

AUDIT SUB-COMMITTEE AGENDA



25th February 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 11th February 2013
- 4. ITEMS FOR INFORMATION**

None
- 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. TENDERS TO BE OPENED

None.

8. ITEMS REQUIRING DECISION

None.

9. EXEMPT ITEMS FOR DISCUSSION / INFORMATION

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

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



AUDIT SUB-COMMITTEE

MINUTES AND DECISION RECORD

11th February 2013

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: Karen Burke, Procurement Category Manager
Kate McCusker, Commercial Solicitor
Rachael White, Democratic Services Officer

76. Apologies for Absence

None.

77. Declarations of Interest

None.

78. Minutes of the meeting held on 28th January 2012

Confirmed.

79. Any Other Items which the Chairman Considers are Urgent

None.

80. Local Government (Access to Information)

The Chairman ruled that the following items of business should be considered by the Committee as a matter of urgency in accordance with the provisions of Section 100(B) (4)(b) of the Local Government Act 1972 in order that the matter could be dealt with without delay.

Minute 81 – Tender Record Programme - 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 information relating to the financial or business affairs of any particular person (including the authority holding that information) – Para 3.

81. Tender Record Programme – (Assistant Director - Resources)

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 information relating to the financial or business affairs of any particular person (including the authority holding that information) – Para 3.

The report gave an overview of the tenders received for the Provision of a Young Carers Service. In response to a query from the Chair of the Committee, the Procurement Category Manager advised that only one tender had been received and this met the necessary criteria. The Officer advised that the provision would commence on the 1st April.

In response to a query, the Procurement Category Manager advised that under the heading 'Tenders due to be Opened Before Next Meeting' the date should be Friday 8th February not 11th February. Therefore there were no tenders to be opened before the next Audit Sub-Committee meeting.

Clarification was sought as to whether all Members of the Committee should be invited to the tender openings. The Commercial Solicitor advised the following in relation to the opening of electronic tenders and who should be present:

'The chair of the Audit Committee Sub-Committee or a nominee of the chair, at the chair's discretion'

Decision

That the contents of the report be noted.

82. Any Other Confidential Items which the Chairman Considers are Urgent

None.

The meeting concluded at 3.05pm.

CHAIR