

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE  
TUESDAY, 15 SEPTEMBER 2009**

Councillors \*Bob Harris (Chair), \*Bevan, Kober and Reith

\*Present

MINUTE NO.	SUBJECT/DECISION	ACTION BY
PROC25.	<p><b>APOLOGIES FOR ABSENCE</b> (Agenda Item 1)</p> <p>Apologies for absence were submitted on behalf of Councillors Kober and Reith.</p>	
PROC26.	<p><b>MINUTES</b> (Agenda Item 4)</p> <p><b>RESOLVED:</b></p> <p>That the minutes of the meetings held on 28 July, 2009 be approved and signed.</p>	HLDMS
PROC27.	<p><b>NOVATION OF CONTRACT WITH A.E. BURGESS TRADING AS CAVENDISH CARS FOR THE PROVISION OF PASSENGER TRANSPORT SERVICE</b> (Report of the Director of the Children and Young People's Service - Agenda Item 6)</p> <p>We noted that Cavendish Cars had been trading since 1970 as a sole trader, A E Burgess, which was re-organising itself into a new company to be called Lyncade Ltd although it would still trade as Cavendish Cars. The changeover from one legal entity to another involved a transfer of the contract from one company to another which required a novation of contract to transfer the legal obligations under the current contract to the new company.</p> <p><b>RESOLVED:</b></p> <p>That, in accordance with Contract Standing Orders 14.01 and 11.03, approval be approval be granted to a novation of contract to transfer the legal obligations from A.E.Burgess trading as Cavendish Cars to Lyncade Ltd trading as Cavendish Cars.</p>	DCYPS
PROC28.	<p><b>CALL OFF CONTRACTS UNDER FRAMEWORK AGREEMENTS FOR THE FOOD SUPPLIES OF GROCERY &amp; PROVISIONS AND FROZEN FOODS &amp; FROZEN MEATS FOR THE COUNCIL'S CATERING SERVICE</b> (Report of the Director of the Children and Young People's Service - Agenda Item 7)</p> <p>We noted that the Eastern Shire Purchasing Organisation (ESPO) had tendered to establish Framework Agreements for Grocery and Consumables and Frozen Foods materials on behalf of the Council. The tender obtained represented value for money for the Council in terms of cost, quality and environmental sustainability.</p>	

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	<p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. That, in accordance with Contract Standing Order 6.09, approval be granted to utilise the Framework Agreement of the public body Eastern Shire Purchasing Organisation (ESPO).</li> <li>2. That, in accordance with Contract Standing Order 6.10, approval be granted to the award of call off contracts to enable the Council wide purchasing of food raw materials from the following Framework Agreements – <ul style="list-style-type: none"> <li>• Framework Agreement for Grocery and Provisions</li> <li>• Framework Agreement for Frozen Foods and Frozen Meat</li> </ul> </li> <li>3. That, in accordance with Contract Standing Order 11.03, approval be granted to the award of call off contracts to JJ Foodservice Ltd. for a period of 34 months from 1 November 2009 to 31 August 2012 with the option to extend for one further period of up to 12 months.</li> </ol>	<p>DCYPS</p> <p>DCYPS</p> <p>DCYPS</p>
<p><b>PROC29.</b></p>	<p><b>UPDATE ON THE PROCUREMENT OF THE WASTE MANAGEMENT CONTRACT</b> (Report of the Director of Urban Environment - Agenda Item 8)</p> <p>We noted that the report was for information only and was designed to keep us informed of the procurement process underway and progress to date on the procurement, through an OJEU Competitive Dialogue Procedure of a new contract for the Collection of Waste and Recycling, Street Cleansing and other Environmental Services.</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. That the procurement procedure currently underway and the progress made to date as outlined in the interleaved report be noted.</li> <li>2. That it be noted that this was the first of a number of reports to be presented to our Committee scheduled at key stages of the procurement to keep us informed.</li> <li>3. That it be noted that the procurement would eventually lead to approval being sought to a key decision to award the contract for an Integrated Waste Management Contract with a total value per annum of up to £20 million for a 14 year term with a possible extension for a further period of up to 7 years.</li> </ol>	
<p><b>PROC30.</b></p>	<p><b>APPROVAL OF FRAMEWORK AGREEMENTS FOR SUPPLY OF IT HARDWARE</b> (Report of the Director of Corporate Resources - Agenda Item 9)</p> <p>The Appendix to 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</p>	

