

Minutes of the meeting of PROCUREMENT AND COMMISSIONING held on TUESDAY 18 AUGUST 2015 at 5.30 pm

**Present:** Councillor Marland (Leader) (Chair)  
Councillors Clifton, Middleton and O'Neill.

**Officers:** S Gerrard (Interim Service Director [Legal & Democratic Services]), D Wilkinson (Interim Partnership Director [Milton Keynes Service Partnership]/Assistant Director [Audit & Risk Management]), S Gonsalves (Head of Policy & Performance), C Southern (Head of Strategic Procurement), M Annetts (Business Solutions Manager), D Beaumont (Partnering Manager), M Carter (Housing Income & Benefits Service Delivery Manager), A Coleman (Passenger Transport Manager), J Geary (Case Manager, Procurement Team), L Shepherd (Solicitor) and T Milner (Committee Manager).

**Apologies:** Councillors Betteley, E Gifford, Legg, Long and Miles.

**PC28 MINUTES**

RESOLVED -

That the Minutes of the meeting of Procurement and Commissioning held on 21 July 2015 be approved and signed by the Chair as a correct record.

Councillor Middleton made a statement in respect of Minute PC24, 'Approval to Issue a Project Order and Award a Contract using the Scape National Major Projects Framework (Ref: CU2465 MJ09 Call Off) Future Working Programme – Civic Offices Refurbishment (Ref: CU2414), paragraph (b)', indicating that following the meeting on 21 July 2015, the information requested by Councillor Bald, highlighting the financial breakdown of the full cost of the Future Working Programme project had been provided and would be annexed to these minutes for information.

**PC29 DISCLOSURE OF INTERESTS**

None declared.

**PC30 INVITATION TO TENDER – CUSTOMER PLATFORM FOR ADULT SOCIAL CARE (REF: CU2505)**

The Committee considered inviting tenders for the Customer Platform for Adult Social Care.

The Committee heard from the Head of Policy and Performance, who indicated that whilst there was a requirement to meet the Health and Social Care Act 2014, the Council was also looking to manage the new contract arrangements more effectively. This would involve

change of provision from face to face and telephone communication service to a new digital on-line system.

In response to the Committee's concerns about the effectiveness of accessing the new on-line system, the Head of Policy and Performance reassured the Committee that the system would be fully tested before going live, and sufficient user-friendly sign-posting and guidance would be provided for members of the public when first accessing the new system and managing their own personal care account.

RESOLVED -

That the commencement of a single stage open tender for the procurement of a Customer Platform for Adult Social Care be approved.

**PC31 INVITATION TO TENDER – LOCAL BUS SERVICE CONTRACTS (REF: CU2497)**

The Committee considered inviting tenders for the Local Bus Service contracts.

The Committee heard from Councillor Clifton, the responsible Cabinet member for Economic Growth and Inward Investment, who indicated that existing bus routes, together with new bus routes for development areas had been incorporated as part of the tender invitation. The new contract would link in with the Central Milton Keynes Transport and Parking Strategy.

The Passenger Transport Manager reassured the Committee that sufficient flexibility had been built into the contract to include services to the Western Expansion Area as the area developed. Additionally, the contract would bring a variety of transport options to aid the sustainability and longer term transport requirements for Milton Keynes.

The Committee recognised that continuity of service was important but the tender process should also provide interest from other bus operators.

It was reported that tenderers would be asked to submit details on what outcomes could be provided to the Borough as part of meeting the Public Services (Social Value) Act 2012.

RESOLVED -

That the commencement of an open tender process for the procurement of local bus contracts be approved.

**PC32 INVITATION TO TENDER – REPLACEMENT COMMUNAL HEATING SYSTEM AT BELLFOUNDER HOUSE (REF: CU2492)**

The Committee considered inviting tenders for the Replacement Communal Heating System at Bellfounder House, Bradwell.

The Committee heard from Councillor O'Neill, the responsible Cabinet member for Housing and Regeneration, who indicated that the Combined Heat and Power heating system had been installed successfully in a number of other sheltered housing schemes within Milton Keynes, and had proven to be more economic to run whilst meeting Milton Keynes low carbon and renewable energy measures.

It was reported that tenderers would be invited to provide details of any additional benefits to the Borough as part of meeting the Public Services (Social Value) Act 2012.

RESOLVED -

That the commencement of a single stage tender process for the procurement of a replacement communal heating system for Bellfounder House be approved.

**PC33**

**CHANGE OF PROCUREMENT APPROACH – ELECTRONIC PAYMENT SERVICE (REF: CU2433)**

The Committee considered inviting tenders for the Change of procurement approach for the Electronic Payment Service.

The Committee heard from Councillor O'Neill, the responsible Cabinet member for Housing and Regeneration, who indicated that the contract would allow easier and additional payment options for residents and clients to the Council. Methods of payment could be enhanced by using technology and a range of payment networks located at convenient payment access points locally and nationwide.

It was reported that the contract would accommodate the new Universal Credit payments.

The Committee heard that tenderers would be invited to provide details of any added value services for Milton Keynes community to meet aspects of the Public Services (Social Value) Act 2012.

RESOLVED -

That an agreement for a direct call off from a single supplier framework for the procurement of Electronic Payment Service be approved for a term of three years with an option to extend by one year.

**PC34**

**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 the Authority) of Part 1 of Schedule 12A of the Local Government Act 1972, in order that the Committee may consider the Annexes to the following reports:

- (a) Benefits Realisation Plan for Procurement 2015/16.
- (b) Award of Contract – Microsoft Server & Cloud Enrolment SQL Subscription (Ref: CU2458).

- (c) Award of Contract – Advocacy, Independent Visitor Services & Return Interviews for Looked After & Vulnerable Children & Young People (Ref: CU2453).

**PC35 BENEFITS REALISATION PLAN FOR PROCUREMENT 2015/16**

RESOLVED -

That consideration of the item be deferred to a future meeting of Procurement and Commissioning.

**PC36 AWARD OF CONTRACT - MICROSOFT SERVER & CLOUD ENROLMENT SQL SUBSCRIPTION (REF: CU2458)**

The Committee considered the award of a contract for Microsoft Server and Cloud Enrolment SQL Subscription.

The Committee heard from Councillor Middleton, the responsible Cabinet member for Resources and Commercialism, who indicated that a period of market engagement had been undertaken to provide the Council with a better understanding of the changing Licensing model from Microsoft. The new subscription would also provide the Council with the right to upgrade to latter versions of the SQL software when required.

Councillor Clifton reported that in this highly competitive and mature IT market, the Council would make savings of £7,348 per annum on this 3 year contract. However, he indicated the Council might take some caution in the future in respect of the lock-in period and costs for this type of contract.

RESOLVED -

That the contract for the purchase and maintenance of a Microsoft Server and Cloud Enrolment SQL subscription be awarded to the tenderer who has scored the highest in accordance with the Most Economically Advantageous Tender evaluation.

**PC37 AWARD OF CONTRACT – ADVOCACY, INDEPENDENT VISITOR SERVICES AND RETURN INTERVIEWS FOR LOOKED AFTER AND VULNERABLE CHILDREN AND YOUNG PEOPLE (REF: CU2453)**

RESOLVED -

That consideration of the item be deferred to a future meeting of Procurement and Commissioning.

THE CHAIR CLOSED THE MEETING AT 5.55 PM