

Officer Decision Record Template

Record of Decision of The Executive Director of Communities Wendy Lowder

Subject

The BMBC Communities business unit wish to obtain approval to proceed with a direct award under the CCS Framework Agreement RM3821 to CACI. The existing contract for the existing solution comes to a natural end on 31st March 2020. Through engagement with the supplier in the market and with CACI the best option for BMBC is to proceed with an upgrade from the existing solution to the Cygnum system. Upgrading the current solution would allow for continuity from a system that we already use with little resource and service impact which would increase if BMBC were to implement a new solution with an alternative provider.

Direct Award Call-Offs can only be processed via the DAS framework if the procurement event is compliant with the following criteria:

- 1) The requirement must be intrinsically linked to a system already within the customers organisation
- 2) The products they are looking to award must be present on the Government eMarketplace
- 3) Framework Schedule 6 Order Form must be signed by both supplier and customer noting that the only schedules highlighted in yellow that can be used are Call Off Schedule 19 and Call Off Schedule 21

At this stage, criteria 1 is compliant, further engagement between CACI and Strategic Procurement following this ODR approval will ensure that BMBC will be fully compliant with criteria 2 and 3. Should either of these criteria not be met then an alternative approach will be sought.

Indication of costs for a 2 + 1 contract is circa £210,000 however, to future proof the contract, it has been advised by strategic procurement to obtain contract costs and ODR spend for future years. Strategic procurement recommends a 2+1+1+1 contract structure and ODR approval through officer decision to £250,000.

We work with a number of functions that would benefit from one route in for referral and monitoring of activity. Each team currently utilises either a different system, or no system, therefore referrals to teams can differ across each function, with elements of duplication occurring, it would enable us to have a single view of the customer and ensure we maximize a holistic offer of early intervention and prevention, key to reducing demand on other services, such as Adult Social Care. A single system would allow us to streamline this process and support the “tell us once” approach when gathering and sharing information about our customers through a core system.

Upgrading to Cygnum would save on the cost of completing a separate server upgrade (£20,000) that would be required, should we have to go out to tender, due to the time that this process would require and the speed in which the server upgrade would be required (prior to end of January 2020 if we do not proceed with direct award).

Authority

Insert reference to relevant section of the Scheme of Delegation or Council / Cabinet / Regulatory Board Minute Number, where appropriate, to show where the delegated powers on this matter was authorised.

Decision Taken

Set out the decisions (to be) taken

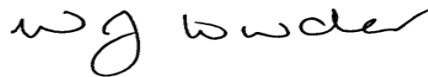
Date of Decision

21 January 2020

Elected Member Conflicts of Interest

Record any conflicts of interest, and dispensations granted

Signature



Wendy Lowder, Executive Director of Communities

(Insert more Officer names as required)

Signature

*Cabinet Spokesperson
(if required)*

Scan / email the completed form and appendices to the Council Governance Unit and keep the original on the project file

Officer Decision Record – Spend Approval:

The Officer Decision Record is to be used for approval to spend against your budget.

- (a) Up to £250,000 – Delegated Officer decision,
- (b) £250,000 to £500,000 – Delegated Member decision,
- (c) £500,000 and over – Cabinet decision,