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	<p>person.</p> <p>We noted that the recent introduction of Category Management across the Council, that facilitated a single view of consolidated spend through reporting, had identified a level of aggregate spend on IT hardware via framework agreements set up by other public bodies which required that the arrangements be regularised under the Council's Contract Standing Orders. Our approval was sought to the continuation of the procurement approach of using Framework Agreements set up by other public bodies for procuring the Council's IT Hardware requirements until circa mid 2010. It was also proposed to continue using the Buying Solutions framework and to start using the Eastern Shires Procurement Organisation's (ESPO) framework for this purpose over this period.</p> <p><b>RESOLVED:</b></p> <p>That, in accordance with Contract Standing Order 6.09(b), approval be granted to a general procurement approach for purchasing IT hardware up to mid 2010 of the Head of Information Technology, on behalf of the Council including schools, using framework agreements set up by Buying Solutions and the Eastern Shires Procurement Organisation (ESPO) where this provided overall best value for money.</p>	DCR
<b>PROC31.</b>	<p><b>CONTRACT FOR CASH/CHEQUE COLLECTION FROM COUNCIL BUILDINGS AND PARKING FACILITIES</b> (Report of the Director of Corporate Resources - Agenda Item 10)</p> <p>The Appendix to 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.</p> <p>We noted that the provision of the Cash/Cheque Collection and Deposit Service from Council Buildings including schools, car parks and controlled parking zone (CPZ) Meters was a Part A Priority Service which fell under EU Directives which had necessitated a competitive tendering process. Two valid tenders had been received and these had been evaluated in line with the criteria set out in the ITT documentation (which was based on 55% Quality and 45% Price).</p> <p>Clarification was sought of the reason for the big score disparity between the 2 contractors and we were advised that with regard to price this related to the availability of a van for additional rounds. A more detailed schedule of the scoring for the quality would be provided to Members of the Committee outside the meeting.</p> <p><b>RESOLVED:</b></p> <p>That, in accordance with Contract Standing Order 11.03, approval be granted to the award of a three year contract for cash/cheque collection and deposit service from Haringey Buildings including</p>	DCR  DCR

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	<p>schools, car parks and controlled parking zone meters to Contract Security Services Ltd. on the terms and conditions stout in the Appendix to the interleaved report.</p>	
<p><b>PROC32.</b></p>	<p><b>2ND EXTENSION OF CONSULTANTS CONTRACT IN PLANNING, REGENERATION AND ECONOMY</b> (Report of the Director of Urban Environment - Agenda Item 11)</p> <p>The Appendix to 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.</p> <p>We noted that the Planning Regeneration and Economy Service was required to ensure that major schemes such as Tottenham Hale and Haringey Heartlands were successfully delivered within defined time frames and to standards which met the aspirations of the Council and the community. The need to bring in the necessary expertise to help train existing staff and help to deliver major projects was paramount and the extension of the contract was required to meet these demands.</p> <p>In response to a question it was confirmed that the training of frontline staff in the financial evaluation of large scale schemes was considered a priority and would form part of the consultant's brief.</p> <p><b>RESOLVED:</b></p> <p>That, in accordance with Contract Standing Order 13.02, approval be granted to the second extension of the contract to provide expertise in the financial evaluation of large scale schemes for the Planning, Regeneration and Employment Service to Terry Knibbs Consultancy Ltd. on the terms and conditions set out in the Appendix to the interleaved report.</p>	<p>DUE</p>
<p><b>PROC33.</b></p>	<p><b>APPOINTMENT OF NPS PROPERTY CONSULTANTS LTD. TO PROJECT MANAGE THE DETAILED DESIGN, PLANNING AND DELIVERY OF THE DEPOT DEVELOPMENT PROJECT AT 85 MARSH LANE, TOTTENHAM</b> (Report of the Director of Urban Environment - Agenda Item 12)</p> <p>The Appendix to 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.</p> <p>We noted that the consultant had been engaged in September 2008 to prepare a feasibility study on the project to develop a new strategic depot at 85 Marsh Lane. It was now proposed to appoint NPS to provide project management continuity during the detailed design phase and to build on the work carried out to deliver the feasibility study.</p>	

