

**MINUTES OF THE EXECUTIVE PROCUREMENT COMMITTEE  
TUESDAY, 6 DECEMBER 2005**

Councillors \*Milner (Chair), Adje, \*Diakides, Hillman and Milner

\* Members present

MINUTE NO.	SUBJECT/DECISION	ACTION BY
<b>PROC45.</b>	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>An apology for absence was submitted by Councillor Adje. An apology for lateness was submitted on behalf of the Chair. In the absence of Councillor Milner, Councillor Hillman took the Chair.</p>	
<b>PROC46.</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>Councillor Hillman in respect of items 9 and 19 – Pembury House Children’s Centre (see Minute PC51 below).</p>	
<b>PROC47.</b>	<p><b>MINUTES</b></p> <p><b>RESOLVED:</b></p> <p><i>That the minutes of the meeting held on 25 October 2005 be approved and signed.</i></p>	
<b>PROC48.</b>	<p><b>NEUTRAL VENDOR SOLUTION FOR THE PROVISION OF TEMPORARY AND PERMANENT WORKERS</b></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 terms proposed or to be proposed to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods and services.</p> <p>In response to a question, it was confirmed that the contract would include penalty and break clauses in relation to performance issues.</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. That, in accordance with Contract Standing Order 14 and subject to a satisfactory due diligence period, approval be granted to the award of the contract for the provision of temporary and permanent workers to Hays plc on the terms and conditions set out in the Appendix to the interleaved report.</li> <li>2. That the contract be awarded for a period of 5 years with an option to extend for two further periods of 1 year</li> </ol>	

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	each on the basis detailed in the interleaved report.	
<b>PROC49.</b>	<b>COMMUNITY CARE STRATEGY - THE RED HOUSE</b>  At this juncture Councillor Milner arrived and took the Chair.  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 terms proposed or to be proposed to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods and services.  <b>RESOLVED:</b>  That approval be granted to the award of the contract for the refurbishment of the Red House Residential Home to Makers UK Ltd in the total sum including fees and salaries of £1,107, 539 with a contract period of 28 weeks.	
<b>PROC50.</b>	<b>DOOR ENTRY AND CONCIERGE SYSTEMS - CONTRACT EXTENSIONS</b> <b>DOOR ENTRY AND CONCIERGE SYSTEMS – CONTRACT EXTENSIONS</b> (Report of the Director of Housing – Agenda Item 8):  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 terms proposed or to be proposed to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods and services.  We noted that a full tendering process would be completed before the end of the proposed extension period for the current contracts and that consequently no further extensions would be sought for these contracts.  <b>RESOLVED:</b>  1. That, in accordance with Contract Standing Order 13.2, approval be granted to the extension of the contracts for Door Entry and Concierge systems with Eversafe Security Ltd. and Cartel Security in the sums of £175,000 and £91,000 respectively.  2. That the contracts be extended for a period of seven months from 1 <sup>st</sup> December 2005 to 30 June 2006.  3. That the total estimated costs including fees of £293,664 be noted.	

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<b>PROC51.</b>	<b>PEMBURY HOUSE CHILDREN'S CENTRE</b>  <b>PEMBURY HOUSE CHILDREN'S CENTRE</b> (Report of the Director of the Children's Centre – Agenda Item 9): Councillor Hillman declared an interest in this item by virtue of being a Tottenham Hale Ward Councillor.  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 terms proposed or to be proposed to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods and services.  Further to paragraph 6.2 of the interleaved report, we noted that confirmation had been received from the Sure Start Funding Unit that the additional funding of £100,000 to which reference was made had now been approved.  <b>RESOLVED:</b>  <ol style="list-style-type: none"><li>1. That, in accordance with Contract Standing Order 11 and subject to funding confirmation from the Sure Start Unit for Children's Centre Capital for the additional funding of £100,000, approval be granted to works to Collins (Contractors) Ltd in the sum of £371,072.47.</li><li>2. That the total project costs including fees and salaries of £509,514.47 be noted.</li></ol>	
<b>PROC52.</b>	<b>LANDSCAPE ARCHITECT CONSULTANCY SERVICES - AWARD OF CONTRACT</b> <b>LANDSCAPE ARCHITECT CONSULTANCY SERVICES – AWARD OF CONTRACT</b> (Report of the Director of Finance – Agenda Item 10):  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 terms proposed or to be proposed to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods and services.  Arising from consideration of Section 10 of the report – Sustainability Implications – we were advised that issues such as the use of recyclable and sustainable materials were considered as key and that would be reflected in the contract.  Clarification was sought of whether consideration had been given to the requirements of Section 20 of the Landlord and Tenant Act 1985 in relation to the need to give leaseholders notice of any charges falling to be met by them arising from contracts awarded using the framework	

