



NOTICE OF MEETING

Cabinet Procurement Committee

TUESDAY, 29TH JANUARY, 2008 at 18:30 HRS - CIVIC CENTRE, HIGH ROAD, WOOD GREEN, N22 8LE.

MEMBERS: Councillors Adje (Chair), Meehan, Diakides and Santry.

AGENDA

1. APOLOGIES FOR ABSENCE (if any)

2. URGENT BUSINESS

The Chair will consider the admission of any late items of urgent business. Late items will be considered under the agenda item where they appear. New items will be dealt with at item 9 below. New items of exempt business will be dealt with at item 15 below.

3. DECLARATIONS OF INTEREST

A member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

A member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgment of the public interest **and** if this interest affects their financial position or the financial position of a person or body as described in paragraph 8 of the Code of Conduct **and/or** if it relates to the determining of any approval, consent, licence, permission or registration in relation to them or any person or body described in paragraph 8 of the Code of Conduct.

4. MINUTES

To confirm and sign the minutes of the meetings of the Procurement Committee held on 20 and 27 November and 20 December 2007.

5. DEPUTATIONS / PETITIONS / PRESENTATIONS / QUESTIONS

To consider any requests received in accordance with Standing Orders.

6. MENTAL HEALTH ASSESSMENT AND TREATMENT SERVICE FOR LOOKED AFTER CHILDREN

(Report of the Director of the Children and Young People's Service): To recommend the award of a contract for the provision of a mental health and assessment and treatment service for looked after children.

7. TETHERDOWN PRIMARY EXPANSION PHASE 2A

(Report of the Director of the Children and Young People's Service): To report on the signing by the Director of the Children and Young People's Service and the Cabinet Member for Children and Young People of the award of contract for the Phase 2 Expansion of Tetherdown Primary School.

8. PROVISION OF SECURITY GUARDING SERVICES - AWARD OF FRAMEWORK AGREEMENT

(Report of the Director of Corporate Services): To seek approval to award a contract for the provision of the Security Guarding Services.

9. NEW ITEMS OF URGENT BUSINESS

To consider any items admitted at 2 above.

10. EXCLUSION OF THE PRESS AND PUBLIC

The following items are likely to be the subject of a motion to exclude the press and public as they contain exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).

Note from the Head of Local Democracy and Member Services

The following items allow for consideration of exempt information (if required) in relation to items 6 – 8 which appear earlier on this agenda as well as item 14.

11. MENTAL HEALTH ASSESSMENT AND TREATMENT SERVICE FOR LOOKED AFTER CHILDREN

(Report of the Director of the Children and Young People's Service): To recommend the award of a contract for the provision of a mental health and assessment and treatment service for looked after children.

12. TETHERDOWN PRIMARY EXPANSION PHASE 2A

(Report of the Director of the Children and Young People's Service): To report on the signing by the Director of the Children and Young People's Service and the Cabinet Member for Children and Young People of the award of contract for the Phase 2 Expansion of Tetherdown Primary School.

13. PROVISION OF SECURITY GUARDING SERVICES - AWARD OF FRAMEWORK AGREEMENTS

(Report of the Director of Corporate Services): To seek approval to award a contract for the provision of the Security Guarding Services.

14. SPORTS AND LEISURE INVESTMENT PROGRAMME - FINAL ACCOUNT SETTLEMENT

(Report of the Director of Adult Culture and Community Services): To update Members on the settlement of the final account of the above-mentioned programme..

15. NEW ITEMS OF EXEMPT URGENT BUSINESS

To consider any items admitted at 2 above.

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21 January 2008.

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**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
TUESDAY, 20 NOVEMBER 2007**

Councillors *Adje (Chair), *Diakides, *Meehan and *Santry

*Present

Also Present: Councillor Basu

MINUTE NO.	SUBJECT/DECISION	ACTION BY
PROC33.	<p>MARKFIELD PARK CAFÉ (Report of the Director of Adult, Culture and Community Services - Agenda Item 5)</p> <p>The interleaved report was the subject of a motion to exclude the press and public from the meeting as it contained exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).</p> <p>We noted that the main reason for needing to obtain further approval for this project arose from the original Agreed Maximum Price (AMP) not being sufficiently developed at the earlier design stage to provide the costs certainty needed. We also noted that the design and associated costings had progressed and the project had now been more fully costed, as was the case with AMP-based projects.</p> <p>We were informed that in order to avoid this requirement in future a full costing of projects needed to be achieved at the earliest possible stage. However, given that so many of the Council's projects were time-pressured, the risk remained that AMP-based projects might request approval before the design could be fully costed.</p> <p>Concern was expressed about the performance of external consultants and how it might have contributed to the increased costs arising from which we were advised that their performance was currently being reviewed by the Service in conjunction with the Corporate Procurement Unit. In this connection we were advised that the consultants concerned had been drawn from the Council's appropriate framework and that they were likely to come off that framework at the end of the financial year.</p> <p>With regard to the financial implications, we were advised that the shortfall now reported had not been considered in the current budget planning process and consequently the budget proposals for 2008-09 did not include the additional requirement now required. In the event that alternative capital resources were not available to fund the shortfall, the Service would have to identify savings within the overall programme to contain these costs.</p>	
	<p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That approval be granted to a revised agreed maximum price for the contract for the construction of a café in Markfield Park up to the amount set out in Appendix D to the interleaved 	DACCS

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	<p>report.</p> <p>2. That a further report be made to the Committee on the performance of external consultants and how it might have contributed to the increased costs on the project and, in the meantime, no further work be awarded to the consultants concerned.</p>	HPr
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CHARLES ADJE
Chair

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
TUESDAY, 27 NOVEMBER 2007**

