

**MINUTES OF THE EXECUTIVE PROCUREMENT COMMITTEE**  
**TUESDAY, 17 APRIL 2007**

Councillors \*Mallett (Chair), \*Diakides, Haley and \*Meehan

\*Present

<b>MINUTE NO.</b>	<b>SUBJECT/DECISION</b>	<b>ACTION BY</b>
<b>PROC50.</b>	<b>APOLOGIES FOR ABSENCE</b> (Agenda Item 1)  An apology for absence was submitted on behalf of Councillor Haley.	
<b>PROC51.</b>	<b>MINUTES</b> (Agenda Item 4)  <b>RESOLVED</b>  That the minutes of the meeting held on 13 March 2007 be approved and signed.	HLDMS
<b>PROC52.</b>	<b>CORPORATE LEARNING AND DEVELOPMENT PROGRAMME</b> (Report of the Assistant Chief Executive (People and Organisational Development) – Agenda Item 6)  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 the business or financial affairs of any particular person (including the Authority holding that information).  We noted that it was the aim of the tender to identify and implement cost savings through the process used to access learning and development activities across the Council. The approach was to introduce framework agreements, covering all learning and development activities, including courses, that were applicable across the Council, excluding areas such as specialist, technical and professional training and the framework agreements covered five Lots. We also noted that only one supplier had tendered for Lot 3 – Accreditation of Development Programmes for which ILM was a component and because the submission had not met the requirements consideration was being given to providing these programmes in-house.  We were advised that the services having been tendered on the basis of framework agreements subsequent awards of contract would be made either by way of call off or by mini competition.  <b>RESOLVED</b>  1. That, in accordance with Contract Standing Order 11, approval be granted to framework agreements being entered into with the suppliers detailed below in respect of the Lots indicated based on the schedules of rates set out in the interleaved report -	ACE (POD)

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	<p>Lot 1 – Short Courses to Supply the Newly Developed Competency Framework</p> <ul style="list-style-type: none"> <li>• Bray Leino Ltd.</li> <li>• Deborah West Consultancy and Training</li> <li>• Excellence in Business</li> <li>• Maven Training Ltd</li> <li>• T-three Consulting</li> <li>• Vivid Developments Ltd.</li> </ul> <p>Lot 2 – IT Training for Standard MS Office Based Applications or Upgraded Equivalents</p> <ul style="list-style-type: none"> <li>• New Horizons Computer Learning Centre</li> </ul> <p>Lot 4 – Facilitation of Workshops and other Team Based Activities based in the Directorates</p> <ul style="list-style-type: none"> <li>• Bray Leino Ltd.</li> <li>• Deborah West Consultancy and Training</li> <li>• Excellence in Business</li> <li>• T-three Consulting</li> <li>• Vivid Development Ltd</li> </ul> <p>Lot 5 – Diagnostic, Design and Delivery of Programmes Cutting across the Organisation</p> <ul style="list-style-type: none"> <li>• Bray Leino Ltd.</li> <li>• Deborah West Consultancy and Training</li> <li>• Excellence in Business</li> <li>• T-three Consulting</li> </ul> <p>2. That the 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> <p>3. That the awards of contracts to be made following mini competitions under the framework be submitted to our Committee for approval and a further report be submitted on the framework arrangements after six months operation.</p>	<p>ACE (POD)</p> <p>ACE (POD)</p>
<b>PROC53.</b>	<p><b>PROVISION OF ICT GOODS AND SERVICES FOR THE 6TH FORM CENTRE UNDER THE BUILDING SCHOOLS FOR THE FUTURE (BSF) PROGRAMME</b> (Report of the Director of the Children and Young People's Service – Agenda Item 7)</p> <p>Our Chair agreed to accept 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 for an interim ICT Managed Service Provider (MSP) to be appointed prior to the opening of the 6<sup>th</sup> Form Centre in September 2007.</p> <p>Details of the contracts which were set out in the Appendix to the</p>	

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	<p>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 (including the Authority holding that information).</p> <p>We noted that the £1.35 million capital costs outlined in the interleaved report did not cover capital or revenue from year 2 onwards, that the funding to pay for these costs had not yet been fully identified and that this represented a risk. Having also noted that the shortfall would have to be met from the on-going revenue budget for the new Sixth Form Centre, we asked that a further report be submitted to the June meeting of our Committee indicating how these ICT costs would be incorporated into the 5 year operational budget of the Centre. The report should also set out the decision taken by the Director of the Children and Young People's Service under the delegated authority now sought.</p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"> <li>1. That approval be granted to the delegation of authority for the award of contract for the provision of an ICT Solution and Managed Service to the Director of the Children and Young People's Services in consultation with the Executive Member for Children and Young People, the Chair of the Executive Procurement Committee and the Leader of the Council.</li> <li>2. That the award of contract be for a period of up to 2 years, with an option to extend for a further period of up to 3 years until the responsibility for the provision of the managed service was transferred to the ICT Managed Service Provider.</li> </ol>	<p>DCYPS</p> <p>DCYPS</p> <p>DCYPS</p>
<b>PROC54.</b>	<p><b>HORNSEY LIBRARY REWIRE PROJECT - AWARD OF CONTRACT</b>          (Report of the Director of Adult, Culture and Community Services – Agenda Item 8)</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 the business or financial affairs of any particular person (including the Authority holding that information).</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 the Hornsey Library Rewire project, to Cosmur Ltd. on the terms and conditions set out in the interleaved report.</p>	<p>HALLAM /HP</p>
<b>PROC55.</b>	<p><b>TRANSFER OF CONTRACT OBLIGATIONS FOR RESIDENTIAL ACCOMMODATION FOR PEOPLE WITH SEVERE LEARNING AND PHYSICAL DISABILITIES FROM HOLM TO HAIL</b> (Report of the Director of Adult, Culture and Community Services – Agenda Item 9)</p>	

