

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
TUESDAY, 30 SEPTEMBER 2008**

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

*Present

MINUTE NO.	SUBJECT/DECISION	ACTION BY
PROC37.	<p>APOLOGIES FOR ABSENCE(Agenda Item 1)</p> <p>An apology for absence was submitted by the Chair. In Councillor Adje's absence Councillor Meehan took the Chair.</p> <p>(Councillor Meehan in the Chair)</p>	
PROC38.	<p>MINUTES(Agenda Item 4)</p> <p>RESOLVED:</p> <p>That the minutes of the meeting held on 2 September 2008 be approved and signed.</p>	HLDMS
PROC39.	<p>BUILDING SCHOOLS FOR THE FUTURE EXTENDED TRIBAL GROUP CONTRACT (Report of the Director of the Children and Young People's Service - Agenda Item 6)</p> <p>We received a verbal report on how the current Programme Support Office team would facilitate the handover of responsibilities to Council staff through a combination of group and one to one training sessions, on the job coaching and regular performance feedback. In addition, the Programme Management Office were in the process of documenting a low level reference guide to tools that might be used during transition and after existing staff had left the team.</p> <p>As Council staff took on the responsibility for a service, the handover of ownership of that service would be carried out in an incremental approach to reduce the risk of any significant decrease in service and to allow opportunity for the new owner to feel comfortable with the process and give them enough opportunity to have their work reviewed and to ask questions.</p> <p>RESOLVED:</p> <p>1. That the proposed extension of the existing contract with the Tribal Group for the provision of consultancy services by a total of £499,200 to be made up of two tranches to enable the provision of services to support for the BSF Programme to continue and to transfer skills to Council staff as follows be noted :</p> <ul style="list-style-type: none"> • £328,200 for September to December 2008; and • £171,000 for January to March 2009 	DCYPS

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
TUESDAY, 30 SEPTEMBER 2008**

	<p>2. That of the total £499,200 extension enabling the Tribal Group consultancy services to be provided to March 2009, approval be granted to an initial sum of £328,200 to enable consultancy services to continue to be provided by the Group to 31 December 2008.</p> <p>3. That the Chief Executive and/or the Director of Corporate Resources in consultation with the Cabinet Member for Children and Young People be authorised to approve the further sum of £171,000 to Tribal Group consultancy services for the period 1 January to 31 March 2009 if required.</p>	<p>DCYPS</p> <p>DCYPS/ CE/DCS</p>
<p>PROC40.</p>	<p>IT SOFTWARE LICENCE RENEWAL AND MAINTENANCE FRAMEWORK AGREEMENT (Report of the Director of Corporate Resources - Agenda Item 7)</p> <p>The Appendices 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.</p> <p>RESOLVED:</p> <p>1. That, in accordance with Contract Standing Order 11.03, approval be granted to the establishment of a Council Framework Agreement for IT Software Licence Renewal and Maintenance.</p> <p>2. That the Framework Agreement be established for a period of three years with the option to extend for a further year based on satisfactory performance.</p> <p>3. That approval be granted the appointment of the service providers listed below to the Framework, on the basis that they submitted the most advantageous tenders that best suit the Councils' requirements –</p> <p>Trustmarque Solutions Ltd.; Civica Services Ltd.; and Netstore plc.</p>	<p>DCS</p> <p>DCS</p> <p>DCS</p>
<p>PROC41.</p>	<p>AWARD OF DESIGN, PRINT AND ASSOCIATED SERVICES FRAMEWORK AGREEMENT (Report of the Assistant Chief Executive (Policy, Performance, Partnerships and Communications) - Agenda Item 8)</p> <p>The Appendices 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.</p>	

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
TUESDAY, 30 SEPTEMBER 2008**

	<p>Clarification was sought of how many of the service providers recommended for inclusion on the Agreement were based in Haringey and how many of them offered apprenticeship schemes. Officers present at the meeting were not able to answer the question and we asked that all Members of our Committee be provided with a written response.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That approval be granted to the establishment of a Council Framework Agreement for Design, Print and Associated Services, as allowed under the European Union Directive on public procurement (the Consolidated Directive), as implemented in the UK by the Public Contracts Regulations 2006, and in accordance with the Council's Contract Standing Orders. 2. That the Framework Agreement be established for a term of three years with the option to extend for a further year based on satisfactory performance. 3. That approval the appointment of the service providers listed below to the Framework, on the basis that they submitted the most advantageous tenders that best suit the Council's requirements – <p>Printing Firms Accultih 76 Limited Blackhammer Limited CGI Europe Limited Dashwood Print Limited Drakeford Press Financial Data Management Limited Fraser Hamilton Associates Integrated print Solutions JB Print and Copy PWPFS Redlin Print Limited Stoney Printing Services The Maypole Press</p> <p>Design Agencies Acumen Design Consultancy Allcot Limited B3 Creative Crescent Logde Design Limited DC Group (UK) Limited Engage Group Limited Fever Design Limited Fruitition Good Impressions Haime and Butler Designers Hunter Lodge Design Limited N1 Creative Limited</p>	<p>ACE-PPPC</p> <p>ACE-PPPC</p> <p>ACE-PPPC</p> <p>ACE-PPPC</p>
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
TUESDAY, 30 SEPTEMBER 2008**