Councillors *Adje (Chair), *Diakides, *Meehan and *Santry

*Present

MINUTE NO.	SUBJECT/DECISION	ACTION BY
PROC34.	<p>MINUTES (Agenda Item 4)</p> <p>RESOLVED:</p> <p>That the minutes of the meeting held on 23 October 2007 be approved and signed.</p>	HLDMS
PROC35.	<p>FURTHER UPDATE ON THE PROCUREMENT OF AN ICT MANAGED SERVICES PROVIDER FOR THE BUILDING SCHOOLS FOR THE FUTURE PROGRAMME (Report of the Children and Young People's Service - Agenda Item 6)</p> <p>We noted that there was now likely to be an additional update report on the progress of the procurement procedure prior to the award of the contract anticipated in May 2008.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That it be noted that the purpose of the procurement was to let a contract to a single supplier to provide a solution to supply and install all the required ICT equipment, software and networks for secondary schools in the Borough and provide maintenance and associated services for a minimum period of five years. 2. That it be noted that this was the third of five reports, the first four of which were for information and the fifth for award of contract, scheduled at key stages to keep us informed of progress. 3. That the procurement procedure currently underway and progress made to date as outlined in the interleaved report be noted. 4. That it be noted that the outcome of the procurement would lead to a key decision to award the ICT Management Managed Services Provider for the Building Schools for the Future programme with a total contract value of approximately £26 million for a five year contract term. 	
PROC36.	<p>TETHERDOWN PRIMARY EXPANSION - PHASE 2 (Report of the Director of the Children and Young People's Service - Agenda Item 7)</p> <p>Details of the contracts which were set out in the Appendix to the interleaved report were the subject of a motion to exclude the press and public from the meeting as they contained exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).</p>	

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	<p>Arising from our consideration of paragraph 10.3 of the report, clarification was sought and confirmation given that that a condition survey of the roof and a specialist condition survey of roof beams, dry rot and asbestos had not revealed the need for any works other than those for which provision had been made in the cost plan.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That authority to award the contract for the Phase 2 Expansion of Tetherdown Primary School be delegated to the Director of the Children and Young People's Service in consultation with the Cabinet Member for Children and Young People within the boundary of the project budget. 2. That approval of the contract award be based on a robust cost plan not to exceed a maximum construction value as defined in Appendix A to the interleaved report. 	<p>DCYPS</p> <p>DCYPS</p>
<p>PROC37.</p>	<p>OATFIELD HOUSE AND TWYFORD HOUSE - REWIRING SCHEME (Report of the Director of Urban Environment - Agenda Item 8)</p> <p>Details of the contracts which were set out in the Appendix to the interleaved report were the subject of a motion to exclude the press and public from the meeting as they contained exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).</p> <p>Arising from our consideration of paragraph 13.1 of the report, we sought clarification of whether the proposed provision of TV core services envisaged as part of the project would take account of the impending change from analogue to digital systems. Officers present at our meeting were not able to confirm the position and we asked that a check be made to ensure that this change would be taken into account.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That, in accordance with Contract Standing Order 11.01(a) and subject to final consideration of any leaseholder observations at the expiry of the second Section 20 Notice period, approval be granted to the award of the contract for rewiring works at Oatfield House and Twyford House to Raytell Electrical Ltd in the sum of £1,056,370 with a contract period of 28 weeks. 2. That the Director Urban Environment be authorised to approve the award of the contract after expiry of the second Section 20 Notice period and the consideration of comments received from leaseholders. 3. That the total estimated cost excluding fees as detailed in paragraph 2.1 of Appendix A to the interleaved report be noted. 	<p>DUE</p> <p>DUE</p> <p>DUE</p>

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<p>PROC38.</p>	<p>KENLEY AND NORTHOLT, BROADWATER FARM ESTATE - LIFT IMPROVEMENTS (Report of the Director of Urban Environment - Agenda Item 9)</p> <p>Details of the contracts which were set out in the Appendix to the interleaved report were the subject of a motion to exclude the press and public from the meeting as they contained exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).</p> <p>RESOLVED:</p> <p>That, in accordance with Contract Standing Order 11.01(a), approval be granted to the award of the contract for lift modernisation works at Kenley and Northolt, Broadwater Farm Estate to Precision Lift Limited in the sum of £467,738 with a contract period of 40 weeks.</p>	<p>DUE</p>
<p>PROC39.</p>	<p>RE-PROCUREMENT HIGHWAYS AND STREET LIGHTING CONTRACTS(Report of the Director of Urban Environment - Agenda Item 10)</p> <p>We noted that in reaching a decision on whether or not to grant a further contract extension, we were required to balance the risk of challenge highlighted by the external legal advisor Trowers and Hamlins against the potential advantages of granting the extension which the report stated to be -</p> <ul style="list-style-type: none"> • Financial and other deadlines made an April changeover more convenient. • An extension would allow a new permit scheme to be introduced in spring 2008 to be incorporated into the contract. • A new Head of Service who should be in place within the year would be able to input into the tender process. <p>We expressed our displeasure that a failure in forward planning had left our Committee with little option other than to agree to a further extension of these contracts and we asked that the Head of Procurement report to us on all Council contracts which were due for renewal in the next 12-24 months.</p> <p>We also expressed reservations about the quality of some of the work performed by the highways contractor and we asked officers to ensure that suitable performance measures were incorporated into the extended highways contracts.</p> <p>Having balanced the risk of challenge against the potential advantages of extending the contracts, we</p> <p>RESOLVED:</p> <p>1. That the highways planned and responsive work be packaged</p>	<p>HPr</p> <p>DUE</p>

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	<p>into a single lot and street lighting as a separate lot within one contract and tenders be sought for a two year term starting 1 April 2009 with the option for up to 2 annual extensions.</p> <p>2. That the existing contracts be extended for a further year from 1 April 2008 to 31 March 2009 to enable full European Tendering Procedures and timing of work to enable capital works to be completed.</p>	DUE
<p>PROC40.</p>	<p>REACTIVE AND PLANNED MAINTENANCE CONTRACTS FOR THE OPERATIONAL BUILDING PORTFOLIO (Report of the Director of Corporate Services - Agenda Item 11)</p> <p>Details of the contracts which were set out in the Appendix to the interleaved report were the subject of a motion to exclude the press and public from the meeting as they contained exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That approval be granted to the appointment of a Managing Agent to co-ordinate and manage the delivery of planned and reactive services across the operational building portfolio. 2. That John Rowan and Partners continue to support the delivery of the integrated maintenance contract with support, guidance and advice from the Construction Procurement Group. 3. That the current reactive maintenance contract with "Inspace Maintain Ltd" be extended for a period of 6 months, until the new contract was in place for the 1 September 2008. 4. That the estimated Consultancy, Contractor costs and the impact statement on Homes for Haringey detailed in Appendix B to the interleaved report be noted. 	<p>DCS</p> <p>DCS</p> <p>DCS</p> <p>DCS</p>

