

FINANCE AND PROCUREMENT PORTFOLIO DECISION RECORD

2 December 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)
Alyson Carman, Legal Services Manager
John Morton, Assistant Chief Finance and Customer Services Officer
Patrick Wilson, Employment Development Officer
Philip Timmins, Principal Estates Surveyor
Peter Turner, Performance and Consultation Manager
Sarah Bird, Democratic Services Officer

33. Bid for External Funding to Increase the Number of Young People (Aged 14 – 19) Accessing Education, Employment and Training – Assistant Director (Resources)

Type of Decision

Non key.

Purpose of Report

To seek confirmation of the Portfolio Holder's prior approval of an exception to the Council's Contract Procedure Rules in respect of the sub contracting arrangements pertaining to a Council bid for external funding.

Issues for Consideration by Portfolio Holder

Hartlepool Borough Council had been invited to tender for external funding to increase the number of young people (aged 14 – 19) accessing education, employment and training. The Council was to bid in partnership with 18 local providers including all secondary schools, Hartlepool College and voluntary groups with a track record of tackling young people not in education, employment or training to maximise the

strength of the bid.

If successful, the tender could result in approximately £600,000 of external funding being allocated to the Council thereby assisting the Authority's 'Going Forward' project which currently targeted 400 young people.

The report sought confirmation of the Portfolio Holder's approval to grant an exception to the Council's Contract Procedure Rules in relation to the selection of the partners to be named in the tender submission and any future allocation of funding in respect of this project.

The report also detailed the measures that had been taken by the Corporate Procurement Team to ensure a level of competition and the transparency consistent with the nature and value of the project.

The Portfolio Holder was advised that national private providers would also be tendering for the funding and could deliver services across the whole of the north east.

The Portfolio Holder queried how much of the funding would actually be channelled towards partners who would provide services and was informed that £170,000 of the funding, if approved, would be used for the management costs of the project. This would be match funded by the Authority for a contracts officer and administrator in order to create a skilled team. It was envisaged that there would be over £2,000 available to support each young person.

The Portfolio Holder observed that whether or not the bid was successful would be a test on the strength of the Government's localism agenda.

Decision

The Portfolio Holder:-

- Confirmed the authorisation of an exception to the Contract Procedure Rules in relation to the selection of sub-contractors to support a council bid for external funding
- Noted the measures taken within a tight timescale to ensure a competitive, transparent and auditable procurement process.

34. Collaborative Procurement of Insurance Covers – Assistant Director (Resources) and Chief Customer and Workforce Services Officer

Type of Decision

Non key.

Purpose of Report

To seek approval to participate in a collaborative tender exercise with Redcar and Cleveland Borough Council for the procurement of insurance covers.

Issues for consideration by Portfolio Holder

The two councils have a number of insurance contracts scheduled to terminate in July 2011. Recent insurance industry articles had suggested that by consolidating procurement arrangements across Authorities, savings may be made. The report detailed the arrangements which would be made.

It was clarified that a broker would be used to advise and support the process as this should ensure that the Authorities gained access to the best packages and prices. Although each Authority's risks would be taken into consideration independently the joint approach may offer the opportunity for an additional discount. The process would be transparent.

It was clarified for the Portfolio Holder that if it proved that Hartlepool could generate greater discounts on its own then that route would be taken. He was advised that the council's previous tender exercise in relation to insurance had produced savings of about £200,000.

The Portfolio Holder was informed that Redcar and Cleveland Borough Council had been chosen to collaborate with as they had insurance contracts which terminated at the same time as this Authority.

Decision

The Portfolio Holder approved the participation of Hartlepool Borough Council in the collaborative exercise for insurance with Redcar and Cleveland Borough Council

35. Store 200 Middleton Grange Shopping Centre – Hartlepool Access Group/Shopmobility – Assistant Director (Resources)

Type of Decision

Non key.

Purpose of Report

To seek approval to take a lease of a storage unit and to sublet to Hartlepool Access Group trading as Shopmobility.

Issues for consideration by Portfolio Holder

The current storage of mobility scooters was not in close proximity to the Shopmobility store and therefore it was proposed that the Hartlepool Access Group lease Store 200 to rectify this. The terms and conditions of the contract were outlined in the confidential Appendix 1 of the report (Information relating to the financial or business affairs of any particular person (including the authority holding that information (Para 3).

There was no cost to the Council as Shopmobility would cover the cost of legal and surveying work.

The Portfolio Holder suggested that the Authority offer to undertake the basic improvement work to the store.

Decision

The Portfolio Holder approved that the lease was taken from PPG Metro on the terms outlined in the report and sublet to Hartlepool Access Group.

36. Chief Executive's Departmental Plan 2010/11 – 2nd Quarter Monitoring Report – *Chief Finance Officer and Chief Solicitor*

Type of Decision

Non key.

Purpose of Report

To inform the Portfolio Holder of the achievements made against the Chief Executive's Departmental Plan for 2010/11 for the 6 month period ending 30 September 2010.

Issues for Consideration

The progress made against the actions contained in the Chief Executive's Departmental Plan 2010/11 that are the responsibility of the Finance Division and the Legal Services Division.

The Portfolio Holder was informed that most key actions had either been achieved or were on target to be achieved. Reference was made to the Finance Division having reviewed its Treasury Management Arrangements and the Role of the Chief Finance Officer in response to national guidance. Legal Services Division had maintained its Lexcel accreditation confirming that it met all appropriate standards and implemented the Audit recommendation contained in 'Setting High

Standards’.

The Portfolio Holder queried the term ‘ acceptable progress’ by asking who deemed that progress was acceptable. He was informed that this was in the opinion of the officer who controlled the action and referred to an action which had not hit the target by the due date but was likely to be completed before the end of the next reporting quarter. Although reasons why the action was not completed on time were not contained in the report, the information was available to the Portfolio Holder should he wish it.

Decision

The Portfolio Holder noted progress on key actions and key performance indicators and current rating of risks.

The meeting concluded at 10.22 pm.

P J DEVLIN

CHIEF SOLICITOR

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