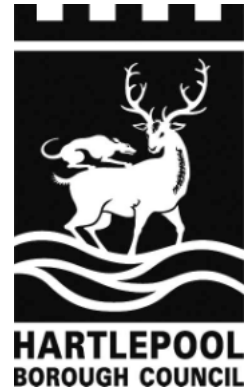


AUDIT SUB-COMMITTEE AGENDA



28th January 2013

at 3.00pm

in Committee Room C, Civic Centre, Hartlepool

MEMBERS: AUDIT SUB-COMMITTEE:

Councillors Ainslie, Dawkins and Shields

- 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 17th December 2012
- 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. ITEMS REQUIRING DECISION

8.1 Tender Record on Programme – *Assistant Director (Resources)*

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



AUDIT SUB-COMMITTEE

MINUTES AND DECISION RECORD

17 December 2012

The meeting commenced at 3.00 p.m. in the Civic Centre, Hartlepool

PRESENT: Councillor Jim Ainslie (Chair);
Councillors Keith Dawkins and Linda Shields

OFFICERS: Gemma Day, Principal Regeneration Officer
Kate McCusker, Commercial Solicitor
Ursula Larkin, Procurement Category Manager
Rachael White, Democratic Services Officer

64. Apologies for Absence

None.

65. Declarations of Interest

None.

66. Minutes of the meeting held on 5 November 2012

Confirmed.

67. Items for Information

Future Solutions Project – *Assistant Director (Regeneration and Planning)*

The Principal Regeneration Officer gave an outline of the process undertaken to procure the Furniture Solutions Project, in anticipation of presenting the bid submission(s) to the Committee. The scheme would facilitate the provision of affordable household items, both new and second hand, to families, particularly those in receipt of benefits.

The Council were looking for a community / voluntary sector organisation to operate the scheme which as a minimum would have two key strands:

- To provide credit at reasonable rates of interest to buy household items

- To offer new and good quality re-used essential white goods, furniture and furnishings at affordable process

The projected value of the project was under the threshold for tendering services. The Council was seeking written proposals from interested parties, via the Quick Quotes system of the NEPO (North East Procurement Organisation) portal, in compliance with the Council's Contract Procedure Rules.

The aim was to commence the scheme in January 2013 with the exact date to be agreed with the chosen provider. A report was scheduled to go to Cabinet on 7th January 2013 to feedback the outcome to the procurement process.

The Committee welcomed the report. The Chair queried whether any discussions had taken place with the Trading Standards team due to a conversation that had taken place with the Principal Trading Standards and Licensing Officer where interest had been expressed in relation to the project. The Principal Regeneration Officer advised that no consultations had taken place but would in the near future.

Decision

That the background to the project and the procurement process that had been undertaken be noted and the submission(s) presented be received.

68. Any Other Items which the Chairman Considers are Urgent

Tender Record and Forward on Programme – Assistant Director (Resources)

The report gave an overview of the tenders received for the Sale of Ward Jackson Park Lodge and for the Provision of Healthwatch Services and also the tenders that would be opened before the next meeting.

The Audit Sub-Committee noted the contents of the report.

The meeting concluded at 15.21pm

CHAIR