CHARLES ADJE
Chair

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
THURSDAY, 20 DECEMBER 2007**

Councillors *Adje (Chair), *Diakides, Meehan and *Santry

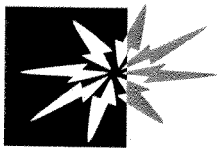
*Present

MINUTE NO.	SUBJECT/DECISION	ACTON BY
PROC41.	<p>APOLOGIES FOR ABSENCE</p> <p>An apology for absence was submitted by Councillor Meehan.</p>	
PROC42.	<p>CONSTRUCTION OF NEW HARINGEY MORTUARY (Report of the Director Of Urban Environment – Agenda Item 4)</p> <p>Our Chair agreed to accept the report as urgent business. The report was late because the extensive Value Engineering and savings exercise could not be concluded in time to meet the agenda despatch date. The report was too urgent to await the next meeting because it was imperative to ensure that Growth Area Fund (GAF) II money was spent by 31 March 2008.</p> <p>We were informed that following our conditional approval of the Phase 2 construction costs in September at Stage 2 of the tendering process, the ‘Agreed Maximum Price’ (AMP) process had been continued. The Phase 2 works had been split into 26 construction packages and sent out by Mulalley & Co Ltd to their sub-contractors to submit their tendered prices. The invitation was sent out to a minimum of three trade contractors for each package and the return of the tenders had been monitored by the quantity surveyors, Potter Raper Partnership.</p> <p>We also noted that the trade tenders returned had come in at a sum of £2,917,672, an additional £420,250 above the stage 2 cost. As a result of these trade AMP tenders and in order to reach a figure within the Stage 2 tender price originally agreed by us it had been necessary to undertake extensive ‘Value Engineering’ together with a further savings exercise. This work had involved all elements of the design team particularly those involved in the higher cost elements such as the structural engineers and all parts of the construction had been considered for necessity and cost.</p> <p>In response to concerns expressed about the results obtained by appointing contractors for projects via mini-competition from Framework Agreements whereby contractors provided an indicative price, which was then be worked on, as the design progresses, to achieve the final Agreed Maximum Price (AMP) we were advised that the Corporate Procurement Unit would be reviewing the Framework Agreements and these processes and that our concerns would be considered as part of that review.</p> <p>We noted that the use of £139,000 from the main contract contingency to bring the overall cost down to within budget meant that there was no contingency cover for any other unforeseen items of expenditure which</p>	

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	<p>might arise which in turn increased the risk of eventual costs exceeding the budget. In order to mitigate against this risk we asked that officers explore the possibility of Home Office funding for the use of the mortuary as a forensic facility and the submission of a further bid for GAF Round 3 funds. We also asked that consideration be given to an approach being made to Enfield Council who used the mortuary on a chargeable basis.</p> <p>RESOLVED:</p> <p>That approval be granted to the award of the contract in respect of the main construction work (Phase 2) for the new Haringey Public Mortuary to Mulalley & Co Ltd based on the revised contract sum of £2,492, 898.42.</p>	<p>DUE</p> <p>DUE</p>
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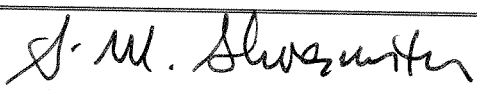
CHARLES ADJE
Chair



Agenda item:

[No.]

Cabinet Committee held on 29th January 2008

Report Title: Mental Health Assessment and Treatment Service for Looked after Children	
Forward Plan reference number (if applicable): n/a	
Report of: The Director of Children and Young Peoples Service	
Wards(s) affected: All	Report for: Non-Key
<p>1. Purpose (That is, the decision required)</p> <p>1.1 To seek Member approval to award the contract for a mental health assessment and treatment service as allowed under Contract Standing Order 11.03 in accordance with paragraph 12 of this report</p>	
<p>2. Introduction by Cabinet Member (if necessary)</p> <p>2.1 The current contract for a mental health assessment and treatment service expires in March 2008. In anticipation of contract expiry, officers have tendered the service, in order to ensure it meets current requirements in line with Council requirements.</p> <p>2.2 I therefore, concur with the recommendations of this report that following a competitive tendering process , the contract for a Mental Health Assessment & Treatment service is awarded to the Contractor identified in part B.</p>	
<p>3. Recommendations</p> <p>3.1 That Members agree to award the contract for a mental health assessment and treatment service to the Contractor identified in part B for a period of 3 years with an option to extend for a further period of up to 2 years.</p>	
Report Authorised by:	 Sharon Shoesmith Director The Children and Young People's Service
Contact Officer: Marion Wheeler, Service Manager, Children & Families 020 8489 1084	

4. Director of Finance Comments

The Chief Finance Officer was consulted in the preparation of this report and comments as follows.

- 4.1 The mental health assessment and treatment service for looked after children is fully funded from the Child and Adolescent Mental Health Grant. Haringey's 2007/2008 allocation is £964,000 and £353,500 of this is spent on this service.
- 4.2 The Department of Health have confirmed that a circular will shortly be issued confirming the allocations for the next three years. There will be no cut in the grant for Haringey and there may be some inflationary uplift. However in the future the grant will not be ring fenced and will become an area based grant administered by the Department of Communities and Local Government.
- 4.3 The costs of the first three years of this contract can therefore be contained within existing resources. However the contract should not be extended for a further two years until confirmation of future grant funding streams has been received.

5. Head of Legal Services Comments

- 5.1 The service is not classified as a priority activity service under the Public Contracts Regulations 2006 so there is no requirement to advertise the contract in Europe.
- 5.2 Children's Services Directorate (the Directorate) followed a domestic tender process in accordance with CSO 8.03 (a) (open tender process).
- 5.3 The Directorate wishes to award the contract to the provider named in the exempt appendix. The recommendation to award is made on the basis of most economically advantageous tender (CSO 11.01 [b]).
- 5.4 The Cabinet Procurement Committee has power to approve the award under CSO 11.04.
- 5.5 The Head of Legal Services confirms that there are no reasons preventing Members approving the award of contract.

6. Head Of Procurement Comments

- 6.1 The procurement process has been undertaken in line with the Procurement Code of Practise.
- 6.2 The quarterly reporting schedule will minimise any non compliance throughout the life of the contract
- 6.3 The tendering process has one through a fully competitive process and has resulted in service standards to be upgraded to deliver a more effective service for

Haringey residents and therefore represents Value for Money for the Council.

