

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE  
TUESDAY, 6 JULY 2010**

**Actions arising from Cabinet Procurement Committee are monitored and progress reported by Corporate Procurement. Officers must therefore ensure that all actions assigned to them, are fully addressed and signed off with the Contracts Management Officer in the Corporate Procurement Unit.**

Councillors \*Goldberg (Chair), \*Bevan, Kober and Reith

\*Present

MINUTE NO.	SUBJECT/DECISION	ACTION BY
PROC05.	<p><b>APOLOGIES FOR ABSENCE</b> (Agenda Item 1)</p> <p>Apologies for absence were submitted by Councillors Kober and Reith.</p>	
PROC06.	<p><b>DECLARATIONS OF INTEREST</b> (Agenda Item 3)</p> <p>Councillor Bevan in respect of Items 10, 11 And 12 – Alexandra Primary School Re-Wire, Risley Primary School Re-Wire and Seven Sisters Primary School Re-Wire.</p>	HLDMS
PROC07.	<p><b>MINUTES</b> (Agenda Item 4)</p> <p><b>RESOLVED</b></p> <p>That the minutes of the meeting held on 27 April 2010 be approved and signed.</p>	HLDMS
PROC08.	<p><b>EXPANSION OF COLERIDGE PRIMARY SCHOOL - CORRECTION TO RECORD OF BUILDING CONTRACT AWARD</b> (Report of the Assistant Chief Executive – People and Organisational Development - Agenda Item 6)</p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"> <li>1. That approval be granted to the amendment of Minute PROC 89 (2009/10) so as to award the building contract for Phase 3 of the Coleridge Primary School Expansion project to Jerram Falkus Construction Ltd the contractor who had successfully bid for this work.</li> <li>2. That the wording of Minute PROC.89 (2009/10) be varied to read as follows -</li> </ol> <p>‘That in accordance with Contract Standing Order 11.03 approval be granted to the award of the contract for Phase 3 of the Coleridge Primary School Expansion to Jerram Falkus Construction Ltd. on the terms and conditions set out in the appendix to the interleaved report.’</p>	<p>HLDMS/ DCYPS</p> <p>HLDMS/ DCYPS</p>
PROC09.	<p><b>SUPPORTING PEOPLE CONTRACTS - UPDATE REPORT</b> (Report of</p>	

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	<p>the Director of Adult, Culture and Community Services - Agenda Item 7)</p> <p>We noted that following our decision on 31 March 2009 (vide PROC.108), to extend the Supporting People Bridging Contracts for a period of up to 2 years, officers had been endeavouring to ensure that the Council had in place expressed contracts for all these services and a planned and strategic approach to ensure that future contracts in the programme become staggered to allow for more effective, controlled, contract management.</p> <p>We also noted that since April 2009, the Supporting People Team had been carrying out market sector analysis of all services in the Supporting People programme and the report now submitted apprised us of:</p> <ul style="list-style-type: none"> <li>(i) the achievements so far;</li> <li>(ii) ongoing visits, negotiations and preparations; and</li> <li>(iii) the remaining sectors and services to be addressed.</li> <li>(iv) the reports for decision that were to be presented over the next 12 months.</li> </ul> <p><b>RESOLVED</b></p> <p>That the report be noted.</p>	
<p><b>PROC10.</b></p>	<p><b>COMMUNITY MEALS - EXTENSION OF CONTRACT</b> (Report of the Director of Adult, Culture and Community Services - Agenda Item 8)</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 Community Meals comprised of Meals on Wheels and meals for 4 Drop in Centres and 1 Day Centre. We also noted that it was considered in the best interest of the Council to extend the current contract to 31 May 2012 to allow for the development of the Directorate's Commissioning Strategy and the implementation of the Government's Personalisation agenda without incurring re-tendering resources at this time.</p> <p><b>RESOLVED</b></p> <p>That in accordance with Contract Standing Order 13.02 approval be granted to the extension of the contract with Sodexo Healthcare Services for the provision of community meals for a further two years to 31 May 2012.</p>	<p>DACCS</p>
<p><b>PROC11.</b></p>	<p><b>CORPORATE LEARNING AND DEVELOPMENT PROGRAMME - FRAMEWORK AGREEMENTS</b> (Report of the Assistant Chief Executive</p>	

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– People and Organisational Development - Agenda Item 9)

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.

