

Minutes of the meeting of PROCUREMENT AND COMMISSIONING held on
TUESDAY 18 APRIL 2017 at 6.00 pm

Present: Councillor Middleton (Chair)
Councillors Gifford and O'Neill

Officers: J Kealey (Head of Legal Services (Procurement, Planning and Property)), P White (Head of Procurement), J Banham (Stop Smoking Service Co-ordinator), K Davidson (Leisure and Community Officer (Infrastructure)), J Johnson (Assistant Benefits Manager), R Trowse (Programme Manager), L Wilson (Leisure Facilities Officer (Contract Monitoring)) and T Milner (Committee Manager)

Apologies: Councillors Gowans, Legg, Long, Marland and Nolan

PC101 DISCLOSURE OF INTERESTS

Councillor O'Neill disclosed a personal interest in Item 6 'Award of Contract – Nicotine Replacement Therapy Products' due to a family member being a Stop Smoking Adviser.

PC102 INVITATION TO TENDER - LEISURE OPERATOR FOR COMMUNITY SPORTS FACILITY (REF: CU2575)

The Committee considered inviting tenders for the Leisure Operator for the Community Sports Facility.

The Committee heard from the responsible Cabinet member for Place, who indicated that the tender had previously been submitted to this Committee for approval on 17 January 2017, however, due to a few changes in circumstances and to ensure the appropriate mechanisms were fully addressed, it was agreed to seek further approval from the Committee.

The Leisure and Community Officer (Infrastructure) reported that since the meeting of this Committee to approve the tender process on 17 January 2017, the lease from Milton Keynes Development Partnership (MKDP) had been changed to a sub-lease at a nominal peppercorn value and a management contract. The changes reflected that the operator would be required to sub-lease the site, with the responsibilities of running the site, maintaining the facilities and replacing the 3G pitch when required.

The Committee heard from the Leisure Facilities Officer (Contract Monitoring) that the Council would look to go back to the leisure market to gain a better understanding of the benefits and opportunities to monitor what goes on the site and also aid future market arrangements.

The Leisure and Community Officer (Infrastructure) reassured the Committee that processes were being put in place to ensure that the 3G pitch would be replaced by the operator when required. This includes:

- Governance of the Board;
- Feedback being provided through the main user groups;
- Project Management monitoring the contract;
- The operator maintaining the manufactures standards; and
- To use Fédération Internationale de Football Association standards, and with any feedback provided, would be in the operator's interest to keep and maintain the 3G pitch to a good standard.

RESOLVED –

1. That the commencement of an open tender process for the procurement of a leisure operator for the Central Milton Keynes Community Sports Facility be approved.
2. That due to the facility opening in the summer of 2017, and the need for an operator to be in place at least 4 weeks beforehand, that following the tender evaluation, the decision to appoint the operator be delegated to the Service Director (Growth, Economy & Culture) and the responsible Cabinet member for Place without the requirement to return to Procurement and Commissioning.

PC103

INVITATION TO TENDER – FRAMEWORK FOR PROVISION OF HOUSEHOLD GOODS FOR THE LOCAL WELFARE PROVISION SCHEME (REF: CU2588)

The Committee considered inviting tenders for the Framework for Provision of Household Goods for the Local Welfare Provision Scheme.

The Committee heard from the responsible Cabinet member for Resources and Innovation, who indicated that the tender covered the same day delivery option, which was important not only for the tenant, but also in terms of the cost effectiveness to the Council. The tender had been split into 2 Lots to cover different geographical areas, namely Milton Keynes and the surrounding areas and the Luton area. The new contract was due to be in place and commence on 1 August 2017.

RESOLVED –

That the commencement of a single stage European (OJEU) open tender process to set up a multi-lot single supplier framework for the procurement of beds for the Local Welfare Provision Scheme and other Council Services be approved.

PC104

EXCLUSION OF PUBLIC AND PRESS

That the public and press be excluded from the meeting by virtue of Paragraph 3 (Information Relating to the Financial or Business Affairs of any particular person, including the Authority) of Part I of Schedule 12A of the Local Government Act 1972, in order that the meeting consider the Annexes to the following items:

1. Award of Contract - Nicotine Replacement Therapy Products (Ref: CU2565)
2. Award of Contract - Appoint Consultants and Construction Company for V11 and V4 Improvements

PC105

AWARD OF CONTRACT - NICOTINE REPLACEMENT THERAPY PRODUCTS (REF: CU2565)

The Committee considered awarding the contract for Nicotine Replacement Therapy Products.

The Committee heard from the responsible Cabinet member for Healthier and Stronger Communities, who indicated that it was really positive for the Council to have a contract in place that helped people in the Borough to try and stop smoking. Feedback has been very positive from the Council's core advisors and GP advisors, who worked on the various trials, with patients preferring the new method of Nicotine Replacement Therapy (NRT) products compared to previous models provided.

The Stop Smoking Service Co-ordinator reassured the Committee that it was a very niche market with very few providers currently operating in the market. The network and provision of products in Milton Keynes was very slim, and although some areas have Pharmacies that provide NRT, Pharmacies in the Borough could not tender for this contract.

RESOLVED –

That the contract for the supply of Nicotine Replacement Therapy be awarded to the tenderer who has scored the highest in accordance with the Most Economically Advantageous Tender evaluation.

PC106

AWARD OF CONTRACT - APPOINT CONSULTANTS AND CONSTRUCTION COMPANY FOR V11 AND V4 IMPROVEMENTS

The Committee considered awarding the contract to Appoint Consultants and Construction Company for the V11 and V4 Improvements.

The Committee heard from Councillor Middleton, responsible Cabinet member for Resources and Innovation, on behalf of the responsible Cabinet member for Public Realm, who indicated that elements within the Capital Programme included enhancements to the V11 and the V4 covering the preliminary works. The detail and design works would be undertaken during 2017/18, whilst the main improvements would be conducted through 2018/19. The resource



allocation and construction costs had been fully costed out along with the necessary benchmarking works, which were undertaken in respect of the preliminary detail and design works.

The Programme Manager reassured the Committee that the new approach being taken forwards would be used for all future major highways projects. The new approach would also aid the speed of ensuring early contractual design and would further help to deliver the right design and also provide the Council with cost saving opportunities.

The Head of Procurement provided further reassurance to the Committee that there were very few major construction companies operating in this type of market.

RESOLVED -

That the Design Consultant and the works for the preliminary and detailed Design and the Task Order for the construction be awarded to the Term Service Contractor for Highways for:

- (a) Monkston and Brinklow V11 roundabout junction improvements; and
- (b) Junction 25, V4 Watling Street pedestrian underpass.

THE CHAIR CLOSED THE MEETING AT 6.19 PM

A handwritten signature in blue ink, appearing to read 'R. Middleton', is written over the 'CHAIR'S INITIALS' text. A small blue arrow points upwards from the top of the signature.