

Notes of an informal joint meeting between Cabinet members of South Oxfordshire District Council and Vale of White Horse District Council



Listening Learning Leading

**Friday 21 October 2011 after the formal
meetings of the two councils at 10am**



**Held at Vale of White Horse District
Council's offices**

Councillor Matthew Barber was elected as chairman of this informal joint meeting. The purpose of this meeting was to allow Cabinet members from the two councils to question officers on the proposal to establish a framework agreement for grounds maintenance services and appoint a contractor to supply grounds maintenance services to the two councils.

South Oxfordshire's Cabinet member responsible for this service recommended that the Cabinet adopted the recommendations to establish a framework agreement to provide grounds maintenance services and appoint supplier eight to a joint contract for the two councils for a five-year period, with an option to extend the contract for a further three years. Although, South Oxfordshire was the smaller partner in the joint contract as it had less open space, he believed that the framework had the ability to drive down costs for both councils and was a sound proposal. He had no reason not to recommend the contractor ranked first.

The Vale of White Horse Cabinet member responsible for this service agreed with South Oxfordshire's Cabinet member. He had researched this matter and recommended the Cabinet adopted the recommendations. He agreed that the framework had the ability to drive down costs for both councils. The preferred contractor had maximised its resources and would be in the best position to deliver this contract.

In answer to questions from Cabinet members, the head of corporate strategy reported that tender analysis had been carried out by two experienced officers and the procurement hub officer at Oxford City Council. The officers had consulted the parks officer and had taken legal advice. The Cabinet at South Oxfordshire and the then Executive at the Vale had approved the contract specification and tender evaluation process in March 2011. Cabinet members noted that the two councils would use the same contractor to provide grounds maintenance services. The preferred contractor had scored best in the tender evaluation and had experience in providing grounds maintenance services. However, by establishing a framework agreement, other councils could use this to source grounds maintenance services without the need to go through a full tendering process. These councils would then directly negotiate with the supplier on specification, quality, and price.

The chairman closed the joint informal meeting to allow each council's Cabinet to consider the recommendations.