

Leader Decision Making Session

Agenda

Thursday 22 July 2010

A Leader Decision Making Session will be held at Shire Hall, Warwick on **Thursday 22 July 2010 at 12.00 noon.**

The agenda will be:

1. General

(1) Members' Disclosures of Personal and Prejudicial Interests.

Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the item (or as soon as the interest becomes apparent). If that interest is a prejudicial interest the Member must withdraw from the room unless one of the exceptions applies.

Membership of a district or borough council is classed as a personal interest under the Code of Conduct. A Member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration.

(2) Minutes of the meeting held on 29 June 2010

2. Tender for the Servicing of Gas Fired Products and Associated Heating Systems

Report of the Strategic Director of Resources enclosed.

3. Any other items

Any other items that the decision maker considers is urgent.

4. Exempt item for consideration in private session

To consider passing the following resolution:

'That members of the public be excluded from the meeting for the items mentioned below on the grounds that their presence would involve the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972'

The public reports referred to are available on the Warwickshire Web
www.warwickshire.gov.uk/committee-papers

5. Exempt extract of minutes of the meeting held on 29 June 2010

JIM GRAHAM
Chief Executive
Warwickshire County Council
July 2010

Councillor Alan Farnell (Leader of the Council and Chair of Cabinet)
cllrarnell@warwickshire.gov.uk

General Enquiries: Please contact Janet Purcell, Executive & Member Support Manager
Tel 01926 413716 or email: janetpurcell@warwickshire.gov.uk

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Minutes of Leader Decision Making Session held on 29 June 2010

Present: Councillor Alan Farnell (Decision maker)

Officer: Janet Purcell, Executive and Member Support Manager

1 General

(1) Members Declarations of Personal and Prejudicial Interests

None.

(2) Minutes of the meeting held on 25 June 2010

Resolved

That the minutes of the meeting held on 25 June be agreed as a correct record.

2. Tenders for Passenger Transport Services (Stratford Park and Ride)

Councillor Alan Farnell, Leader of the Council, considered a report of the Strategic Director for Environment and Economy that sought retrospective approval to the procurement process for tenders for two park and ride contracts serving Stratford Town. The report set out the passenger journeys per month since 2005 (which showed a growth in take up and increase in revenue) as well as the cost performance against expenditure which indicated a subsidy requirement for 2009/10 of £234,042 and projected subsidy for 2011/12 of £209,139.

The tender process was undertaken in accordance with Council's Standing Orders and procurement procedures. The arrangements separate responsibility for site management (to be with WCC at £66,480 per annum) from bus operations and will provide benefits including control over the site in preparation for Stratford Parkway Rail Station which will share the site. The total combined value of the contracts is £2.9m with cost savings achieved by integrating Justin's Avenue into the Stratford Park and Ride/Service 222 route, so removing the need for an additional vehicle to be provided during peak times.

The Leader, in making his decision, noted the exempt (confidential) information concerning the tender submissions issued as a supplementary report on 25 June and referred to at minute 4 below. The full resolutions are set out in the exempt minutes.

Resolved

- (1) That the Leader approves the granting of retrospective approval for the procurement process in relation to the tender of the following contracts:
 - (i) TO/11128/11/10: Trinity Mead- Stratford Town centre-West Green Drive; and
 - (ii) TO/11129/P&R/10: Stratford Park and Ride/Stratford Town Centre – Justin’s Avenue.
- (2) That the Leader grants approval to proceed with awarding contracts which have a combined total value of £2.9m to secure the continued operation of the Stratford Park and Ride service.

3. Report Containing Exempt Information

Resolved

That members of the public be excluded from the meeting for the item mentioned below on the grounds that their presence would involve the disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

4. Supplementary Report - Tenders for Passenger Transport Services (Stratford Park and Ride).

The Leader considered a supplementary report that set out the details of the tenders submitted, before reaching the decision set out in the exempt minutes and summarised at minute 2 above.

5. Any other items

None.

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Leader

The meeting rose at 9:25 am

AGENDA MANAGEMENT SHEET

Name of Committee Leader Decision Making Session
Date of Committee 22 July 2010
Report Title Tender for the Servicing of Gas Fired Products and Associated Heating Systems – CMS Ref: 2878

Summary This report seeks approval from the Leader of the Council and stated Portfolio Holders to commence a procurement process for the above services.

For further information please contact:
 James Viggers Procurement Officer Tel: 01926 414 131 jamesviggers@warwickshire.gov.uk
 Frank Richards Engineering Manager Tel: 01926 452 365 frankrichards@warwickshire.gov.uk

Would the recommendation decision be contrary to the Budget and Policy Framework? [please identify relevant plan/budget provision]
 No.

