheme will remain within the approved budget sum.	At Gate 1, the use of the CWH Framework Agreement was agreed to be undertaken as the appropriate route to the market. The Invitation to tender was sent out by the CWH Procurement team via email to the contractors listed within the refurbishment section, band value between £1m-£5m of the CWH Framework document. 4 out of 10 contractors submitted a tender.
Provision of City Guides and a City Transformed Through Sport		01/04/14	31/03/15	Volunteer Centre Westminster	451,218	Richard Cressey, Policy Officer; Andy Durrant, Head of Sport and Wellbeing	Charlie Parker	Corporate Services	That approval be given for an extension of 12 months to the contract(s) with Volunteer Centre Westminster for the provision of Westminster City Guides and 'A City Transformed Through Sport' from 1 April 2014 to 31 March 2015. The Council has developed a new Westminster Volunteering Strategy that looks to build upon the success of its existing events volunteering programmes. The Flagship Volunteering programme that will replace this contract is currently awaiting Gate 1 approval. It is intended that the future volunteering programmes will involve a longer contract and would therefore warrant more detailed work to establish a market from which to procure. It is intended that the contract will be awarded during the summer of 2014 to commence 1st October 2014.		
External and communal area repairs and a decorations programme to street properties in the Pimlico, London SW1 vicinity				Balfour Beatty		Altat Chikte – CityWest Homes	Ben Denton	City West Homes		The Gate 2 budget approval authority for the contract works is £1,373,537 inclusive of a risk register of £184,532. This Change Control seeks authority to release a risk register sum of £68,495 in settlement of the contractor completing additional repair works in accordance with the contract terms and conditions. An intrusive survey of the properties was carried out upon the erection of the scaffolding. It became evident that a number of properties on Gloucester Street, Cumberland Street and Ranelagh Road required additional works, (over and above the specified quantities), to the roofs and external masonry, (together with additional internal plaster repairs).	
Provision of design services to RIBA Stage D+ for the scheme known as 291 Harrow Road	01/02/13	30/11/13	31/03/14	Tibbalds Multidisciplinary Team	524,260	Sanjay Sharma, Development Manager	Ben Denton	Corporate Property	The Tibbalds Multidisciplinary Team contract is to be extended so that they can undertake this work because of intellectual and artistic rights acquired from RIBA Stages A-D.		
Stage - D+ works for DFP mini tender package, Design Advisor role and support services to the Tollgate Gardens Compulsory Purchase Order.		31/03/14	01/06/15	BDP consortium	819,032	Barbara Wright Senior Regeneration Manager	Ben Denton	Corporate Property	The proposal is to extend this contract further with BDP under the HCA Multi Disciplinary Framework to provide mini tender documents to support the forthcoming Development competition to find a developer partner to regenerate the Tollgate Gardens estate, to provide Design Guidance to the Developer Partner throughout the development process to practical completion to ensure that the original scheme is built according to the design aspirations of the master plan and planning permission and to provide support to the Compulsory Purchase process and Public Inquiry, should one be held. Section 11 of the current contract with BDP for Tollgate, drawn up by Sharpe Pritchards which assigns intellectual property rights to the City Council is based on the HCA Multi Disciplinary Framework terms and conditions. The HCA panel expires in August 2014 and is being retendered by the HCA. Any contract let between now and August 2014 will therefore be compliant.		In 2012, the City Council ran a tendering competition using the HCA Multi Disciplinary Framework for the Tollgate Gardens regeneration, to appoint new architects and support consultants to progress the master plan for the Tollgate Gardens estate - tenders were requested for RIBA stages A- L and three tenders were received. A Gate 2 report was submitted recommending the appointment of BDP consortium. The Gate panel awarded a contract to Stage C + only in the sum of £515k, to submit a planning application and Gate later approved an extension by £71,500 so that support from BDP could be provided during the planning application process.
Delivery of home learning provision to children who have significant special educational needs, or a disability	18/05/07	01/04/14	30/09/15	KIDS	218,620	Rabiatu Wilson, SEN Project Intern Steve Comber, Tri-borough Executive Support Team Officer Alison Farmer, Tri-borough Assistant Director for Special Educational Needs	Andrew Christie	Children's Services	The purpose of the 18 month extension will be to continue the Home Learning and Portage service, while a six to eight month service review of the service can be undertaken. The results of the review will inform the decision to either develop a Tri-borough in house or outsourced Portage service. The Children and Families Bill will be enacted in September 2014 and part of the bill seeks to transform the system for children and young people with Special Educational Needs (SEN) and disabilities.		The contract was first awarded on 18 May 2007 and to date there have been three variations of the KIDS contract. • The first variation extended the first agreement until 31 March 2012. • The second variation agreed to extend the first agreement until 31 March 2013. • The third variation extended the first agreement to 31 March 2014. The third variation was not formalised due to staff change over and a change of context. The Contract Price for the period from 1 April 2013 to 31 March 2014 was the sum of £65,507 for KIDS Home Learning and Portage services and an £80,000 Service Level Agreement for Locality Home Learning. The total value of the contract was £145,507.
** People with Learning Disabilities - London Living Project (LDN)		01/04/14	31/03/16	Westminster Society	48,000	Pete McDonnell, Adult Social Care Senior Commissioner (Community)	Liz Bruce	Adult Social Care	Extension of the current contract to enable five strategic service reviews to be undertaken between November 2013 and to January 2015 including older people's prevention services, day opportunities for people with learning disabilities, volunteering, travel mentoring and user involvement.		
** People with Learning Disabilities - ASSIST Project		01/04/14	31/03/16	The National Autistic Society	21,000	Pete McDonnell, Adult Social Care Senior Commissioner (Community)	Liz Bruce	Adult Social Care	Extension of the current contract to enable five strategic service reviews to be undertaken between November 2013 and to January 2015 including older people's prevention services, day opportunities for people with learning disabilities, volunteering, travel mentoring and user involvement.		
** Travel Mentoring		01/04/14	31/03/15	Pursuing Independent Paths	55,700	Pete McDonnell, Adult Social Care Senior Commissioner (Community)	Liz Bruce	Adult Social Care	Extension of the current contract to enable five strategic service reviews to be undertaken between November 2013 and to January 2015 including older people's prevention services, day opportunities for people with learning disabilities, volunteering, travel mentoring and user involvement.		
** Volunteering - The learning disability focused volunteer work project		01/04/14	31/03/15	Volunteer Centre Westminster	20,000	Pete McDonnell, Adult Social Care Senior Commissioner (Community)	Liz Bruce	Adult Social Care	Extension of the current contract to enable five strategic service reviews to be undertaken between November 2013 and to January 2015 including older people's prevention services, day opportunities for people with learning disabilities, volunteering, travel mentoring and user involvement.		



