

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE
THURSDAY, 16 SEPTEMBER 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
PROC30.	APOLOGIES FOR ABSENCE (Agenda Item 1) Apologies for absence were submitted by Councillors Goldberg and Kober. In the absence of Councillor Goldberg, Councillor Bevan took the Chair. (Councillor Bevan in the Chair)	
PROC31.	DECLARATIONS OF INTEREST (Agenda Item 3) Councillor Bevan declared a personal interest in respect of Item 10 – Broadwater Farm Lift Improvements.	HLDMS
PROC32.	MINUTES (Agenda Item 4) RESOLVED That the minutes of the meeting held on 22 July 2010 be approved and signed.	HLDMS
PROC33.	EXPANSION OF RHODES AVENUE PRIMARY SCHOOL FROM TWO TO THREE FORM ENTRY - CORRECTION TO RECORD OF BUILDING CONTRACT AWARD (Report of the Director of the Children and Young People's Service - Agenda Item 5) We noted that the report informed us of the decision taken under Urgency Procedures to amend Minute PROC.23 of the meeting held on 22 July 2010 by correcting the name of the contractor awarded the building contract for the Rhodes Avenue Primary School Expansion project. RESOLVED That it be noted that Minute PROC. 23(1) had been varied to read as follows – 'That in accordance with Contract Standing Order 11.03 approval be granted to the award of the building contract for the Rhodes	

MINUTES OF THE CABINET PROCUREMENT COMMITTEE
THURSDAY, 16 SEPTEMBER 2010

	Avenue Primary School expansion to Balfour Beatty Construction Scottish and Southern Ltd. on the terms and conditions set out in the appendix to the interleaved report.'	
PROC34.	IT STRATEGY 2010-13 - PROCUREMENT APPROACH (Report of the Director of Corporate Resources - Agenda Item 7) We noted that the report was to inform us of the planned approach to procurement to be taken within the IT Strategy 2010-2013 which had been approved by the Cabinet on 13 July 2010. RESOLVED That the report be noted.	
PROC35.	IT STRATEGY 2010-13 - HARDWARE FRAMEWORK AGREEMENT (Report of the Director of Corporate Resources - Agenda Item 8) We noted that the report sought our approval to use specified Framework Agreements for the procurement of IT Hardware for the delivery of the IT Strategy 2010-2013, and for business as usual. RESOLVED That approval be granted to IT Services' general procurement approach of using the Buying Solutions and Eastern Shires Purchasing Organisation (ESPO) framework agreements for the procurement of IT Hardware including servers, desktops and peripheral items.	DCR
PROC36.	FURTHER UPDATE ON THE PROCUREMENT OF THE WASTE MANAGEMENT CONTRACT (Report of the Director of Urban Environment - Agenda Item 9) We noted that the report was the third in a series of regular "for information only" reports designed to inform us of the progress of the procurement of the new contract for the Councils "Collection of Waste and Recycling, Street Cleansing and other Environmental Services." We also noted that the procurement was being undertaken under formal OJEU Competitive Dialogue regulations and was expected to result in an Award of Contract recommendation to the Cabinet in December 2010. Clarification was sought of whether consideration had been given to protecting the level of service for the remainder of the current contract if the present contractor was not awarded the new contract. We were informed that the present provider would be contractually bound to continue to provide the service and that monitoring arrangements could be stepped up to ensure compliance. The state of the market was such that should the contractor fail to perform satisfactorily they would also suffer damage to their reputation. Existing employees would have transfer rights and continuity of employment would be protected.	