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	<p>arrangement. Officers indicated that this matter would be given due consideration before any contracts were awarded or work carried out.</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"><li>1. That, in accordance with Contract Standing Order 11, approval be granted to the award of the framework contract for landscape architect consultancy services to the following companies on the terms and conditions outlined in the interleaved report -<ul style="list-style-type: none"><li>• Wynne Williams</li><li>• Chris Blandford Associates</li><li>• Farrer Huxley Associates</li></ul></li><li>2. That the contract be awarded for a period of 3 years with an option to extend for one further period of one year subject to satisfactory performance of the companies listed in 11 above.</li></ol>	
<p><b>PROC53.</b></p>	<p><b>URBAN REGENERATION CONSULTANCY SERVICES - AWARD OF CONTRACT</b> <b>URBAN REGENERATION CONSULTANCY SERVICES – AWARD OF CONTRACT</b> (Report of the Director of Finance – 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 terms proposed or to be proposed to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods and services.</p> <p>Arising from consideration of Section 10 of the report – Sustainability Implications – we were advised that issues such as the use of recyclable and sustainable materials were considered as key and that would be reflected in the contract.</p> <p>Clarification was sought of whether consideration had been given to the requirements of Section 20 of the Landlord and Tenant Act 1985 in relation to the need to give leaseholders notice of any charges falling to be met by them arising from contracts awarded using the framework arrangement. Officers indicated that this matter would be given due consideration before any contracts were awarded or work carried out.</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"><li>1. That approval be granted to the award of the framework contract for the provision of Urban Regeneration services to the following companies for a period of 3 years with an option to extend for a further period of one year -  Dunlop Haywards Sprunt Limited</li></ol>	

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	<p>Penoyre and Prasad Pedder and Scampton Architects Ltd Curl la Tourelle Capita Symonds, Dearle and Henderson, AYH plc.</p> <p>2. That, subject to the satisfactory performance of the companies listed in 1. above approval be granted to the use of framework consultants as a first priority, eliminating the need to go out to tender.</p>	
<p><b>PROC54.</b></p>	<p><b>DISABILITY DISCRIMINATION ACT - ALTERATIONS TO BUILDINGS PHASE 3</b> <b>DISABILITY DISCRIMINATION ACT – ALTERATIONS TO BUILDINGS PHASE 3</b> (Report of the Director of Finance – Agenda Item 12):</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 terms proposed or to be proposed to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods and services.</p> <p><b>RESOLVED:</b></p> <p>That, in accordance with Contract Standing Order 11, approval be granted to the award of the contract for Haringey Disability Discrimination Act Phase 3 to Linbrook Services Ltd. to the value of £330,346.50.</p>	
<p><b>PROC55.</b></p>	<p><b>PROVISION OF INTERNAL AUDIT SERVICES - NOVATION OF CONTRACT</b> <b>PROVISION OF INTERNAL AUDIT SERVICES – NOVATION OF CONTRACT</b> (Report of the Director of Finance – Agenda Item 13):</p> <p>Arising from our consideration of paragraph 7.3 of the report in relation to the extension of the current contract we asked to be supplied with confirmation that the exercise of the right to extend fell within the authority delegated by the Director of Finance and did not require a decision by our Sub-Committee.</p> <p><b>RESOLVED:</b></p> <p>1. That, in accordance with Contract Standing Order 14, approval be granted to the novation of the contract for the provision of internal audit services from Deloitte and Touche LLP to Deloitte and Touche Public Sector Internal Audit Services Ltd.</p> <p>2. That it be noted that the approximate contract sum for 2006/07</p>	

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	would be approximately £350,000 subject to minor variations which might occur depending on any revisions agreed to the total amount of work completed.	
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RICHARD MILNER  
Chair