- 6.4 This recommendation reduces the risk to young people in care encountering mental health issues which negatively impacts on their life chances.

7. Local Government (Access to Information) Act 1985

- 7.1 No background documents
- 7.2 This report contains exempt and non-exempt information. Exempt information is contained in Part B and is not for publication. The exempt information is under the following category (identified in the amended Schedule 12A of the Local Government Act 1972)(3) Information relating to the financial or business affairs of any particular person (including the authority for holding that information)

8. Strategic Implications

- 8.1 Children in care have a significantly higher incidence of mental health issues in comparison with the whole population. It is also clear that poor mental health can have a severe and adverse impact on the outcomes for children in terms of their life chances, health and educational attainment. The award of a bespoke mental health service to children in Haringey care will enable us to make early impact where there are difficulties for children and ensure that the network of professionals working with the child are fully supported.
- 8.2 The risk of not having a contract for this provision is the adverse affect on young people in care who statistically have a higher incidence of mental health issues which negatively impacts on their life chances. Which also means that the Council will not be meeting its obligations in providing the best outcomes for children in care.
- 8.3 The work under taken with children in care by the Tavistock team under the previous contract was generally of excellent quality. The contract specifications have since been amended to include additional benefits that have been contracted in for the new service and should be met through the competitive tendering process. These will include a reduction in the time taken to respond to new referrals and a strengthening of services young people in care aged 16 – 24 in addition to further development of the 'Placement stability rating tool' action research which will enable us to target services at children most vulnerable to care placement breakdown.
- 8.4 The contract as tendered provides good value for money as this is a bespoke contract for vulnerable young people with mental health issues in a highly specialised market. The contract will also enable Haringey children's social care staff to have access to an internationally renowned training programme, to have bespoke training programmes developed by the team and have the additional value of accessing the extensive research programme run by the Contractor in order to ensure we learn from research opportunities and develop evidence-based best practice in borough.

- 8.5 The contract will be rigorously monitored by quarterly reports which includes details of: new referrals, response times, assessments undertaken and outcomes thereof, interventions required, number of appointments attended or cancelled, level of staffing and training; as well ensuring that policies in relation to privacy, confidentiality, EOP, abuse, child protection etc. meet Council standards.

9. Financial Implications

- 9.1 The current cost of this service is £353,500 p.a.
- 9.2 The cost of this provision is met from the Children and Families Budget (fully funded from the Child and Adolescent Mental Health Grant) and the budget holder confirms there is sufficient provision within the budget for this.
- 9.3 See Finance comments at section 4

10. Legal Implications

- 10.1 See Legal comment at section 5

11. Equalities Implications

- 11.1 Bids were evaluated by Equality & Diversity Officers to ensure that that organisations' equalities policies and procedures met Council standards
- 11.2 The contract requires that the service is provided in a manner which recognises and implements equality of opportunity and access, moreover equality issues are discussed in monitoring meetings and are included in quarterly returns, so that services can be targeted appropriately by positive action. The service is aimed at vulnerable young people who may require intervention and a range of support services.

12. Consultation

- 12.1 The Service Manager has agreed the tender process and the current provider has been advised about the requirement for periodic competitive processes to ensure that services commissioned continue to meet identified customer need and best value for the Council.

13. Background

- 13.1 The service is currently provided by Tavistock and Portman NHS Trust, and will expire in March 2008.
- 13.2 The objectives of the service are to provide a range of services for looked after children including inter alia:

- Clinical services for 0 -16 year olds eg support to foster carers, parent and family therapy, psychiatric consultation and assessments, reports and surgeries for on the spot consultation at council offices
- Network liaison service ~ co-ordination and facilitating inter-agency meetings between health, education and mental health
- Services to residential homes ~ clinical consultation with staff , and intervention for young people in various Haringey residential homes
- Leaving care Services for 16-24 year olds ~ short to medium term psychotherapy, case discussion/consultation group for leaving care staff, mental health worker and management

13.3 In order to ensure that service continued to meet current requirements and best value it was decided to employ an open tender process, where all interested organisations could bid for the contract.

13.3 On 22 May an advert was placed in the Guardian requesting expressions of interest, 11 were received by the Children's Contracts and Commissioning team and 3 were returned by tender closing date 8 October 2007

13.4 The bids were evaluated by specialist assessors from Equalities and Diversity, Finance and Health and Safety as well as a professional evaluation team from commissioning and an independent expert from the children's charity 'Young Minds', in compliance with Contract Standing Orders using the following criteria:

- Value for money (25%)
- Ability to deliver which included, set up and establishment of service, previous experience, performance monitoring, clinical delivery and equalities (75%)

Other assessment criteria was on a pass or fail basis

- Quality assurance policy
- Equalities policy
- Staff recruitment and training policy and procedures
- Health and Safety policy

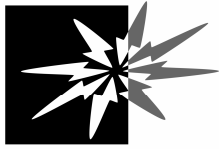
13.5 The maximum score available was 1000 and only organisations that scored 50% or more passed the evaluation: (full names of the organisations are included in part B)

Organisation	Score
A	400
B	250
C	625

- 13.5 The proposed provider was the only organisation to pass the tender criteria and were invited to interview in order to demonstrate their ability to provide the service focussing on the approach and methodology to be employed.
- 13.6 The price submitted for this contract is contained in part b of this report.

14. Conclusion

- 14.1 That Members agree to award the contract for a Mental Health Assessment and Treatment service for looked after children in accordance with CSO 11.01 on the basis of the most economically advantageous tender
- 14.2 And that the contract is awarded to the organisation named in the exempt appendix for a period of 3 years as allowed under CSO 11.03 with the option to extend for a further period of 2 years.



