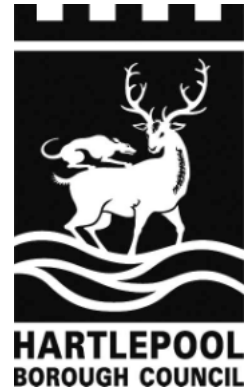


# **CONTRACT SCRUTINY COMMITTEE AGENDA**



**Monday, 28 February 2011**

**at 11.00 am**

**in Committee Room C,  
Civic Centre, Hartlepool**

**MEMBERS: CONTRACT SCRUTINY COMMITTEE:**

Councillors Aiken, Ingham, Lawton, London, Maness, Richardson, Simmons, Sutheran and Wells.

- 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<sup>th</sup> February 2011
- 4. ITEMS FOR INFORMATION**

No items.
- 5. ANY OTHER ITEMS WHICH THE CHAIR 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 Creation of Community Gardens on Central Estate (Ref 544) (Para 3) –  
*Procurement and Category Manager (Child and Adult Services)*
- 7.2 Seaton Carew Town Frontage Coast Protection Works (ref 549) (para 3) –  
*Engineering Consultancy Manager*

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

# **CONTRACT SCRUTINY COMMITTEE**

## **MINUTES AND DECISION RECORD**

14 February 2011

The meeting commenced at 11.00 a.m. in the Civic Centre, Hartlepool

**PRESENT:** Councillor Frances London (In the Chair);  
Councillors Trish Lawton, Sarah Maness, Carl Richardson,  
Chris Simmons and Ray Wells

**OFFICERS:** Karen Burke, Procurement Category Manager  
Terry Maley, Commissioning and Contracts Manager  
David Wilson, Engineering Consultancy Manager  
Albert Williams, Property Manager  
Dave Morton, Fleet Services Team Leader  
Sally Scott, Procurement Officer  
Chris Walker, Legal Assistant  
Jo Wilson, Democratic Services Officer

### **80. Apologies for Absence**

Apologies were submitted by Councillor Peter Ingham.

### **81. Declarations of Interest**

None

### **82. Minutes of the meeting held on 17<sup>th</sup> January 2011**

Approved

### **83. 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 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 84 – Seaton Carew Town Frontage Coast Protection Works (ref 549) - para 3 information relating to the financial or business affairs of any particular person (Including the Authority holding that information)

Minute 85 – Review of Energy Bills (ref 531) - para 3 information

relating to the financial or business affairs of any particular person (Including the Authority holding that information)

Minute 86 – The provision of face to face counselling services for the employees of Hartlepool Borough Council and Middlesbrough Borough Council (ref 469) - para 3 information relating to the financial or business affairs of any particular person (including the Authority holding that information)

Minute 87 – Provision of Vehicle Telematic and Tracking Systems (ref 552) - para 3 information relating to the financial or business affairs of any particular person (including the Authority holding that information)

**84. Seaton Carew Town Frontage Coast Protection Works (ref 549)** (Senior Projects Officer)

Four tenders had been received in respect of the above contract which were opened in the presence of the committee.

**Decision**

That the opening of the tenders be noted

**85. Review of Energy Bills (ref 531)** (Procurement Category Manager)

Eleven tenders had been received in respect of this contract and these were opened in the presence of the Committee using the 'e-procurement' system. The pricing documents for 3 of the tenders were opened at the meeting in a random selection.

**Decision**

That the opening of the tenders be noted

**86. The provision of face to face counselling services for the employees of Hartlepool Borough Council and Middlesbrough Borough Council (ref 469)** (Procurement Category Manager)

Five tenders had been received in respect of this contract and these were opened in the presence of the Committee using the 'e-procurement' system. The pricing documents for all of the tenders were opened at the meeting.

**Decision**

That the opening of the tenders be noted.

## **87. Provision of vehicle telematic and tracking systems (ref 552) (Procurement Category Manager)**

Two tenders had been received in respect of this contract and these were opened in the presence of the Committee using the 'e-procurement' system. The pricing documents for all of the tenders were opened at the meeting.

### **Decision**

That the opening of the tenders be noted.

The meeting concluded at 12 noon

CHAIR