	<p>New Brand Vision Nim Associates Oculus Design and Communications Perivan Limited Point 6 Design Limited Promotion Line Limited Radius Design Consultants Limited Rima Design Limited St Cross Creative Services Limited The Team Brand Communications Wisdom Cannell Limited Wonderberry UK Ltd</p>	
<p>PROC42.</p>	<p>DRUG INTERVENTIONS PROGRAMME CONTRACT EXTENSION: 2008 – 09 (Report of the Assistant Chief Executive (Policy, Performance, Partnerships and Communications) - Agenda Item 9)</p> <p>The Appendices 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.</p> <p>We noted that the period covered by the extension now sought had already commenced and we asked that officers ensure that such an oversight should not be repeated. We were informed that if the extension now sought was approved until 31 March 2009 then the contract would be the subject of a competitive tendering process in the intervening period.</p> <p>RESOLVED:</p> <p>That approval be granted to the extension of the Drugs Intervention Programme contract with CRi for the 12 month period 1 April 2008 to 31 March 2009 in the sum of £1,102,194.</p>	<p>ACE-PPPC</p> <p>ACE-PPPC</p>
<p>PROC43.</p>	<p>DISABLED ADAPTATIONS FRAMEWORK AGREEMENT: AWARD OF CONTRACT (Report of the Director of Adult, Culture and Community Services - Agenda Item 10)</p> <p>The Appendices 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.</p> <p>It having been noted that works would be carried out to public sector clients and private sector clients under the Disabled Facilities Grant, clarification was sought of the position with regard to placing charges on private sector properties where disabled adaptations works had been carried out. We were informed that advice was being obtained on changes to the grant mechanism in relation to the powers and conditions pertaining to the imposition of charges and that a report would be brought back to Members in due course.</p>	

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
TUESDAY, 30 SEPTEMBER 2008**

	<p>RESOLVED:</p> <p>That in accordance with Contract Standing Order 11.03, approval be granted to the establishment of a Framework Agreements for the provision of disabled adaptations works with the contractors identified below for a period of two years with the option to extend the framework agreement for a further two years on an annual basis subject to satisfactory performance of the companies -</p> <p>Rok; Effectable; and Mullaley</p>	DACCS
<p>PROC44.</p>	<p>MARKFIELD PARK LISTED BUILDINGS REFURBISHMENT (Report of the Director of Adult, Culture and Community Services - Agenda Item 11)</p> <p>The Appendices 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.</p> <p>RESOLVED:</p> <p>That, in accordance with Contract Standing Order 11.01, the contract for refurbishment works to the listed buildings in Markfield Park be awarded to T & B (Contractors) Ltd. in the sum of £280,635.68 with a contract period of 15 weeks.</p>	DACCS
<p>PROC45.</p>	<p>MARKFIELD PARK PAVILION REFURBISHMENT (Report of the Director of Adult, Culture and Community Services - Agenda Item 12)</p> <p>The Appendices 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.</p> <p>We noted that if the same contractor was appointed to undertake both the Listed Buildings Refurbishment and the Pavilion Refurbishment works then it would enable a saving to be made in the contract sums based on reduced costs for preliminaries.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That, in accordance with Contract Standing Order 11.01, the contract for the pavilion refurbishment works in Markfield Park be awarded to T & B (Contractors) Ltd in the sum of £462,606.77 with a Contract Period of 22 weeks. 2. That it be noted that subject to there being no changes to the design or specification the current assessment it was unlikely that 	DACCS

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
TUESDAY, 30 SEPTEMBER 2008**

	<p>there would be any increased costs during the course of the contract but that a 5% contingency allowance has been allowed within the tendered price from the tenderer for any unforeseen items.</p>	
<p>PROC46.</p>	<p>GEORGE LANSBURY & ELIZABETH BLACKWELL HOUSE (Report of the Director of Urban Environment - Agenda Item 13)</p> <p>The Appendices 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.</p> <p>Reference was made to re-wiring work which had been carried out to the blocks in 1993 and we asked that officers supply Members of the Committee with details of the nature and scope of these works.</p> <p>In response to a question about the timing of the works, we were advised that it needed to be undertaken urgently and in advance of Decent Homes Programme works to these blocks. We indicated that in any future reports where work was not co-ordinated with the Decent Homes Programme an indication be given of the how long the works would otherwise have to wait and a reason for proceeding with them.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That in accordance with Contract Standing Order 11.01(a) approval be granted to the award of the contract for the upgrading of electrical installations and upgrading of the satellite television services in preparation for the digital conversion at George Lansbury House and Elizabeth Blackwell House to Raytell Electrical Services Ltd. in the sum of £1,255,195.49. 2. That the total fees for the project of £148,929 be noted. 	<p>DUE</p>
<p>PROC47.</p>	<p>WINKFIELD ROAD, CEDAR HOUSE, DAPHNE HOUSE, TREDEGAR ROAD - REWIRING AND INTEGRATED RECEPTION SYSTEM (Report of the Director of Urban Environment - Agenda Item 14)</p> <p>The Appendices 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.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That, in accordance with Contract Standing Order 11.01(a), approval be granted to the award of the contract for the upgrading of electrical installations and upgrading of the satellite television services in preparation for the digital conversion at Winkfield Road, Cedar House, Daphne House and Tredegar Road to Purdy Contracts Ltd in the sum of £769,079 with a 	<p>DUE</p>

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
TUESDAY, 30 SEPTEMBER 2008**

	contract period of 28 weeks.	
	2. That the total fees for the project of £110,824 be noted.	

GEORGE MEEHAN
In the Chair