Haringey Council

Report for Information

Tetherdown Primary Expansion Phase 2a

Procurement Committee

On: 29th January 2008

Report Title: Tetherdown Primary Expansion Phase 2a, Delegated Signing	
Forward Plan reference number (if applicable): N/A	
Report of: Sharon Shoesmith, Director of The Children and Young People's Service	
Wards(s) affected: Muswell Hill and Fortis Green	Report for: Information
<p>1. Purpose</p> <p>1.1 This report provides information on the delegated signing for Phase 2a Tetherdown Primary School Expansion.</p> <p>1.2 The Director of Children and Young People's Service (C&YPS) in consultation with the Cabinet Member for Children and Young People awarded the contract for Phase 2a Tetherdown Primary School on the basis that it does not exceed the maximum construction value, as defined in Appendix A Exempt Information presented to Procurement Committee on the 27th November 2007.</p>	
<p>Contact Officers:</p> <p>Ian Bailey - Deputy Director, CYPS – Business Support and Development Claire Barnes - Project Manager, CYPS Tel: 020 8489 1962</p>	

2. Executive Summary

- 2.1 The procurement report for Tetherdown Phase 2 Expansion was presented to the Procurement Committee on Tuesday 27th November 2007. The report sought delegated authority to the Director of C&YPS in consultation with the Cabinet Member of C&YPS to award the contract providing the overall price is within the cost plan set out within Appendix A Exempt Information.
- 2.2 Delegated authority was granted on Tuesday 27th November 2007.

- 2.3 Works must commence at the start of January 2008 in order to be completed for reception admissions in September 2008.
- 2.4 The scope of work has been defined into two packages (1) Phase 2a and (2) Phase 2b. These packages are being tendered separately by the selected contractor.
- 2.5 The tender for Phase 2a was returned and fully evaluated in December 2007. The value of the contact award falls within the budget assigned for Phase 2a.
- 2.6 The tender for Phase 2b is expected to be returned and fully evaluated by the 15th February 2008. The value of this award is expected to fall within the funding approved by Procurement Committee. The delegated signing meeting for Phase 2b will take place on Tuesday 19th February 2008.
- 2.7 The main contractor for the project has been selected under a call-off arrangement from the Council's framework for major works of value between £1m and £2.499m. This contractor is in the process of collating detailed prices for the works identified in Phase 2b, including those parts to be carried out by sub-contractors.
- 2.8 The delegated signing took place for Phase 2a on Tuesday 8th January 2008.

Appendix

- A - Record of Decision Taken Under Delegated Authority
- B - Delegated Action Signing (Agenda)
- C - Memorandum, Phase 2a Award of contract

RECORD OF DECISION TAKEN UNDER DELEGATED AUTHORITY

All requests for action to be taken in accordance with established urgency procedures or delegated authority must be accompanied by an appropriate report setting out all relevant considerations, in particular legal and financial considerations, and with a clear recommendation[s] for action, in order for an appropriate decision to be taken in accordance with the provisions of current legislation.

Log No.

Ward(s) affected

Title of Report Tetherdown Primary Expansion Phase 2

Reason for urgency or relevant paragraph for authority under scheme of delegation

Head of Local Democracy and Member Services to report that the Procurement Committee at their meeting on 27 November 2007 (vide Minute PROC. 36) resolved as follows -

'That authority to award the contract for the Phase 2 Expansion of Tetherdown Primary School be delegated to the Director of the Children and Young People's Service in consultation with the Cabinet Member for Children and Young People within the boundary of the project budget.

The approval of the contract award be based on a robust cost plan not to exceed a maximum construction value as defined in Appendix A to the interleaved report.'

Decision of Chief Officer

I approve the recommendation as set out in the attached report.

Signature

J. M. Shoemaker

Date

8.01.08

Concurrence of Leader/Cabinet Member

I concur with the above decision.

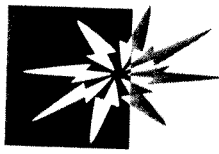
Signature

G. Smith

Date

8.1.08

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Haringey Council

DELEGATED SIGNING

Tetherdown Primary Expansion Phase 2

Agenda item:

[No.]**DELEGATED SIGNING**

On: 8 JANUARY 2008

Report Title: Tetherdown Primary Expansion Phase 2	
Forward Plan reference number (if applicable): N/A	
Report of: Sharon Shoemith, Director of The Children and Young People's Service	
Wards(s) affected:	Report for: Decision
<p>1. Purpose</p> <p>1.1 This report seeks the Director of Children and Young People's Service (C&YPS) in consultation with the Cabinet Member for Children and Young People to award the contract for Phase 2a Tetherdown Primary School on the basis that it does not exceed the maximum construction value, as defined in Appendix A Exempt Information presented to Procurement Committee on the 27th November 2007.</p>	
<p>2. Introduction by Cabinet Member</p> <p>2.1 I recommend the proposals in this report. It is essential that works commence at the start of January 2008 in order to be completed for reception admissions in September 2008.</p>	
<p>3. Recommendations</p> <p>3.1 That the Director of C&YPS and Cabinet Member for C&YPS agree to award the contract subject to the Agreed Maximum Price for Phase 2a as allowed under Contract Standing Order (CSO) 11.03.</p> <p>3.2 To award approval based on receipt of tender and detailed evaluation of scope and cost.</p>	
Report Authorised by:	

Sharon Shoesmith
Director
The Children and Young People's Service

Contact Officers:

Ian Bailey - Deputy Director, CYPS – Business Support and Development

Claire Barnes - Project Manager, CYPS Tel: 020 8489 1962

4. Director of Finance Comments

4.1 The Director of Corporate Finance has been consulted in the preparation of this report. The current approved budget for this project is £5.8m. A review of spend to ensure that all essential and appropriate works had been incorporated into the cost plan, identified the need for additional funding of £775k, bringing the total revised project cost to £6,576k. The additional funding required has been identified from existing resources within the overall C&YP capital programme. (This does not take account of the recent 3 year capital allocation which is higher than expected). The cost of the phase 2 contract is included in the revised project total cost of £6,576k.

5. Head of Legal Services Comments

- 5.1 The framework agreement ("the Framework") to which this report relates has been tendered in the EU in accordance with the Public Contracts Regulations 2006.
- 5..2 Under the Council's Contract Standing Orders CSO 11.03, any contract (whether let under a Framework Agreement or otherwise) with an estimated value of over £250,000 must be awarded by Procurement Committee.
- 5..3 In accordance with CSO 11.04 as this is also an item published in the Council's forward plan the award of the contract must be in accordance with Part 5 Section C of the Councils Constitution and therefore the decision must be taken by the Executive lead member in consultation with the Director of Children and Young People's Service.
- 5.4 On 27th November 2007 the Cabinet Procurement Committee under CSO 11.03 delegated power to award the contract for the construction of Phase 2 Expansion, Tetherdown Primary School to the Director of Children & Young People's Service in consultation with the Cabinet member for Children & Young People to award, providing that the agreed price is within the maximum construction value set out within Appendix A (Exempt information).of the report to the Cabinet Procurement Committee on the 27th November 2007.