MINUTES OF THE CABINET PROCUREMENT COMMITTEE
THURSDAY, 16 SEPTEMBER 2010

	We were also informed that although there had been slippage of about 6 weeks on the original timetable there was sufficient flexibility in it to make up this lost time. RESOLVED 1. That it be noted that the procurement procedure currently underway and progress made to date as outlined in the interleaved report be noted. 2. That it be noted that the report was the third in a series of reports scheduled at key stages of the procurement to keep our Committee informed of progress. 3. That it be noted that that the procurement would eventually lead to agreement as a key decision of the award of the contract for an Integrated Waste Management Contract with a total contact value per annum of approximately £17.5 million for a 14 year term with a possible extension for a further period of up to 7 years.	
PROC37.	BROADWATER FARM LIFT IMPROVEMENTS (Report of the Director of Urban Environment - Agenda Item 10) Councillor Bevan declared a personal interest in respect of this item by virtue of being Chair of the London Housing Consortium. Our Chair agreed to admit the report as urgent business. The report was late because it had taken longer than usual to obtain satisfaction about the listing of 14 procurement related issues that were raised for clarification concerning both the report and the tender that was conducted to give it effect. The report was too urgent to await the next meeting because of the long lead in time required to facilitate bespoke lift manufacturing for each of the 10 blocks involved and to ensure that the tender was accepted by 15 October after which date negotiations would have to be held with the contractors about extending the tender acceptance date. 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 the report sought approval to a waiver of the Contract Standing Order requirement in relation to tender procedure to enable the invitation of bids from a selection of contractors from Constructionline (a government managed UK register of pre-qualified construction services) who were invited to tender for the works. We also noted that the report sought our agreement to the award of the contract for lift replacement at Broadwater Farm Estate. Having noted that Section 20 Notices had been issued to leaseholders in accordance with the statutory requirements we noted the estimated	

MINUTES OF THE CABINET PROCUREMENT COMMITTEE
THURSDAY, 16 SEPTEMBER 2010

	recoverable charges. Clarification having been sought of whether the contingency provision was adequate we were advised that while it was thought it was officers could seek additional resources from the Council's capital programme if necessary. RESOLVED 1. That approval be granted to a waiver of Contract Standing Order 8.04 in relation to the Broadwater Farm Lift Improvement scheme. 2. That in accordance with Contract Standing Order 11.01(a) approval be granted to the award of the contract for the Broadwater Farm Lift Replacement scheme to ThyssenKrupp Elevator UK Ltd on the terms and conditions set out in the Appendix to the interleaved report. 3. That the total estimated cost excluding fees as detailed in the Appendix to the interleaved report be noted.	DUE DUE
PROC38.	MUSWELL HILL LOW CARBON ZONE HOME ENERGY RETROFIT SCHEME (Agenda Item 11) We noted that this item had been withdrawn.	
PROC39.	FRAMEWORK AGREEMENT FOR THE PROVISION OF CLEANING SERVICES FOR THE SCHOOLS WITHIN THE LONDON BOROUGH OF HARINGEY (Report of the Director of the Children and Young People's Service - Agenda Item 12) 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 the report sought our approval to the award of a framework for the provision of cleaning services for schools within the Haringey with the schools to 'call off' the framework through 'mini competition' to the contractors listed. Clarification having been sought of how schools would find out about the Framework Agreement we were advised that reference to it would be included in the regular information bulletin circulated to them and details would be published on the web site. An enquiry had already been received from the Sixth Form Centre. RESOLVED That in accordance with Contract Standing Order 11.03 approval be granted to the award of the four year framework for the provision of Cleaning Services for Schools within Haringey to the five contractors named below -	DCYPS

MINUTES OF THE CABINET PROCUREMENT COMMITTEE
THURSDAY, 16 SEPTEMBER 2010

	• Superclean Services Wothorpe Ltd. • Enterprise Support Services UK Ltd. • Indigo Services UK • Birkin Services • Turners Cleaning and Support Services	
PROC40.	AWARD OF CONTRACT FOR THE FOOD SUPPLIES OF GREEN GROCERY FOR COUNCIL CATERING SERVICE (Report of the Director of the Children and Young People's Service - Agenda Item 13) 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 the report sought approval for the award of a Framework Agreement to enable the Council's catering service to "call off" supplies from the framework through a purchase order issued to the provider able to provide the specific supplies and having the highest tender score. This order would form a contract between the Catering Service and the Supplier. RESOLVED 1. That in accordance with Contract Standing Order 11.03 approval be granted to the award of the Framework Agreement to the tenderers listed below – • H&B Hawkes Ltd. • Prescott-Thomas Ltd 2. That in accordance with the recommendations set out in the report the Framework Agreement be awarded for a period of 3 years commencing from 1 November 2010 to 31 October 2013 with the option to extend for 1 further period up to 12 months.	DCYPS DCYPS
PROC41.	SUPPORTING PEOPLE - WAIVER AND AWARD OF CONTRACT - HARTS FOR FAMILIES (Report of the Director of Adult, Culture and Community Services - Agenda Item 14) We noted that the report sought our approval of a waiver of the Contract Standing Order requirement to tender and to the award of a contract for a floating support service. Disquiet was voiced about continuity of the level of service which would be provided as the extended contract moved towards its conclusion and we were informed that consideration was being given to other ways of proving the services contained in the contract including through Hearthstone, the Anti Social Behaviour Team as well as by expanding existing services in Homes for Haringey and the Children and Young People's Service. Concern having expressed about whether there would be sufficient capacity in the sectors identified and that the timescales for	