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	<p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. That, in accordance with Contract Standing Order 11.03, approval be granted to the appointment of NPS beyond their existing contract on the Marsh Lane project, (RIBA, stages A to C) to provide a full project management and design service (RIBA stages D to L) in order to facilitate the relocation and development of a new strategic depot for Frontline Services on the terms and conditions set out in the Appendix to the interleaved report.</li> <li>2. That it be noted that the contract would include an option to break at the end of each stage dependent upon funding, planning consent and further Committee approvals.</li> </ol>	DUE
PROC34.	<p><b>BUILDING SCHOOLS FOR THE FUTURE (BSF): AWARD OF CONTRACT FOR FORTISMERE SCHOOL</b> (Report of the Director of the Children and Young People's Service - Agenda Item 13)</p> <p>The Appendix to 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.</p> <p>We noted that the Fortismere School Building Schools for the Future (BSF) project had been the subject of a 2 stage tendering process with a contractor appointed to undertake pre-construction services. We also noted that the report addressed the process used to ensure value for money, identified the anticipated costs resulting from the procurement exercise and sought our approval to proceed to award the main design and build contract.</p> <p>We were informed that with the exception of a new music block Fortismere School was funding and managing ICT upgrades in all remaining areas of the school. With the exception of ICT, the works required under the project to existing areas were very limited and interfaces between the different aspects of the project could be clearly identified with accountability specified in the Development Agreement which the School had signed. It was recognised that the School would be able to procure the ICT works in existing (legacy) areas more efficiently than BSF and implement them with less disruption to the operation of the school compared to the Construction Partner.</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. That, in accordance with Contract Standing Order 11.03, approval be granted to the award of the design and build contract for Fortismere School to Balfour Beatty on the terms and conditions set out in the Appendix to the interleaved report with a programme to complete by 3 September 2010.</li> <li>2. The spending on the contract be authorised up to the sum detailed in Section 16.1.2 of the Appendix with reference to the build up of this sum in Section 16.1.1.</li> </ol>	<p>DCYPS</p> <p>DCYPS</p>

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	<p>3. That it be noted that the School was contributing to the project in terms of directly funding, managing and delivering the ICT infrastructure works in legacy areas and that this approach replaced the requirement for the School to make a funding contribution to the project, with any deficiency in this work requiring completion / rectification to be made at the School's expense.</p>	
<b>PROC35.</b>	<p><b>HORNSEY DECENT HOMES PROGRAMME - YEAR 2 - PHASE HO9</b></p> <p>Concern was expressed that the late submission of the report had meant that it could not be circulated with the agenda and would not have allowed Members of the Committee sufficient time to fully consider it.</p> <p><b>RESOLVED:</b></p> <p>That consideration of the report be deferred.</p>	DUE
<b>PROC36.</b>	<p><b>SOUTH TOTTENHAM DECENT HOMES PROGRAMME - YEAR 2 PHASE ST13</b> (Report of the Director of Urban Environment - Agenda Item 15)</p> <p>Concern was expressed that the late submission of the report had meant that it could not be circulated with the agenda and would not have allowed Members of the Committee sufficient time to fully consider it.</p> <p><b>RESOLVED:</b></p> <p>That consideration of the report be deferred.</p>	DUE

The meeting ended at 19.40 hours.

BOB HARRIS  
Chair