5.5 Children and Young People Services have split the Phase 2 works into 2 separate works which are Phase 2a and Phase 2b for the reasons stated in the report at paragraph 9.6.

5.6 This report is seeking approval by the Director of Children & Young People's Service in consultation with the Cabinet member for Children & Young people to award the contract for the construction of Phase 2a Expansion, Tetherdown Primary School in accordance with the recommendations of paragraph 3 of this report.

5.7 The Head of Legal Services notes the content of the report and as long as the agreed maximum price for Phase 2a and Phase 2b is within the agreed maximum price agreed by members at the Cabinet Procurement Committee on the 27th November 2007 as set out in Appendix A to that Committee, there is no legal reason preventing the recommendation in paragraph 3 of this report being approved.

6. Head of Procurement Comments

6.1 The Head of Procurement has previously commented on the procurement report tabled on 27th November, and does not have any further comment to make except to emphasise the need for stringent cost control throughout all stages of this project to ensure that the previously agreed AMP is not exceeded.

7. Local Government (Access to Information) Act 1985

7.1 List of background documents:

- ❖ Cost report prepared by the cost consultant.
- ❖ Framework Agreement for major Works, January 2006 (Project banding £1,000,000 - £2,499,999m)
- ❖ Appendix A – Exempt Information

7.2 This report contains exempt and non-exempt information. Exempt information is under the following category (identified in amended Schedule 12A of the Local Government Act 1972). S.(3) Information relating to financial or business affairs of any particular person (including the authority holding that information). Exempt information is, however, held in an Appendix to this report (Appendix A).

8. Executive Summary

8.1 The procurement report for Tetherdown Phase 2 Expansion was presented to the Procurement Committee on Tuesday 27th November 2007. The report sought delegated authority to the Director of C&YPS in consultation with the

Cabinet Member of C&YPS to award the contract providing the overall price is within the cost plan set out within Appendix A Exempt Information.

- 8.2 Delegated authority was granted on Tuesday 27th November 2007.
- 8.3 Works must commence at the start of January 2008 in order to be completed for reception admissions in September 2008. This report seeks approval by the Director of the Children and Young People's Service, in consultation with the Cabinet Member for Children and Young People, to award the contract for Phase 2a Tetherdown Primary School Expansion providing the overall price is within the cost plan set out in this report.
- 8.4 The scope of work is defined in two packages (1) Phase 2a and (2) Phase 2b. These packages are being tendered separately by the selected contractor during November and December 2007.
- 8.5 The tender for Phase 2a is expected to be returned and fully evaluated by the 7th December 2007.
- 8.6 The tender for Phase 2b is expected to be returned and fully evaluated by the end of January 2008.
- 8.7 The main contractor for the project has been selected under a call-off arrangement from the Council's framework for major works of value between £1m and £2.499m. This contractor is in the process of collating detailed prices for the works, including those parts to be carried out by sub-contractors.

9. Background

- 9.1 The report presented to Procurement Committee on the 27th November 2007 sought authority to proceed with Phase 2. The work will incorporate the remodelling of the existing Tetherdown School. The accommodation comprises of a three-storey Victorian classroom block and a later single storey timber cabin two-class reception annex. The original classrooms and facilities are very cramped, are well below current standards and due to age and limited investment opportunities are in need of extensive external and internal repairs
- 9.2 To enable completion of phase 2, the school will decant into Phase 1 accommodation during Monday 17th and Friday 21st December 2007.
- 9.3 Phase 2 is intended to commence on site from the 2nd January 2008, offering completion for September 2008. Achieving this timescale is critical to meeting reception admission requirements for September 2008.
- 9.4 Phase 2 incorporates a complete redevelopment of the existing building:

- ❖ All internal walls will be demolished and realigned including enhancements to thermal insulation, new lighting, power and heating. It will offer an extension to 2 ground floor reception classrooms and a 2nd floor extension. Due to age and deterioration, the roof covering will be replaced as well as all sash windows. The project will attend to the removal of asbestos and previous treatment of dry rot.
 - ❖ The single storey timber cabin classrooms will be removed. This will incorporate the formation of a new retaining wall, landscaping of associated area and resurfacing of the existing key stage 2 play ground.
 - ❖ The external elevations of the existing building will be repaired and cleaned.
- 9.5 The design for phase 2 has been developed in parallel to Phase 1.
- 9.6 In order to achieve the critical milestone of September 2008, phase 2 has been divided into 2 elements:
- ❖ Phase 2a incorporates the replacement of the roof, windows repair/replacement, internal strip out and enabling works and a 2nd floor extension. This phase is currently being tendered by the framework contractor and will be commissioned in December 2007, enabling commencement from the 2nd January 2008.
 - ❖ Phase 2b incorporates all remaining internal redevelopment works, asbestos removal, thermal insulation within the walls and roof, mechanical and electrical services, removal of timber buildings and all external landscaping. This phase will be tendered during December 2007 and January 2008 with a programmed commencement of construction in early February 2008.
- 9.7 The project has been developed in accordance with the Department for Children Schools and Families (DCSF) Building Bulletin BB99 "Briefing Framework for Primary School Projects" and follows extensive consultation with key stakeholders including school staff and governors. A number of consultation events were previously held at the school, inviting parents, local residents and other interested parties to view and comment on the project proposal
- 10. Budget**
- 10.1 Initial provision was made for the Tetherdown Expansion project of £5.8m through DSCF Formulaic allocation to the Council for New Pupil Places 2005-2008.
- 10.2 The construction budget previously apportioned to Phase 2 stood at £980k. The value reported to the Agenda Clearing Committee on the 25th October 2007 reported an estimated construction value of £1.080m. The updated cost plan

issued within this report offers a revised construction value of £1.272.568m. An explanation for the differential is in Appendix A.

- 10.3 A review has been undertaken to ensure all essential and appropriate works had been considered and incorporated into the design and cost plan. This included a condition survey of the roof and a specialist condition survey of roof beams, dry rot and windows and asbestos. Additional surveys were conducted during October half term (22nd-26th October 2007). Reports have been received and findings as appropriate have been incorporated into the design.
- 10.4 The allocation has been revised and reported to members within the budget monitoring report. A separate report has been passed to Corporate Finance demonstrating how this could be met from existing resources. This does not take account of the recent 3 year capital allocation which has exceeded expectations.

