



## North Devon Council

### Request for Waiver

1. NAME AND JOB TITLE OF OFFICER REQUESTING WAIVER:

Sarah Bright, HR Advisor

2. TITLE OF PROPOSED CONTRACT:

Request for Waiver Building Control Surveyor (Integrated Degree) L6 Apprenticeship  
48 Months

The proposed contract for the above will be between £12,000 (inc VAT) and £120,000 (inc VAT).

With this RFW I include a copy of the specification or brief which has been prepared for this contract and which details the goods, services and/or works which will be provided.

The course includes:

- Sustainability
- Building Pathology
- Fire Safety and Accessibility at Sports Grounds
- Dissertation
- End Point Assessment (EPA)

We will be using the University of Wolverhampton's Apprenticeship Services Training Agreement. I have sought the approval of Legal Services to the alternative terms and conditions that I propose to use for this contract.

In accordance with the Council's Contract Procedures Rules, three alternative quotes should be obtained and the lowest quotation should be accepted.

I can confirm that I have sought advice from Legal Services and we have agreed that it is appropriate that this requirement be waived for the following reason(s):

*(Delete A, B **OR** C as applicable)*

**B Received fewer than three price quotes**

**NOTE:** This form, and the decision, must be kept on file and properly recorded for audit purposes.

It is a legal requirement that details of the contract being procured pursuant to this RFW must be included on the Council's Contract Register. A copy of this RFW must be sent to [supplyingndc@northdevon.gov.uk](mailto:supplyingndc@northdevon.gov.uk) immediately following approval.



3. THE PROPOSAL IS TO AWARD THIS CONTRACT TO THE FOLLOWING SUPPLIER:

Wolverhampton University

4. DETAIL

I can confirm that, despite non-compliance with the requirement to seek at least three quotes, the award of this contract to the above supplier will be best value for the Council for the following reason(s):

There are currently only 2 providers for this qualification, UCEM and Wolverhampton University we therefore seek a waiver to support the use the University of Wolverhampton for the above qualification The scheme of work from Wolverhampton is very comprehensive and supports the technical and professional needs of our people within the Building Control team, over and above the experience provided by the 2<sup>nd</sup> provider (UCEM) UCEM offer – a virtual learning environment with skills and behaviours taught in the workplace and weekly webinars with support – 54 months long for the same price. Wolverhampton University – offer weekly webinars, and support, hands on residential experience x2 per year– the course is 48 months long. The Wolverhampton residential courses offer experience which is of benefit to the apprentice and the role, provided within a purpose built centre to support learning, including, lectures with the course lead, site visits, practical work within multi-purpose labs, they encourage collaborative working and networking – offering hands on experience to relate theory into practice and develop ideas to solve problems – this addition to the course sets it apart from other providers – and would also benefit the learner (short video here:

[HTTPS://www.youtube.com/watch?v=GWmAZ3Vyaxk](https://www.youtube.com/watch?v=GWmAZ3Vyaxk) (this is not available from the 2<sup>nd</sup> provider) The university provide a comprehensive programme of work, to support the high level of technical ability required by this role, and also have a proven track record of achievement with ourselves. Please find a statement from the Building Control Manager, Andrew Howard (North and Mid-Devon Building Control):

**Statement** “The Partnership has an established relationship with Wolverhampton University. Since 2019, we have had two Trainees enrol on this course as students. As well as being recommended by our governing body the LABC, both students have found the course interesting, demanding and a great grounding for our role. The course has proven it provides an excellent platform for the Validation and Building Safety Regulator Registration process with our most recent Trainee achieving Class 2A registration while still attending the course. Our students have found the format of course beneficial, in particular, the combination of distance learning, semester module assignments and assessments and on site study weeks an excellent format and environment to learn.”

**NOTE:** This form, and the decision, must be kept on file and properly recorded for audit purposes.

It is a legal requirement that details of the contract being procured pursuant to this RFW must be included on the Council’s Contract Register. A copy of this RFW must be sent to [supplyingndc@northdevon.gov.uk](mailto:supplyingndc@northdevon.gov.uk) immediately following approval.



Where quotes were received (option B or C above) please provide summary information below:

Quotation 1:

Does the quotation conform to the provided specification? Y  
(If no, please provide detail)

Supplier Name: Wolverhampton University

Quotation Price: £24,000

Quotation 2:

Does the quotation conform to the provided specification? Y  
(If no, please provide detail)

Supplier Name: UCEM

Quotation Price: £24,000

**NOTE:** This form, and the decision, must be kept on file and properly recorded for audit purposes.

It is a legal requirement that details of the contract being procured pursuant to this RFW must be included on the Council's Contract Register. A copy of this RFW must be sent to [supplyingndc@northdevon.gov.uk](mailto:supplyingndc@northdevon.gov.uk) immediately following approval.



5. DECISION TO BE MADE BY: Head of Organisational Development

-----

To be completed by Decision Taker:

6. REQUEST FOR WAIVER AUTHORISED BY DECISION TAKER?: Y

7. DECISION TAKER'S COMMENTS: Agreed

8. DATE OF DECISION: 13/06/2024

**NOTE:** This form, and the decision, must be kept on file and properly recorded for audit purposes.

It is a legal requirement that details of the contract being procured pursuant to this RFW must be included on the Council's Contract Register. A copy of this RFW must be sent to [supplyingndc@northdevon.gov.uk](mailto:supplyingndc@northdevon.gov.uk) immediately following approval.