Background papers None

CONSULTATION ALREADY UNDERTAKEN:- Details to be specified

- Other Committees
- Local Member(s) N/A
- Other Elected Members Cllrs Naylor and Roodhouse - for information
- Cabinet Members Cllr Farnell
Cllrs Saint, Hayfield and Wright – for information
- Chief Executive
- Legal Suzanne Burrell
- Finance David Clarke, Strategic Director, Resources – reporting officer
- Other Chief Officers
- District Councils Via the Warwickshire Property Officers Group. This group also includes representatives from the

local NHS Trust and Police, etc.

- Health Authority As Above.....
- Police As above.....
- Other Bodies/Individuals

FINAL DECISION Yes

SUGGESTED NEXT STEPS:

Details to be specified

- Further consideration by this Committee
- To Council
- To Cabinet
- To an O & S Committee
- To an Area Committee
- Further Consultation

Leader Decision Making Session - 22 July 2010.

**Tender for the Servicing of Gas Fired Products and
Associated Heating Systems – CMS Ref: 2878**

Report of the Strategic Director, Resources

Recommendations

1. That the Leader approves proceeding with a tender for the provision of Servicing of Gas Fired Products and Associated Heating Systems with a new contract to commence 1st April 2011
2. That the Leader approves and authorises the Strategic Director of Resources to enter into all relevant contracts for the provision of Servicing of Gas Fired Products and Associated Heating Systems on terms and conditions acceptable to the Strategic Director of Customers Workforce and Governance.

1. Background

- 1.1 The Maintenance and Projects Group within Property Services are responsible for carrying out and managing multiple contracts for the maintenance and improvement of the Council's building stock. Contracts that primarily focus on servicing building systems such as heating and boiler controls, lifts and installed security systems fall within this area under the heading of Service Contracts. There are over forty contracts under the Service Contracts title with an aggregate annual value of £8 million.
- 1.2 The Strategic Procurement Unit has been working with Property Services to develop a more effective procurement strategy for the management of these service contracts going forward. Following a period of detailed spend analysis, the first action was to group related and similar service contracts to bring forty contracts down to a more manageable number. This action identified the possibility of lowering the total number of contracts to be let and managed to under twenty.
- 1.3 The Council has legal and health and safety obligations to meet as landlord of its building stock. Many items such as lifts and heating systems require periodic maintenance services.

2. This Procurement Exercise

- 2.1 The procurement exercise under consideration is for a new contract arrangement. This procurement plans to amalgamate five existing contracts which are all currently tendered and managed separately:

Contract Title	Contract Value
(i) Servicing and Maintenance of Oil & Gas Direct Fired Heaters	£61K
(ii) Servicing and Maintenance of Oil & Gas Fired Burners	£1.5M
(iii) Servicing and Maintenance of Overhead Radiant Heaters	£59K
(iv) Servicing and Maintenance of Heating Pressurisation Sets	£125K
(v) Servicing and Maintenance of Central Heating Systems	125K

- 2.2 The intention is to create a single Framework contract broken down into lots as detailed in point (I) to (V) above but with the option for providers to offer price benefits based on being awarded some or all of the 5 available Lots.
- 2.3 In addition to the potential price benefits, our expectation is that the potentially bigger work package will attract more tenderers to compete for this work and this more competitive environment may encourage new innovative responses.

3. Collaboration

- 3.1 The framework contract will be used to provide services for Warwickshire County Council as a landlord and to its clients where they choose to use the Maintenance and Projects Group to spend their own funding. The framework contract will also be open for use by Coventry, Solihull and Warwickshire Property Officers Group (current members include North Warwickshire Borough Council, Nuneaton and Bedworth Borough Council, Stratford on Avon District Council, Warwick District Council, Rugby Borough Council, Coventry City Council, Solihull MBC, Warwickshire Police, Warwickshire Primary Care Trust, Coventry and Warwickshire NHS Trust and Warwickshire County Council) and any subsequent members.

4. Conclusion

- 4.1 This procurement is the first step to delivering a more strategic procurement approach to the service and maintenance contracts that Property Services need to award to effectively maintain the Council's building stock. This contract offers the opportunity, not only to re-test the market but also to secure more attractive pricing, reduce the procurement costs associated with running several contracts and supports the sub-regional procurement agenda.

DAVID CLARKE
Strategic Director, Resources
Shire Hall
Warwick
07 July 2010