

CONTRACT SCRUTINY PANEL AGENDA



Monday, 28 July 2008

at 10.00 am

in Committee Room B

MEMBERS: CONTRACT SCRUTINY PANEL:

Councillors Aiken, Atkinson, Laffey, Wallace, Wistow

1. **APOLOGIES FOR ABSENCE**
2. **TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
3. **MINUTES**
 - 3.1 To confirm the minutes of the meeting held on 14 July 2008
4. **ITEMS FOR INFORMATION**
 - 4.1 Results of Tender for Financial Advisory Services Building Schools for the Future (BSF) - *Director of Children's Services*
5. **ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**
6. **LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006**

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006

7. OPENING OF TENDERS

- 7.1 Provision of Modular Classroom Units at Catcote School and English Martyrs School – *Quantity Surveyor Team Leader*
- 7.2 Passenger Transport – Consultant – *Integrated Transport Unit Manager*

8. ITEMS REQUIRING DECISION/INFORMATION

- 8.1 Contract for the Provision of Direct Payment Support Services - *Principal Commissioning Manager, Adult & Community Services Department*

8. ANY OTHER CONFIDENTIAL ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

CONTRACT SCRUTINY PANEL
28 July 2008



Report of: Director of Children's Services

Subject: Results of Tender for Financial Advisory
Services Building Schools for the Future (BSF)

1. PURPOSE OF REPORT

To inform members of the panel of the decision made regarding the appointment of Financial Advisor for the Building School for the Future (BSF) Programme.

2. BACKGROUND

- 2.1 Invitations to tender were issued to the 7 companies listed on the Partnerships for Schools Financial Services Framework. The tender documentation outlined the support required from external Financial Advisors in facilitating work with schools and the Local Authority in completing the Building Schools for the Future (BSF) programme.
- 2.2 3 tender submissions were received in total on 30th May 2008 and were opened and recorded by the Contract Scrutiny Panel at its meeting on 2nd June .

3. PROPOSALS

- 3.1 A decision was made to interview all three candidates.
- 3.2 A panel to score, interview and appoint the consultants was established consisting of members of the BSF Team and Extended Project Team. Additional guidance was provided by Peter Hodge, Adviser for Partnerships for Schools
- 3.3 Interviews of Grant Thornton UK LLP, BDO Stoy Hayward and Ernst & Young LLP were held on 8th July, following which the decision was made to award the contract to BDO Stoy Hayward. The overall

scoring was based on the written submission (60%) and the presentation/interview process (40%).

4. RECOMMENDATIONS

That members of the panel note the decision to select BDO Stoy Hayward as Financial Advisors until completion of the BSF programme.

5. CONTACT OFFICER

Robert Smith
Project Officer Schools Transformation Team
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Scoring Matrix

	Written Submission (0-60pts)	Presentation/ Interview (0-40pts)	Total
BDO Stoy Hayward	48	32	80
Grant Thornton	45	30	75
Ernst & Young	45	28	73

CONTRACT SCRUTINY PANEL

MINUTES AND DECISION RECORD

14 July 2008

The meeting commenced at 10.00 a.m. in the Civic Centre, Hartlepool

PRESENT: Councillor Laffey (In the Chair);
Councillors Aiken and Atkinson

OFFICERS: Terry Maley, Commissioning and Contracts Manager
Chris Walker, Senior Legal Assistant
Sarah Bird, Democratic Services Officer

21. Apologies for Absence

Councillor Wistow

22. Declarations of Interest

There were no declarations of interest.

23. Minutes

The minutes of the meeting held on 30 June 2008 were approved as an accurate record.

24. Contract Deadlines *(Head of Procurement, Property and Public Protection)*

The report was presented in order to consider the current deadline of a 12 noon return of tenders.

At the Panel's meeting of 19 May 2008 Members had suggested that as a number of tenders were received after the 12 noon deadline, a revised time of 1.30 pm may be more appropriate and this has been discussed with a variety of procuring officers across the Council and with the Democratic Services Staff.

There is no reference in the current Constitution which determines when tenders have to be received and nor is there anything specified in procurement guidance, therefore Procuring Officers decide on the time and date best suited to their particular circumstances and need. It is general custom for the tender return time and date to be set at 12 noon on a Friday and this gives Democratic Services the whole of the afternoon to gather the tenders and prepare them for opening at the Contract Scrutiny

Panel at 10.00 am the following Monday.

It is the responsibility of the Tenderers to ensure that their tender submissions are submitted on time, and not the responsibility of the Council. The Royal Mail also offers a guaranteed delivery time of 9.00 am which could be used.

Members agreed with the continuation of the current practice that tenders should be received by 12 noon on the Friday prior to the Contract Scrutiny meeting as it was the responsibility of the tenderers to ensure that tenders were received on time as there were various options available for them to submit tenders, not merely the Royal Mail.

Decision

The deadline for return of tenders should not be altered.

25. Local Government Access to Information

Under Section 100 (A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of the Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information)(Variation) order 2006.

Minute 26 – Contract for the future provision of Independent Foster Placements (CRF 179) (para 3 information relating to the financial or business affairs of any particular person (including the Authority holding that information))

26. Contract for the future provision of Independent Foster Placements (CRF 179) *(Director of Children's Services)*

Members were informed of the results of the tender evaluation relating to the creation of a preferred provider partnership for the future provision of independent foster placements.

The meeting concluded at 10.25 am

CHAIRMAN