We noted that staff who worked in Adult Social Care needed to meet the National Minimum Standards set out under the Care Standards Act and that learning and development programmes were key to ensuring that Council staff had the skills they needed to deliver excellent services. In support of this objective it was wished to source a range of suppliers who, between them, would provide a range of high-quality generic skills/competency learning and development services at competitive rates.

We also noted that framework agreements applied across the Council had led to greater consistency in the way that learning and development was sourced, managed and monitored for both performance and cost.

**RESOLVED**

1. That in accordance with Contract Standing Order 11.03 approval be granted to framework agreements being entered into with the following suppliers –

ACE-  
POD

Lot 1 (Learning Disability)

- Barking & Dagenham College
- Minds Eye Ltd
- Public Sector Providers Ltd

Lot 2 (Mental Health)

- H-MHMTS Training Ltd.
- Minds Eye Ltd
- Public Sector Providers Ltd

Lot 3 (Older People)

- Barking & Dagenham College
- Minds Eye Ltd
- Public Sector Providers Ltd

Lot 4 (General)

- The College of Haringey, Enfield & North East London
- H-MHMTS Training Ltd.
- Minds Eye Ltd
- Public Sector Providers Ltd

Lot 5 (Safeguarding)

- Minds Eye Ltd

Lot 6 (NVQ)

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	<ul style="list-style-type: none"> <li>• Barking &amp; Dagenham College</li> <li>• The College of Haringey, Enfield &amp; North East London</li> <li>• Quay Assessment Training Ltd.</li> </ul> <p>2. That the framework agreements be awarded for a period of two years with an option to extend for two further periods of one year on the basis detailed in the interleaved report.</p>	ACE- POD
PROC12.	<p><b>ALEXANDRA PRIMARY SCHOOL RE-WIRE</b> (Report of the Director of the Children and Young People’s Service - Agenda Item 10)</p> <p>Our Chair agreed to admit the report as urgent business. The report was late because of a rapid design and procurement programme, to enable the re-wire projects to commence over the forthcoming school summer holiday period. The programme undertaken, to ensure that the primary objective of ensuring works commenced in the holiday period, meant that tenders were not returned in sufficient time to allow for the necessary consultation to be completed in time for the report to be circulated with the agenda for the meeting. The report was too urgent to await the next meeting because if not considered at the meeting on 6 July, then there would be insufficient time to award the contract to ensure works commenced in the summer holiday period and cause the works to be deferred for another 12 months.</p> <p>Councillor Bevan declared a personal interest in respect of this item by virtue of being Chair of the London Housing Consortium.</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 a recent survey into the condition of the incoming electrical mains to 5 schools had revealed that at a number of schools the electrical installations were coming to the end of their useful life and that works to these installations was required. We also noted that it was being recommended that a programme of upgrading be considered in the near future to ensure uninterrupted long term provision, and to ensure that the schools future electrical and lighting needs were maintained. Alexandra Primary School, Risley Primary School and Seven Sisters Primary School could be considered to be the commencement of the first phase of this programme.</p> <p>Concern was expressed that although competitive tenders had been invited from six firms selected by the Council from Constructionline only two had been received and we asked that Committee Members be provided with details of the reasons given by the other four firms for not returning tenders.</p> <p>Disquiet was also voiced that it was not clear from the reports which of the schools electrical installations was at greatest risk and in this context</p>	DCYPS