Ongoing revenue costs will be contained within the school budget. Case studies suggest that the use of controlled lighting is likely to produce a revenue saving of 30%. A combination of longer lamp life and reduced operating hours should double the interval between lamp replacement and halve the maintenance burden of proper disposal of fluorescent tubes. The predicted annual heating usage is estimated to produce a 37% saving on revenue.

11. Strategic Implications

- 11.1 The expansion of Tetherdown Primary School forms an integral part of C&YPS's strategy of expanding schools to meet pupil place needs where they are greatest.

12. Financial Implications

- 12.1 The allocation noted in 10.4 covers the period 2007-8, 2008-9 and 2009-10.

13. Health and Safety Implications

- 13.1 The selected contractor has been assessed as competent under The Construction Health and Safety Assessment Scheme (CHAS), which is an industry-wide body. They also comply with the requirements of the Council's Health and Safety Policy.
- 13.2 As part of this contract and in conjunction with the Head teacher, the contractor will organise a presentation of the school from their Health and Safety advisor. There will also be regular supervised on-site visits for pupils, staff and Governors focusing on areas relating to the National Curriculum.
- 13.3 As required by the Construction, Design and Management (CDM) Regulations 2007, the Principal Contractor's Construction Phase Health and Safety Plan will

be checked and approved by the client and the CDM Co-ordinator prior to the commencement of work on site and assistance will be given to the school to modify its own Health and Safety Plan should it be necessary on completion of the expansion project.

- 13.4 A rigid security fence will be erected around the site compound to protect ongoing school activities from the construction site..

14. Consultation

- 14.1 Extensive consultation has been carried out with the end users in arriving at the agreed layout. Prior to the approval by Members for Phase 1, an open evening was held to invite comments and debate. C&YPS, Governors, Head Teacher and school staff have all had input in agreeing the design for Phase 1 and 2. Information and feedback from the consultation event and ongoing monthly Expansion Group Meetings have been incorporated into the final layout and design.

15. Description of Procurement Process and Selection of Contractor

- 15.1 Phase 2 contractor has been selected under a call off arrangement from the list of contractors for major works within the band £1,000,000 to £2,499,999.

16. Contract and Performance Management

- 16.1 Contract and performance management will be overseen by C&YPS working closely with the Construction Procurement Group.

17. Key benefits and Risks

- 17.1 Tetherdown is a popular and successful primary school that is heavily oversubscribed. The Council has previously agreed to expand this school to allow more local children to attend.

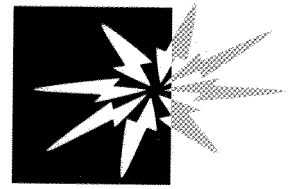
- 17.2 Completion by September 2008 is dependant on:

- ❖ Submission of tenders and detailed evaluation is carried out as programmed. Close monitoring of the programme and sufficient resources will support this activity.
- ❖ The tender return for Phase 2a and 2b are within the budget approved within C&YPS and cost plan provided. The cost plan provided by Potter Raper Partners is based on competitive market rates for such activities and has been measured against the design drawings issued by Bennett Sef.
- ❖ Issue of a letter of acceptance for each phase, followed by formal contract. This has been agreed with the Council's Legal Department.

- ❖ Construction commences in January 2008. The selected contractor considers they are able to support delivery.
- ❖ If completion for September 2008 cannot be achieved due to inclement weather or general unforeseen delays, a contingency plan will be implemented to ensure the school is able to accommodate reception admissions in 2008. Options are currently being reviewed between the Council, Head Teacher and Governors to support this admission.

18. Summary and Conclusion

- 18.1 This report seeks approval by the Director of C&YPS in consultation with the Cabinet Member of C&YPS to award a contract for Phase 2a.
- 18.2 A delegated signing meeting will be arranged in January 2008 following receipt of Phase 2b tender and evaluation.



MEMO

To: Sharon Shoesmith, Director of the Children & Young People's Services

From: Steve Barns, Interim head of Property & Contracts

Date: 7th January 2008

Re: Contract Award under Contract Standing Order (CSO) 13.03

Project: Phase 2a Tetherdown Primary School Expansion, Remodelling of the existing school

Purpose

I write to request your approval to award the contract for the above project as allowed under CSO11.3.

Background

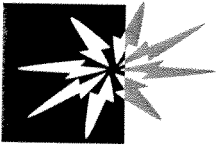
The Tetherdown Primary School Expansion Project is divided into 2 main phases:

- Phase 1 : Demolition of the existing hall and kitchen and construction of a new hall and teaching block
- Phase 2a : Remodelling of the existing school: replacement roof, repair and replacement of windows, 2nd floor extension, internal demolition, brick work repairs and external clean.
- Phase 2b: Remodelling of the existing school: all internal remodelling, new mechanical and electrical services and removal of timber annex.

Practical completion was achieved for Phased 1 on Monday 7th January 2008.

Phase 2 was presented to Procurement Committee on the 27th November 2007. The Committee awarded delegated authority to the Director of Children and Young People's Service (C&YPS) in consultation with the Cabinet Member for Children and Young People to award the contract for Phase 2 Tetherdown Primary School on the basis that it did not exceed the maximum construction value, as defined in Appendix A Exempt Information.

The contractor for Phase 2 was selected from the Council's Framework Agreement under a call-off arrangement. Due to constraints on the programme and the need to complete by September 2008, Phase 2 was divided into two elements and has been costed accordingly.



Haringey Council

Agenda item:

Procurement Committee

On 29th January 2008

Report Title: Provision of Security Guarding Services – Award of Framework Agreement

Forward Plan reference number (if applicable):

Report of: **Michael Wood**

Wards(s) affected: All

Report for: Non Key Decision

1. Purpose

1.1 This report seeks Member approval for the award of the provision of the Security Guarding Services framework to the suppliers as detailed in Appendix A to this report.

2. Recommendations

2.1 That Members agree to award the Security Guarding Services Framework Agreement to the preferred suppliers, as detailed in Appendix A to this report.

Report Authorised by: **Julie Parker: Signature:**

J. Parker 21/1/08

Contact Officer: **Janet Siman Principal Procurement Officer**

3. Comments for the Chief Financial Officer

The Chief Financial Officer has been consulted over the contents of this report and notes that it offers increased value for money to the authority both in terms of reduced hourly rates but also in the more consistent service standards which are likely to flow from this new consolidated agreement.

