

Minutes of the meeting of the PROCUREMENT COMMITTEE held on TUESDAY
7 FEBRUARY 2012 at 5.30 pm

Present: Councillor A Geary (Chair and Leader of the Council)
Councillors Hopkins and A Morris

Officers: J Moffoot (Assistant Director [Democratic Services]), D Wilkinson (Assistant Director [Audit and Risk Management]), A Constantinides (Assistant Director [Transport]), M Hancock (Assistant Director [Joint Commissioning]), N Jones (Assistant Director [Financial Management]), P McCourt (Assistant Director [Law and Governance]), F Reedy (Financial Systems Manager), A Coleman (Passenger Transport Manager), L Pratt (Head of Highway Services), C Southern (Head of Strategic Procurement), M Dolling (Head of Capital and Infrastructure), B Matthews (Head of Transportation Services), H Rowley (Capital Development Manager), J McGovern (Senior Capital Development Officer) and S Muir (Committee Manager).

Also Present Councillors Bint, Crooks and Tamagnini-Barbosa.

**Members of
the Public:** 2

PC01 TERMS OF REFERENCE

The Committee noted the Terms of Reference as agreed by Cabinet on 20 December 2011:

RESOLVED -

That the Terms of Reference for the Cabinet Procurement Committee be noted, subject to the amendment to show that the Committee will deal with projects between the values of £100,000 and £2,000,000.

PC02 EXCLUSION OF PUBLIC AND PRESS

RESOLVED -

That the public and press be excluded from the meeting by virtue of Paragraph 3 (Information relating to the Financial or Business Affairs of the Authority) of Part I of Schedule 12A of the Local Government Act 1972, in order that the Committee consider the following matters:

- (a) Annex to Item 5 (Cash Receipting and Income Management System).
- (b) Annex to Item 6 (Local Bus Service Contracts).
- (c) Annex to Item 7 (Grid Road Trimming and Dimming of Street Lights).
- (d) Annex to Item 8 (Milton Keynes Basic Foot Care Service).

- (e) Annex to Urgent Item (Award of Tender – St Paul’s Catholic School).

PC03

CASH RECEIPTING AND INCOME MANAGEMENT SYSTEM

The Committee considered the requirement to upgrade the income management system following changes in the banking regulations and the nature of customer interactions. A tendering process using the Government Procurement Software Application Solutions Framework Agreement for the provision of a Cash Receipting and Income Management System had been carried out. The contract was for the period 1 April 2012 to 31 March 2016.

It was reported that the recommendation was the outcome of the Most Economically Advantageous Tender (MEAT) so therefore was the only option considered.

The recommendations were supported by the responsible Cabinet Member.

RESOLVED –

That the contract for the hosted Cash Receipting and Income Management System for the Council be awarded to the tenderer with the highest MEAT evaluation.

PC04

LOCAL BUS SERVICE CONTRACTS

The Committee considered the requirement following the Cabinet decision of 9 November 2011 to tender for local bus contracts to replace contracts that would expire in April 2012. Under the Transport Act 1985, the Council had a duty to consider whether there were gaps in the commercial network and if appropriate, fill those gaps to meet unmet social needs.

It was reported that the option to do nothing would mean that the contracts would expire without replacement, with the consequent reduction in local bus service provision. While this would meet potential requirements for budget saving, there would have been no consideration of whether or not these were the most appropriate contracts to cut.

The public and press left the room during consideration of this item.

The Committee heard comments from other Members of the Council during consideration of this item.

The recommendations were supported by the responsible Cabinet Member.

RESOLVED -

- 1 That the contracts for the local bus services shown in Annex A using the MEAT process be approved.

- 2 That the variation and/or termination of the local bus contracts be approved.

PC05

GRID ROAD TRIMMING AND DIMMING OF STREET LIGHTS

The Committee considered the requirement to upgrade to award the contract for Trimming and Dimming of Street Lighting on Grid Roads, following a Delegated Decision on 7 September 2011 to commence the procurement process for the dimming and trimming of the remaining 4,400 lights on the Grid Roads. Tenders had been received from five contractors and were evaluated under the council's M.E.A.T. (Most Economically Advantageous Tendering) process.

It was reported that the option to do nothing would result in no cost savings. Cost savings for 2011/12 were agreed as part of the overall revenue budget projections based on reduced energy consumption.

The Committee heard comments from other Members of the Council during consideration of this item.

The recommendations were supported by the responsible Cabinet member.

RESOLVED –

1. That the award of a contract for the Grid Road Trimming and Dimming of Street Lights using the Most Economically Advantageous Tendering (MEAT) process, be approved.
2. That a breakdown of the costs of trimming and dimming of street lights on grid roads, estate roads and in CMK be circulated by the close of the call-in date.

PC06

MILTON KEYNES BASIC FOOT CARE SERVICE

The Committee considered awarding the contract for the preventative Basic Foot Care Service for Older People in Milton Keynes.

It was reported that the option to do nothing would mean that the contract would not be awarded, the Putting People First Agenda which highlighted the Government's commitment to independent living through prevention and early intervention would not be supported and a number of the Council's strategic objectives and contributions to key performance indicators would not be met.

The recommendation was supported by the responsible Cabinet Member.

RESOLVED -

That the award of a contract for the Milton Keynes Basic Foot Care Service using the Most Economically Advantageous Tendering (MEAT) process be approved.

AWARD OF TENDER - ST. PAUL'S CATHOLIC SCHOOL

The Chair ruled that the Committee should consider this item as a matter of urgency because the schedule for the Procurement Committee could not take account of all existing capital programme project timetables and the contract for the construction of extensions to teaching blocks at St Paul's Catholic School needed to let in order to allow for the school to admit an additional form of entry from September 2013. It was noted that the Chair of the Overview and Scrutiny Committee had agreed this approach in accordance with the Access to Information Procedure Rules.

The Committee considered the award the tender for capital works at St Paul's Catholic School which would involve a number of extensions being added to the existing buildings on the school site. It was reported that the scheme formed part of the Council's approved Children and Families Capital Programme and was procured via a mini competition process, using the Milton Keynes Council Construction Framework.

It was also reported that the growth of Milton Keynes has lead to an increase in the demand for places at the school from applicants meeting the school admission criteria. The number of preferences expressed by parents for a place at the school averaged 435 a year compared to the 240 places currently available. Therefore the option to do nothing would not meet the growing need of the school.

The alternative option to provide additional spaces at an alternative school site would mean that if additional capacity was not provided at St Paul's Catholic School, the Authority would need to provide additional spaces elsewhere in Milton Keynes in order to ensure the provision of sufficient and suitable school places

The Committee heard comments from other Members of the Council during consideration of this item.

The recommendations were supported by the responsible Cabinet Member.

RESOLVED -

That, following evaluation of returns under Lot 2 of the Construction Framework, the contract be awarded to the contractor submitting the Most Economically Advantageous Tender for the capital building project at St Paul's Catholic School, subject to receiving Planning Approval.

THE CHAIR CLOSED THE MEETING AT 6:05 PM.