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	<p>reference was made to the forthcoming review of the Council's capital programme and for the need for there to be a clear sense of priority against the possibility that there was not sufficient resources in the Children and Young People's capital programme for all of the schools.</p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"> <li>1. That in accordance with CSO 7.03(d) approval be granted to a waiver of Contract Standing Order 8.04 to enable a tender process to take place without advertising by inviting bids from a selection of contractors from the Constructionline database for the Alexandra Primary School re-wire on the ground that this was in the Council's overall interests</li> <li>2. That in accordance with Contract Standing Order 11.03 approval be granted in principle and subject to confirmation of funding to the award of the contract for the Alexandra Primary School re-wire to Raytell Electrical Co. Ltd. on the terms set out in the Appendix to the interleaved report.</li> <li>3. That finalisation of the award including confirmation of funding be delegated to the Director for Children and Young People's Services.</li> </ol>	<p>DCYPS</p> <p>DCYPS</p> <p>DCYPS</p>
<p><b>PROC13.</b></p>	<p><b>RISLEY PRIMARY SCHOOL RE-WIRE</b> (Report of the Director of the Children and Young People's Service - Agenda Item 11)</p> <p>Our Chair agreed to admit the report as urgent business. The report was late because of a rapid design and procurement programme, to enable the re-wire projects to commence over the forthcoming school summer holiday period. The programme undertaken, to ensure that the primary objective of ensuring works commenced in the holiday period, meant that tenders were not returned in sufficient time to allow for the necessary consultation to be completed in time for the report to be circulated with the agenda for the meeting. The report was too urgent to await the next meeting because if not considered at the meeting on 6 July, then there would be insufficient time to award the contract to ensure works commenced in the summer holiday period and cause the works to be deferred for another 12 months.</p> <p>Councillor Bevan declared a personal interest in respect of this item by virtue of being Chair of the London Housing Consortium.</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>Concern was expressed that although competitive tenders had been invited from six firms selected by the Council from Constructionline only two had been received and we asked that Committee Members be provided with details of the reasons given by the other four firms for not</p>	<p>DCYPS</p>

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	<p>returning tenders.</p> <p>Disquiet was also voiced that it was not clear from the reports which of the schools electrical installations was at greatest risk and in this context reference was made to the forthcoming review of the Council's capital programme and for the need for there to be a clear sense of priority against the possibility that there was not sufficient resources in the Children and Young People's capital programme for all of the schools.</p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"> <li>1. That in accordance with CSO 7.03(d) approval be granted to a waiver of Contract Standing Order 8.04 to enable a tender process to take place without advertising by inviting bids from a selection of contractors from the Constructionline database for the Risley Primary School re-wire on the ground that this was in the Council's overall interests</li> <li>2. That in accordance with Contract Standing Order 11.03 approval be granted in principle and subject to confirmation of funding to the award of the contract for the Risley Primary School re-wire to Raytell Electrical Co. Ltd. on the terms set out in the Appendix to the interleaved report.</li> <li>3. That finalisation of the award including confirmation of funding be delegated to the Director for Children and Young People's Services.</li> </ol>	<p>DCYPS</p> <p>DCYPS</p> <p>DCYPS</p>
<p><b>PROC14.</b></p>	<p><b>SEVEN SISTERS PRIMARY SCHOOL REWIRE</b> (Report of the Director of the Children and Young People's Service - Agenda Item 12)</p> <p>Our Chair agreed to admit the report as urgent business. The report was late because of a rapid design and procurement programme, to enable the re-wire projects to commence over the forthcoming school summer holiday period. The programme undertaken, to ensure that the primary objective of ensuring works commenced in the holiday period, meant that tenders were not returned in sufficient time to allow for the necessary consultation to be completed in time for the report to be circulated with the agenda for the meeting. The report was too urgent to await the next meeting because if not considered at the meeting on 6 July, then there would be insufficient time to award the contract to ensure works commenced in the summer holiday period and cause the works to be deferred for another 12 months.</p> <p>Councillor Bevan declared a personal interest in respect of this item by virtue of being Chair of the London Housing Consortium.</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>	

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The meeting ended at 20.20 hours.

JOE GOLDBERG  
Chair