

**MINUTES OF THE CABINET PROCUREMENT COMMITTEE  
TUESDAY, 29 JULY 2008**

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

\*Present

<b>MINUTE NO.</b>	<b>SUBJECT/DECISION</b>	<b>ACTON BY</b>
<b>PROC16.</b>	<p><b>MINUTES</b> (Agenda Item 4)</p> <p><b>RESOLVED:</b></p> <p>That the minutes of the meetings held on 24 June and 17 July 2008 be approved and signed.</p>	HLDMS
<b>PROC17.</b>	<p><b>IP TELEPHONY PROCUREMENT</b> (Report of the Director of Corporate Resources - Agenda Item 6)</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>In response to a query, it was noted that under the agreed framework, it was possible to appoint a range of suppliers in order to obtain the best value for money. The phased approach to the project meant that market testing would be also be carried out when appropriate and this would ensure that the most up to date information would be gathered.</p> <p>The Chair requested that the Committee should be informed of any expenditure over the agreed £1,250,000.</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. That approval be granted to the award of the contract for Project Management support services for design and implementation of the IP Telephony system to Logicalis UK Ltd. on the terms and conditions set out in the interleaved report and the Appendix thereto.</li> <li>2. That approval be granted to the award of the contract for the procurement of the Contact Centre IP (Internet Protocol) Telephony equipment to Logicalis UK Ltd. on the terms and conditions set out in the interleaved report and the Appendix thereto;</li> <li>3. That approval be granted as a general procurement approach for sourcing provision of the remaining elements of the IP Telephony system to further call off contracts being awarded under an Eastern Shires Purchasing Organisation ("ESPO") framework</li> </ol>	DCR  DCR  DCR  DCR

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	<p>agreement where this provides overall best value for money as outlined in the interleaved report.</p>	
<p><b>PROC18.</b></p>	<p><b>MARKFIELD PARK LANDSCAPING WORKS</b> (Report of the Director of Adult, Culture and Community Services - 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>Concern was expressed regarding the arithmetical errors identified in the lowest tender document, which subsequently increased the final value of the tender. It was confirmed that despite the tender being adjusted to incorporate the error, the tender remained the lowest obtained. The Chair requested, that in order to ensure transparency, details of arithmetical errors be listed in all future reports.</p> <p>Confirmation was sought that treatment for Japanese Knotweed would be carried out through the general programme of maintenance, which was financed through revenue funding.</p> <p>In response to a question as to whether the contractor would be offering apprenticeships, the Committee was advised that it would be too short notice to require this at this stage. The Head of Procurement advised that future contract negotiations would reflect the Council's aim to increase the number of apprenticeships available. It was envisaged that this would result in an increase in the number of apprenticeships provided under Council schemes.</p> <p>The Chair requested in future the Procurement team be consulted with regard to apprenticeship arrangements before contracts are awarded and that potential contractors should be made aware of the Council's eagerness to increase the number of apprenticeships available.</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 landscape improvement works to Markfield Park to English Landscapes Ltd. For the sum outlined in the interleaved exempt report, with a contract period of 26 weeks.</p>	<p>All to note</p> <p>DACCS</p>
<p><b>PROC19.</b></p>	<p><b>SOUTH TOTTENHAM DECENT HOMES PROGRAMME 2008/09 - PHASE ST7</b> (Report of the Director of Urban Environment - 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>	

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	<p>The Committee was advised that estimates for work to replace existing flat roofs with pitched roof replacements were being obtained for two of the blocks, Barker House and Miller House. This would require planning permission and the re-issuing of Section 20 notices. Therefore it was proposed that the work to these blocks should be left until the latter stage of the 30 week programme after all approvals had been obtained.</p> <p>In response to a query from the Chair, it was confirmed that, providing the statutory consultation period had expired, there would be no legal ramifications to this approach.</p> <p>The Cabinet Member for Housing noted that concerns had been expressed by a local Ward Member regarding a resident and the works due to take place. There was agreement that, if possible, works carried out by the Gas supplier would be scheduled to coincide with other works, in order to minimise disruption.</p> <p>The Chair noted that further works would require approval from the Committee and advised that the Strategic Client Liaison Officer should liaise with Committee Secretariat with regard to progressing these through the report clearing process.</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 to the award of the contract for the above project as detailed in the interleaved report to Apollo Group Ltd. for an Agreed Maximum Price outlined in the exempt interleaved report.</li> <li>2. That the total cost including fees, as outlined in the exempt interleaved report, be noted.</li> </ol>	DUE
<p><b>PROC20.</b></p>	<p><b>SOUTH TOTTENHAM DECENT HOMES PROGRAMME 2008/09 - PHASE ST8</b> (Report of the Director of Urban Environment - 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><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. That, in accordance with Contract Standing Order 11, approval be granted to the award of the contract for the above project as detailed in the interleaved report to Apollo Group Ltd. for an Agreed Maximum Price as outlined in the exempt interleaved report.</li> <li>2. That the total cost including fees of as outlined in the exempt interleaved report, be noted.</li> </ol>	DUE