MINUTES OF THE CABINET PROCUREMENT COMMITTEE
THURSDAY, 16 SEPTEMBER 2010

	transferring the services was too optimistic it was accepted that these issues were outside the remit of the Committee and would need to be taken up elsewhere. RESOLVED 1. That in accordance with Contract Standing Order 7.03 approval be granted to a waiver of Contract Standing Order 6.05 (Requirement to Tender). 2. That in accordance with Contract Standing Order 11.03 approval be granted to the award a new contract for the floating support service to HARTS as detailed below: a) to allow for a staged reduction in the annual contract price from £2.8m to: £2.5m (2010/11) £1.7m (2011/12) £1.7m (2012/13) with termination of the contract on 31 March 2013 b) to allow for a respective staged reduction of the capacity of the service over the same periods in line with the reducing contract value. 3. That it be noted that the cost of the contract would be met from the Supporting People Programme Grant.	DACCS DACCS
PROC42.	TERMINATION OF MAJOR ADAPTATIONS FRAMEWORK CONTRACTOR (Report of the Director of Adult, Culture and Community Services - Agenda Item 15) 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 in accordance with Contract Standing Order 15.03 the report informed us of the termination of Rok Building Limited's (Rok) appointment as a framework contractor providing disabled adaptations to the residents of Haringey. RESOLVED That it be noted that 1. The Council's framework agreement with Rok for the provision of disabled adaptations work had been terminated by a notice	

MINUTES OF THE CABINET PROCUREMENT COMMITTEE
THURSDAY, 16 SEPTEMBER 2010

	issued on 29 June 2010. 2. In accordance with Contract Standing Order 15.02 the decision to terminate the framework agreement had been approved by the Director of Adult, Culture and Community Services.	
PROC43.	OFFICE STATIONERY - AWARD OF CONTRACT (Report of the Director of Corporate Resources - Agenda Item 16) 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 the report sought our approval to the award of a contract for the provision of office stationery. Clarification having been sought as to why the quotation of one of the suppliers was significantly higher than all the others we were informed that that they must have made an error but the quotations having been sought on the basis of lowest price it had not been possible to go back to them for clarification. However, once the contract was awarded they would be contacted. RESOLVED That in accordance with Contract Standing Order 11.03 approval be granted to the award of a contract for the provision of office stationery for the Council to Lyreco on the terms and conditions set out in the Appendix to the interleaved report.	DCR
PROC44.	REPORT ON THE IMPLEMENTATION OF CONSRUCTIONLINE (Report of the Director of Corporate Resources - Agenda Item 17) Our Chair agreed to admit the report as urgent business. The report was late because of the need to complete necessary consultations. The report was too urgent to await the next meeting because of the need to commence a procurement process to pre-qualify contractors. 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 the report sought our approval to the proposed implementation of pre-qualified lists of specialist works contractors to be managed by Constructionline and the Council's Construction Procurement Group. In response to a question about asbestos removal we were informed that these works were on a separate framework agreement. RESOLVED	

MINUTES OF THE CABINET PROCUREMENT COMMITTEE
THURSDAY, 16 SEPTEMBER 2010

	That approval be granted to the implementation of pre-qualified lists for specialist works as set out in the interleaved report.	DCR
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The meeting ended at 19.05 hours

JOHN BEVAN
In the Chair