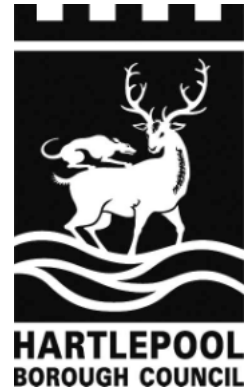


CONTRACT SCRUTINY COMMITTEE AGENDA



Monday, 28 March 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 28 February 2011
 - 3.2 To confirm the minutes of the meeting held on 14 March 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 Provision of furniture and equipment at Jesmond Gardens Primary School (Ref 550) (Para 3) – *Procurement and Category Manager (Child and Adult Services)*

7.2 Expressions of Interest for Development Sites in Seaton Carew (ref 551) (Para 3) – *Senior Regeneration Officer*

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

CONTRACT SCRUTINY COMMITTEE

MINUTES AND DECISION RECORD

28 February 2011

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

PRESENT: Councillors Peter Ingham, Trisha Lawton, Frances London, Sarah Maness, Carl Richardson, Chris Simmons and Ray Wells

OFFICERS: Terry Maley, Procurement and Category Manager
David Wilson, Engineering Consultancy Manager
Kate Watchorn, Commercial Solicitor
Jo Wilson, Democratic Services Officer

88. Appointment of Chair

In the absence of the Chair (who later joined the meeting) Councillor Chris Simmons was appointed as Chair.

89. Apologies for Absence

Apologies were submitted for Councillors Martyn Aiken and Lilian Sutheran.

90. Declarations of Interest

None

91. Minutes of the meeting held on 14th February 2011

Approved

Members requested that in future information relating to the geographical location of tenderers be included within the confidential minutes.

92 . 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 93 – Creation of Community Gardens on Central Estate (Ref 544) -

para 3 information relating to the financial or business affairs of any particular person (Including the Authority holding that information)

Minute 94 – 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)

93. Creation of Community Gardens on Central Estate (ref 544) (Procurement and Category Manager (Child and Adult Services))

The Commissioning and Contracts Manager advised that following the inclusion on this item on the agenda there had been a change of direction regarding the Council's approach to this project. Initially Groundworks had sourced external funding for this initiative and had asked the Council to undertake the procurement process and allocate the money. However since including the opening of these tenders on the agenda it had been decided that the Council would be interested in submitting a bid and would therefore be unable to lead on the procurement. There were therefore no tenders bid to open. Groundworks would now lead on the procurement and evaluation process. Members expressed their support for this.

Decision

That the report be noted

Councillor Frances London in the Chair

94. Seaton Carew Town Frontage Coast Protection Works (ref 549) (Engineering Consultancy Manager)

Members were advised that tenders for this contract had been opened at the previous meeting of the Committee. However it had subsequently been discovered that a required element had been missed from the previous contract and all tenderers had therefore been asked to resubmit their bids. The Engineering Consultancy Manager indicated that the same tenderers had been approached as previously and that all had been happy with the process and timescales.

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.

The meeting concluded at 11.20 am

CHAIR

CONTRACT SCRUTINY COMMITTEE

MINUTES AND DECISION RECORD

14 March 2011

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

PRESENT: Councillor Trisha Lawton

OFFICERS: Andy Golightly, Senior Regeneration Officer
Kate Watchorn, Commercial Solicitor
Jo Wilson, Democratic Services Officer

95. Apologies for Absence

Apologies were submitted by Councillors Carl Richardson, Chris Simmons and Lilian Sutheran.

96. Inquorate Meeting

In the absence of a quorum the meeting was abandoned.

CHAIR