

FINANCE AND PROCUREMENT PORTFOLIO DECISION RECORD

9 September 2010

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

Present:

Councillor Robbie Payne (Finance and Procurement Portfolio Holder)

Officers: Graham Frankland, Assistant Director (Resources)
Ian Merritt, Head of Commissioning and Children's Trust
Dale Clark, Estates and Assets Manager
Peter Morgan, Senior Commissioning Officer
Sarah Bird, Democratic Services Officer

16. Development of E-Procurement – Assistant Director (Resources)

Type of Decision

Non key.

Purpose of Report

To inform the Portfolio Holder of a potential development for electronic (e) procurement and seek approval to explore the purchase of an appropriate system.

Issues for consideration by the Portfolio Holder

The Council has been seeking to develop its e-procurement systems in order to achieve efficiencies through streamlining processes. An increase in the tender thresholds was being considered in a revision of Contract Procedure Rules and to support this, it would be necessary to introduce robust processes to support the quotation gathering activity which occurs for this level of procurement. Information Technology based solutions are available and this would provide an opportunity to support local businesses more effectively than can be achieved currently. By increasing the amount of purchasing via quotation there would be a reduction in the number of tenders requiring more complex documentation and processes which sometimes are an obstacle for small and medium sized businesses and the third sector.

The report detailed the benefits of using an e-procurement system including a facility to compile a database of approved suppliers for the Authority to use and also a facility to distinguish between local and non local suppliers.

Cost implications were outlined in the report and these could be funded initially from the existing departmental budget and any ongoing costs from additional savings expected from improved procurement as a result of increased collaborative projects.

The Portfolio Holder and the Strategic Procurement Manager had visited a neighbouring Authority currently using such a system and could see the benefits of this Authority utilising an e-procurement system. It was established that this system would be secure in order that individuals could not tamper with tenders or quotations until such time that all tenders and quotations had been received.

The Portfolio asked whether the system could be adapted so that two local suppliers could be included on lists of approved contractors and suppliers and was assured that this could be done. He asked that training be undertaken with local suppliers to encourage them to submit quotations and tenders for work and supplies. A further benefit of an e-procurement system was that this could link similar contracts/supplies highlighting whether the total amount spent on these across different departments would be subject to the Contract Procedure Rules.

Decision

The Portfolio Holder:-

- approved the exploration of the purchase of a system to develop e-procurement.
- Asked that any contracts or supplies not arranged using this system would not be honoured.

17. Local Government (Access to Information) (Variation) Order 2006

Under Section 100 (A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items 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 18 – Release of Restrictive Covenant at Mainsforth Terrace, Hartlepool – this item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information)(Variation)Order 2006) namely (para 3), information relating to the financial and business affairs of any particular person (including the authority holding that information).

Minute 19 – 43 Thornbury Close, Hartlepool – this item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information)(Variation)Order 2006)

namely (para 3), information relating to the financial and business affairs of any particular person (including the authority holding that information).

Minute 20 – Land At Wells Street, Headland, Hartlepool – this item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information)(Variation)Order 2006) namely (para 3), information relating to the financial and business affairs of any particular person (including the authority holding that information).

Minute 21 – Endeavour Housing Association – this item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information)(Variation)Order 2006) namely (para 3), information relating to the financial and business affairs of any particular person (including the authority holding that information).

18. Release of Restrictive Covenant at Mainsforth Terrace, Hartlepool (Para 3) – Assistant Director (Resources)

Type of Decision

Non key.

Purpose of Report

To seek Portfolio Holder approval to discharge the restrictive covenant at Mainsforth Terrace subject to the terms agreed.

Issues for Consideration by Portfolio Holder

The report set out the history of the land at Mainsforth Terrace and outlined the terms that had been agreed with the owner.

Decision

This was set out in the exempt section of the minutes.

19. 43 Thornbury Close, Hartlepool (Para 3) – Head of Commissioning and Children's Trust

Type of Decision

Non key.

Purpose of Report

To advise the Portfolio Holder for Finance and Procurement of the intention of the Child and Adult Services Department to enter into a tenancy agreement for the provision of delivering respite care.

Issues for Consideration by Portfolio Holder

The report provided information on the proposed contractual arrangement and the financial impact of the provision of the scheme.

Decision

This was contained in the exempt section of the minutes.

20. Land at Wells Street, Headland, Hartlepool (Para 3)– *Estates and Assets Manager*

Type of Decision

Non key.

Purpose of Report

To confirm the Portfolio Holder's agreement to proposals to resolve outstanding issues.

Issues for Consideration by Portfolio Holder

The report outlined the background of the case and potential approaches open to the Council.

Decision

This was outlined in the exempt section of the minutes.

21. Endeavour Housing Association: Campus Re-provision (Para 3) – *Senior Commissioning Officer*

Type of Decision

Non key.

Purpose of Report

To inform the Portfolio of the intention to enter into contractual agreement with Endeavour Housing Association to acquire and develop properties for Service Users who were previously resident in accommodation owned and run by the National Health Service.

Issues for Consideration by the Portfolio Holder

The report provided information on the proposed arrangements and the financial impact of the provision of the scheme.

Decision

This was outlined in the exempt section of the minutes.

The meeting concluded at 10.23 am

P J DEVLIN

CHIEF SOLICITOR

PUBLICATION DATE:

CONFIRMED BY PORTFOLIO HOLDER

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DATE:-