

**SWANSEA COUNCIL
MANAGEMENT ACTION PLAN
WAIVERS 2023/24**

REPORT REF	RECOMMENDATION	CLASS (HR; MR; LR; GP)	AGREED ACTION/ COMMENTS	RESPONSIBILITY FOR IMPLEMENTATION	IMPLEMENTATION DATE
Waiver Applications					
2.1.6	Waiver applications should be submitted in advance of any expenditure being incurred, with exceptions allowed for emergency requirements.	MR	Agreed	Waiver applicant / contract manager and their Head of Service	Immediate
Supplier Suitability					
2.1.8	Appropriate Supplier Suitability checks should be undertaken for all Waivers.	LR	Agreed	Waiver applicant / contract manager and their Head of Service	Immediate
Insurance Checks					
2.1.10	It should be confirmed that the supplier has appropriate and valid insurance in place at the start of a contract, and throughout its duration.	MR	Agreed	Waiver applicant / contract manager and their Head of Service	Immediate
Contracts					
2.1.12 2.1.13	A contract should be prepared and signed by the required and appropriate parties for all Waiver applications.	HR	Agreed	Waiver applicant / contract manager and their Head of Service	Immediate

TABLE 1 / SOCIAL SERVICES DIRECTORATE

Waiver Reference	Services/ Goods Supplied	Value £	App in Advance ?	Suitability Questionnaire Completed	Insurance Checked	Contract Provided	Signed	Service Comment
CPR8/22/105	Adult Social Care	800,000	No	No	Yes	Yes	No	This matter has been reviewed and resolved
CPR8/22/126	Agency Workers	60,000	No	No	Yes	No	No	This matter has been resolved. A Social Services Agency Framework is in development
CPR8/22/067	Employment Agency	100,000	No	No	No	No	No	This matter has been resolved. A Social Services Agency Framework is in development
CPR8/23/019	Adult Social Care	600,000	Yes	Yes	No	Yes	No	This matter has been reviewed and resolved.
CPR8/23/027	Childrens' Social Care	66,400	No	No	No	Yes	Yes	This matter has been reviewed and resolved.
CPR8/23/037	Carer Therapy & Support	20,000	No	No	No	Yes	Yes	This matter has been reviewed and now resolved.

TABLE 2 / PLACE DIRECTORATE

Ref	Service	Services/ Goods Supplied	Value £	App in Advance	SQ ?	Insurance Checked	Contract Provided	Contract Signed	Service Comment
CPR8/22/111	Highways & Transportation	Tawe Lock Gates	210,150	No	No	Yes	Yes	Yes	The company were engaged due to being the only appropriate specialist organisation who could provide the service
CPR8/22/113	Building Services	Painting & Decorating	75,000	Yes	No	No	No	No	We had used this contractor on school work on several occasions. We were hit with a significant increase in damp and mould repairs by tenants and had to respond in a timely manner. A new framework was in the process of being set up and is now live.
CPR8/22/128	Highways	Marina Pontoons	59,500	Yes	Yes	Yes	Yes	Yes	
CPR8/23/001	Planning & City Regeneration	Consultancy fees	100,000	No	No	Yes	No	No	This matter has been reviewed and resolved.
CPR8/23/006	Housing and Public Health	Security services	180,000	Yes	Yes	Yes	Yes	Yes	
CPR8/23/012	Planning & City Regeneration	Land-scaping works	43,750	Yes	No	No	No	No	This matter has reviewed and resolved.
CPR8/22/144	Building Services	Storage containers	40,100	Yes	No	Yes	Yes	Yes	This was for the supply of storage containers that matched ones that we had previously purchased, As we had used the supplier previously and it was supply only the manager didn't realise that an SSQ would be required as we had been through that process previously.
CPR8/23/004	Corporate Property Services	Electrical works	115,000	Yes	Yes	Yes	Yes	Yes	

Appendix A

Ref	Service	Services/ Goods Supplied	Value £	App in Advance	SQ ?	Insurance Checked	Contract Provided	Contract Signed	Service Comment
CPR8/23/ 009	Cultural Services	Testing & Service of Equipment	17,900	No	No	Yes	Yes	Yes	This matter been reviewed and resolved.