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	<p>We noted that in paragraph 8.3 the description of HAIL as a 'larger national organisation' should read 'larger local organisation'.</p> <p><b>RESOLVED</b></p> <p>That, in accordance with Contract Standing Order 14.1, approval be granted to the transfer of the contract for residential accommodation for people with severe learning and physical disabilities from Homes of Our Lady of Muswell to Haringey Association for Independent Living on the terms and conditions set out in the interleaved report.</p>	DACCS
<b>PROC56.</b>	<p><b>EXPANSION OF COLERIDGE PRIMARY SCHOOL FROM TWO FORM TO FOUR FORM ENTRY</b> (Report of the Director of the Children and Young People's Service – Agenda Item 10)</p> <p>Our Chair agreed to accept 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 not appointing a main contractor at this stage would result in major programme failure, with admission of pupils in September 2008 delayed.</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 the business or financial affairs of any particular person (including the Authority holding that information).</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 in principle to the award of the contract for the refurbishment and construction works to provide a new teaching block and ancillary spaces at the existing TUC site adjacent to the existing Coleridge Primary School to Jerram Falkus Construction Ltd.</li> <li>2. That approval be granted to the delegation of authority to finalise the contract price with Jerram Falkus Construction Ltd. to the Director of the Children and Young People's Service in accordance with the terms of the Framework Agreement, the price not to exceed the Agreed Maximum Price as stated in the Appendix to the interleaved report.</li> </ol>	<p>DCYPS</p> <p>DCYPS</p>
<b>PROC57.</b>	<p><b>APPOINTMENT OF CONTRACTOR PARTNERS TO A BUILDING SCHOOLS FOR THE FUTURE FRAMEWORK AGREEMENT</b> (Report of the Director of the Children and Young People's Service – 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</p>	

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	<p>public from the meeting as they contained exempt information relating to the business or financial affairs of any particular person (including the Authority holding that information).</p> <p>We noted that the report sought approval to award the framework agreement contract for the Contractor Partners for the Building Schools for the Future (BSF) programme which had confirmed funding of £179 million from the Department of Education and Skills. We also noted that the Council already had a number of other construction framework agreements from which it could call off professional service consultants and construction contractors arising from which concern was expressed about the management of certain of these contracts, in particular some school projects. Clarification was then sought of what measures would be put in place to ensure the adequacy of project management arrangements for individual BSF schools projects and, having noted the response given, we asked that we be provided with stage reports at key stages of the programme.</p> <p>Clarification was also sought of the timetable, once the framework was in place, for the mini competition to appoint contractors to start on the first three schools projects in the programme. Having been advised that there would be a 'cooling off' period following the decision to award the framework agreement which would end on 10 May followed by a competitive process lasting 4 – 6 weeks, we were of the view that the award of the call off contracts should be made by our Committee rather than delegated to the Director of Children and Young People as proposed in the report.</p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"> <li>1. That approval be granted to the award of the framework agreement contract for the Contractor Partners for the Building Schools for the Future programme to the following contractors <ul style="list-style-type: none"> <li>• Apollo London Ltd</li> <li>• Breyer Group plc</li> <li>• Willmott Dixon Construction Ltd.</li> <li>• Durkan Ltd.</li> <li>• Balfour Beatty Construction Scottish and Southern Ltd.</li> <li>• Galliford Try Construction South</li> </ul> </li> <li>2. That the award the call off contracts for the contractors for the individual school projects under the Building Schools for the Future Programme be made by the Executive Procurement Committee.</li> </ol>	<p>DCYPS</p> <p>DCYPS</p> <p>DCYPS</p>
<b>PROC58.</b>	<p><b>TERMINATION OF CONTRACT, DEARLE AND HENDERSON, PROJECT MANAGERS FOR THE BSF PROGRAMME</b> (Report of the Director of the Children and Young People's Service – Agenda Item 19)</p> <p>The interleaved report was the subject of a motion to exclude the press and public from the meeting as they contained exempt information</p>	

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	<p>relating to the business or financial affairs of any particular person (including the Authority holding that information).</p> <p><b>RESOLVED</b></p> <ol style="list-style-type: none"><li>1. That the report be noted.</li><li>2. That a further report be submitted to the Committee on all of the contracts on which Dearle and Henderson were acting as project managers on behalf of the Council.</li></ol>	HPr
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ANTONIA MALLETT  
Chair