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<p><b>PROC21.</b></p>	<p><b>WOOD GREEN DECENT HOMES - PHASE WG4</b> (Report of the Director of Urban Environment - 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>The Committee requested confirmation that the properties related to the ten leaseholders affected under this phase of the Decent Homes programme had all been sold within the last five years.</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 to the award of the contract for the Wood Green Decent Homes – Phase WG4, as detailed in the interleaved report to Mulalley and Co. Ltd. for an Agreed Maximum Price as outlined in the interleaved exempt report.</li> <li>2. That the total cost including fees, as outlined in the interleaved report, be noted.</li> </ol>	<p>DUE</p> <p>DUE</p>
<p><b>PROC22.</b></p>	<p><b>HORNSEY DECENT HOMES PROGRAMME 2008/09 - PHASE HOPH1</b> (Report of the Director of Urban Environment - Agenda Item 11)</p> <p>The Committee was advised that after the publication of the agenda officers had become aware of errors within the report. The Director of Urban Environment in whose name the report was presented to the Committee had been alerted to the errors and in view of the substantive changes needed to both the body of the report and the revised recommendation required he had been unwilling to sign the revised report.</p> <p>Clarification having been sought of whether the Committee felt able to consider the report without the Director's approval, our Chair indicated that it was not and the item was withdrawn. The Committee expressed their concern and disappointment over the handling of this issue and agreed that a special meeting of the Committee would need to be arranged to consider a revised report which had been approved by the Director.</p> <p>The Leader indicated that he would raise the issue with the Chief Executive.</p> <p><b>RESOLVED:</b></p> <p>That the report be withdrawn and a Special meeting of the Procurement Committee be convened to consider a revised report.</p>	<p>DUE/ HLDMS</p>

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<p><b>PROC23.</b></p>	<p><b>BUILDING SCHOOLS FOR THE FUTURE - FURNITURE, FIXTURES AND EQUIPMENT (FF AND E) CONSULTANT</b> (Report of the Director of the Children and Young People’s Service - Agenda Item 12)</p> <p>The Committee was advised that this item had been withdrawn from the agenda.</p> <p><b>RESOLVED:</b></p> <p>That the item be withdrawn for the reasons stated by officers.</p>	
<p><b>PROC24.</b></p>	<p><b>BSF INFORMATION REPORT ON THE MANAGEMENT COSTS OF THE PROGRAMME</b> (Report of the Director of the Children and Young People’s Service - Agenda Item 22)</p> <p>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 (including the Authority holding that information).</p> <p>The Committee raised concern that approval for the cumulative expenditure of sums approved under delegated authority, which had not been agreed by Members. It was recognised that Directors had delegated authority to approve sums of up to £250,000. However, there was no mechanism in place to ensure that this figure was not exceeded cumulatively.</p> <p>We were of the view that there should be a process in place to ensure that where £250,000 was exceeded under delegated authority, on a cumulative basis, (with no agreed framework in place to permit this) it was reported to our Committee and we asked that the Head of Legal Services look into these arrangements and report back to a future meeting of our Committee with options to address this.</p> <p><b>RESOLVED:</b></p> <p>That the report be noted.</p> <p><i>At the conclusion of the meeting the Chair expressed thanks on behalf of the Committee to Yinka Owa (Principal Lawyer – Legal Services) for the service she had provided to the Council and wished her well in her post with Barking and Dagenham Council.</i></p>	<p>HLS</p>

CHARLES ADJE  
Chair