

DECISION RECORD

environment, the sustainability of WAMS in the medium and long term on the existing Microsoft Access platform raises issues about the limitations for potential development.”

In order to maintain system support in the future and reduce the risk of the system not adapting to new practises required for future contractual arrangements a full procurement exercise has taken place. This process has identified an “off the shelf” system (including some modification to meet HCC's requirements) developed by Open Sky Data systems as the preferred option.

3. Alternative options considered and rejected ⁴

In total two tenders were received. The alternative to Open Sky Data Systems was:

Eastpoint Software Ltd – This company offered a bespoke solution and would develop a completely new system. Whilst the quality aspects of the bid were comparable to Open Sky the capital costs was significantly higher and therefore came second in the final overall evaluation.

4. Consultation

(a) Comments of Executive Member ^{5 6}

I am in agreement with the decision to directly award provision of this service to Open Sky Data Systems.

(b) Comments of other consultees ⁷

5. Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.

Signed: ..

Title: HEAD OF WASTE MANAGEMENT Date: 10/4/18
& ENVIRONMENTAL RESOURCES PLANNING

6. Copies of agreed document to:

- All consultees
- All members of the County Council (Democratic Services to send)
- Hard & electronic copy (for public inspection both at County Hall and on hertfordshire.gov.uk) to the Democratic Services Manager - Room 213 County Hall; democratic.services@hertfordshire.gov.uk

¹ Please refer to the Call-in and Contract Award Process for officers to determine if notice on this decision record for successful and unsuccessful bidders is exempt information and is therefore subject to inclusion in Annex 'A'

² If this decision relates to the award of contract, please provide a summary of the evaluation process and reasons for the award of contract to the successful bidder.

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Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution) **Council's Constitution**

Subject: Provision and Support of a waste management data system

Staff Contact: Matthew King

Executive Member: Terry Hone

Tel: 01992 556207

Portfolio: Community Safety & Waste Management

1. Decision ²

To award the Provision and Support of a waste management data system to Open Sky Data Systems

2. Reasons for the decision ³

The Waste Management Unit of Hertfordshire County Council fulfils a number of statutory functions for the Authority, principally these include; the disposal of Local Authority Collected Waste from the 10 District and Borough Council's, provision of a network of Household Waste Recycling Centres and the payment of 'Recycling Credits' to the District and Borough Councils.

These statutory functions are monitored and measured through the use of a large access database system which interfaces with SAP known as WAMS (Waste Management System).

Until recently the system has been upgraded for many years by an external consultant in conjunction with, and under direction from, the Waste Management Unit. It was recognised that the previous support levels (the external consultant and a single contact in Serco) represent a low level of assurance and as a result agreement has been reached with Serco to provide support through the existing service support contract.

However, in order to continue to effectively and efficiently support new demands on the service and planned new contractual arrangements such as the long term Residual Waste Treatment Programme (RWTP) for Hertfordshire, the system will require significant modification to process the incoming data and provide statistical information for appropriate reporting purposes both internally and externally.

The development and review of the WAMS database has been identified internally by officers in the Waste Management Unit and appears on the team's service plan objectives. The WAMS system has also been the subject of a Share Internal Audit Service (SIAS) report which recommended:-

"The WAMS system has proven to be reliable and effective for many years. However, there are some concerns about the resilience of the current support and maintenance arrangements. Also, due to the increasingly rapid pace of change in the general IT

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³ for guidance see Chief Legal Officer's note "Taking Decisions"

⁴ details of any alternative options considered and rejected by the officer at the time the decision was made

⁵ record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest **DO NOT PROCEED** without taking advice from the Chief Legal Officer

⁶ If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of The Council will need to be consulted

⁷ If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by email) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.