APPENDIX B - Contracts extended or varied in 2013/14 in accordance with the Procurement Code

Title	Contract start date	Contract end date	Extension expiry date	Suppliers	Contract value or Extension/ Variation value	Nominated Authorised Officer	Strategic Executive Board member	Unit	Extension details	Variation details	Approval process for original award of contract and extension/variation.
** Volunteering - Deliver a volunteer project		01/04/14	31/03/15	Mind Westminster	47,500	Pete McDonnell, Adult Social Care Senior Commissioner (Community)	Liz Bruce	Adult Social Care	Extension of the current contract to enable five strategic service reviews to be undertaken between November 2013 and to January 2015 including older people's prevention services, day opportunities for people with learning disabilities, volunteering, travel mentoring and user involvement.		
** User Involvement (People with Learning Disabilities, Mental Health Needs and Dual Diagnosis) - Partnership Board and Self-Advocacy Support		01/04/14	31/03/16	Advocacy Project	88,842	Pete McDonnell, Adult Social Care Senior Commissioner (Community)	Liz Bruce	Adult Social Care	Extension of the current contract to enable five strategic service reviews to be undertaken between November 2013 and to January 2015 including older people's prevention services, day opportunities for people with learning disabilities, volunteering, travel mentoring and user involvement.		
** User Involvement (People with Learning Disabilities, Mental Health Needs and Dual Diagnosis) - User Involvement (People with Learning Disabilities, Mental Health Needs and Dual Diagnosis)		01/04/14	31/03/16	Advocacy Project	82,112	Pete McDonnell, Adult Social Care Senior Commissioner (Community)	Liz Bruce	Adult Social Care	Extension of the current contract to enable five strategic service reviews to be undertaken between November 2013 and to January 2015 including older people's prevention services, day opportunities for people with learning disabilities, volunteering, travel mentoring and user involvement.		
** User Involvement (People with Learning Disabilities, Mental Health Needs and Dual Diagnosis) - User Involvement Support Dual Diagnosis		01/04/14	31/03/16	Advocacy Project	25,000	Pete McDonnell, Adult Social Care Senior Commissioner (Community)	Liz Bruce	Adult Social Care	Extension of the current contract to enable five strategic service reviews to be undertaken between November 2013 and to January 2015 including older people's prevention services, day opportunities for people with learning disabilities, volunteering, travel mentoring and user involvement.		
Provision of Property Asset Data Management	15/03/14	14/03/19	14/03/22	Technology Forge Ltd	120,008	Gary Phillips, Commercial Contracts Manager - Managed Services MSP	Charlie Parker	Managed Services		Kensington & Chelsea have declared their intention to renew their contract with their incumbent provider for another year from June 2014. This is contrary to the Tri-borough's original intentions at Gate 2 and the impact is that Westminster and Hammersmith & Fulham have to call off under Scenario 1 pricing. Scenario 1 pricing increases the annual cost per council by £15,001 from an anticipated £25,652 to £40,653, an increase of 37%, equating to an increase of £75,005 per borough over 5 years or £120,008 if extended each for Westminster City Council and the London Borough of Hammersmith & Fulham.	Following a competitive tendering process led by Westminster City Council The Technology Forge were awarded the contract to provide the services.

TOTALS

66

11

77