

# **CONTRACT SCRUTINY PANEL AGENDA**



**Monday, 6 October 2008**

**at 10.00 am**

**in Committee Room A**

MEMBERS: CONTRACT SCRUTINY PANEL:

Councillors Allison, Barker, Fleet, Griffin and Laffey (Chair)

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 22 September 2008
4. **ITEMS FOR INFORMATION**

No items.
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. TENDERS TO BE OPENED**

- 7.1 Highways Resurfacing (Ref 151) – *Senior Projects Officer*
- 7.2 Installation of Toucan Crossing (A179 Tall Ships Roundabout) – *Senior Projects Officer*

**8. ITEMS FOR INFORMATION**

- 8.1 Contract for the Provision of an Emergency, Home Based Respite Support Service for Carers (Para 3)– *Contracts Officer*

**9. ANY OTHER CONFIDENTIAL ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**

## **CONTRACT SCRUTINY PANEL**

### **MINUTES AND DECISION RECORD**

22 September 2008

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

- PRESENT:** Councillor Pauline Laffey (In the Chair);  
Councillors Caroline Barker, Mary Fleet and Sheila Griffin
- OFFICERS:** Dave Thompson, Principal Engineer (Environmental Issues)  
Dennis Hancock, Senior Engineer (Environmental Issues)  
Chris Walker, Senior Legal Assistant  
Sarah Bird, Democratic Services Officer

#### **49. Apologies for Absence**

Councillor Steve Allison

#### **50. Declarations of Interest**

None.

#### **51. Minutes of the Meeting held on 8 September 2008**

These were agreed to be an accurate record.

#### **52. Tender Packs**

The Chair said that it had been brought to her attention that some firms who were submitting tenders had commented that the tender packs were not easily completed prior to submission. The Chair suggested that details could be included in the tender packs to inform tenderers that an Officer would be available to offer advice on completion of the form. The Principal Engineer (Environmental Issues) stated that his department was willing to give advice if approached by firms thinking of submitting a tender. The Chair asked that her concerns be passed onto the Head of Procurement, Property & Public Protection.

#### **53. 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 54 – Town Wall Model Study and Project Appraisal Report (Contract Reference 234) (para 3 information relating to the financial or business affairs of any particular person (including the Authority holding that information))

**54. Town Wall Model Study and Project Appraisal Report (Contract Reference 234) - Principal Engineer (Environmental Issues)**

Two tenders had been received in respect of this contract which were opened in the presence of the Panel.

**Decision**

The Panel noted the receipt of the tenders.

The meeting concluded at 10.15 am.

P LAFHEY

CHAIR