4. Head of Legal Services Comments

5.1 Regulation 19 of the Public Contracts Regulations 2006 allows contracting authorities to enter into framework agreements with economic operators.

5.2 The Corporate Procurement Unit ("CPU") has conducted a tendering exercise under EU procurement rules using the restricted procedure for the establishment of a framework agreement for security guarding services.

- 5.3 CPU wishes to establish framework agreements with three economic operators.
- 5.4 The Cabinet Procurement Committee has power under Contract Standing Order 11.03 to approve the award of the framework agreements.
- 5.5 The Head of Legal Services confirms that there are no legal reasons preventing Members from approving the recommendation at paragraph 3.1 of the report.

5. Head of Procurement Comments:

- 5.1 This procurement process has been carried out by the corporate procurement unit in line with the Procurement code of Practise.
- 5.2 This recommendation represent value for money to the Council, as it is aggregating the demand for manned security across the Council to achieve efficiencies.
- 5.3 The risk of challenge to the council is minimised through the carrying out of this procurement process.
- 5.4 Contract monitoring is programmed in quarterly to ensure contract compliance.

6. Local Government (Access to Information) Act 1985

- 6.1 This report contains exempt and non-exempt information. Exempt information is contained in Appendix A and is not for publication.
- 6.2 The exempt information is under the following category (identified in the amended Schedule 12A of the Local Government Act 1972: (3) information relating to the financial or business affairs of any particular person (including the authority holding that information).

7. Strategic Implications

- 7.1 The Provision of Security Guarding Services to the Council is a key provision in the delivering of protection to Council Employees and Haringey Borough Residents. It is vital in today's volatile society to have an efficient and effective operation of Security Guarding around the Council.
- 7.2 There are currently Security Guards operating within the Council where TUPE would apply. These guards are employed by Security Guarding companies where a transfer of employment will be negotiated between the winning contractor(s).
- 7.3 The Framework does not include the Security Guarding operations that are carried out for Haringey Council Facilities Management by Haringey Parks Constabulary. The Framework allows for sufficient flexibility to add Security Operations should they arise at a later date.

8. Financial Implications

8.1 The estimated value of this contract is 280K p.a. based on current levels of demand and providing a saving of £25k over existing contract prices.

9. Legal Implications

10.1 See Head of Legal Services Comments at para. 5 above.

10. Equalities Implications

10.1 In regard to procurement, the Council is committed to opening up its supply chain so that all who may wish to tender for contracts have the opportunity to do so. It is also a policy commitment to ensure that organisations contracted to provide services, works or goods have due regard to diversity issues in their policies and practices.

10.2 To enable these commitments to be carried out, the Council has systems and procedures that officers use to ensure that equalities considerations are taken into account at every stage in contracting, from tendering to award and evaluation of contracts.

10.3 Regarding opportunity to tender, the invitation to tender was widely publicised, providing opportunity for all Security providers who wished to tender to do so.

10.4 The equalities policy of the Council in regard to procurement was satisfied in full.

11. Consultation

11.1 Consultation has been undertaken with internal customers and in particular with Customer Services, Tottenham Green Leisure Centre, Libraries and Ashley Road Depot. No external consultation has been undertaken as part of this tendering process.

12. Background

12.1 Individual service departments have previously awarded contracts for Security Guarding Services and therefore there are 2 main contractors plus a number of smaller contracts in existence. To ensure Value for Money these services have now been aggregated.

12.2 A Framework Agreement will be put in place with 3 suppliers on the Framework which will run for a period of 4 years and is anticipated to commence beginning of March 2008. The Framework is to be open for other Public Sector Bodies (PSB's) to access. The Framework has been set up with flexibility to be used by other PSB's with pricing on Security Activities as opposed to specific designated sites of Haringey Council.

12.3 At the start of the process a "Meet the Buyers" day was held 19th January 2007 at which a number of suppliers attended a presentation of the process the Council was going to carry out regarding the tendering process.

12.4 The tendering exercise was used as a pilot for the SAP Contract Management System. The stakeholders involved with this process has been the Customer Services, Libraries and Leisure Centres. Adverts for Expressions of Interest were placed in Contrax Weekly, Tracker, Go (Bip solutions), and on Haringey's Website.

12.5 A restricted tender process has been undertaken, with 55 initial expressions of interest being given via Pre-Qualification Questionnaires. 27 PQQ's were completed and submitted and all were evaluated. 10 companies were shortlisted and invited to tender with a closing date of 5th November 2007. Five companies submitted tenders.

12.6 A full evaluation exercise has been undertaken against the following criteria.

Framework Agreements will be awarded to the providers who are considered to offer value for money, having regard to price, quality and best value – sometimes referred to as “most economically advantageous tender” (MEAT) – and to be best able to meet the Council's specification.

Each selection criterion will be awarded a mark out of 5 points based on the following scale:

x1	x2	X 3	X 4	X 5
Below Expectations	Approaching Expectations	Meets most Expectations	Meets all Expectations	Exceeds most Expectations

Scores were then weighted according to the table below.

Selection Criteria	Weight
1. Ability to ensure continuity in service provision including cover for civil emergencies.	15
2. Recruitment, vetting and training procedures	15
3. Non Performance Measures	15
4. Working Arrangements	10
5. Added Value	5
6. Price	40

13.7 The evaluation process involved the paper evaluation of all the companies submissions and a presentation and Q& A session to allow them to present their bid and to allow the Council to ask any clarification questions.

13.8 The final scores coming out of this process are shown below:

PAPER EVALUATIONS:

COMPANY	SCORE
Company A	260
Company B	245
Company C	230
Company D	220
Company E	175

PRICE EVALUATIONS

COMPANY	SCORE
Company A	160
Company B	160
Company C	160
Company D	160
Company E	120

- 13.9 The total scores of the Paper and Price evaluations were:
 Company A: 420, Company B: 405, Company C:390, Company D: 380, Company E: 295.

13. Conclusion

13.1 As detailed in Appendix A section A1.5 to this report it is recommended that Members approve the award of this Framework Agreement to the preferred suppliers.

14. Use of Appendices / Tables / Photographs

14.1 Appendix A of this report contains exempt information.

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