

AUDIT SUB-COMMITTEE AGENDA



22 April 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 8 April 2013
- 4. ITEMS FOR INFORMATION**
 - 4.1 Tender Record Programme – *Assistant Director (Resources)*
- 5. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**



AUDIT SUB-COMMITTEE

MINUTES AND DECISION RECORD

8 April 2013

The meeting commenced at 2.40 p.m. in the Civic Centre, Hartlepool

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

OFFICERS: Chris Walker, Senior Legal Assistant
David Hart, Strategic Procurement Manager
Rachael White, Democratic Services Officer

90. Apologies for Absence

None.

91. Declarations of Interest

None.

92. Minutes of the meeting held on 25 February 2013

Confirmed.

In the relation to the previous meeting, the Chair raised the query regarding the purpose of the Refuse Collection Vehicles tender that was opened on the 1st March 2013 and why the vehicles were not included in the Kerbside and Dry Recycling contract. The Strategic Procurement Manager advised that Refuse Collection Vehicles tender was for vehicles for Hartlepool Borough Council's own refuse collection service and was not linked to the main recycling contract awarded in 2012.

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

The Strategic Procurement Manager gave an overview of the tenders received for Refuse Collection Vehicles, Seaton Coastal Protection Works Northern Management Phase 2 and the Partial Demolition of Brierton Community School (Bottom Site) and any allocations that had been made.

In relation to the tender for Adult Carers Service that was opened on the

5th April 2013, the Strategic Procurement Manager advised that five submissions had been made and it was thought that the contract could be awarded around the 29th April 2013.

Decision

That the contents of the report be noted.

94. Any Other Items which the Chairman Considers are Urgent

None.

The meeting concluded at 2.44pm.

CHAIR

AUDIT SUB-COMMITTEE

22 April 2013



Report of: Assistant Director (Resources)

Subject: TENDER RECORD PROGRAMME

A TENDERS OPENED

1. PROVISION OF ADULT CARERS SERVICE IN HARTLEPOOL – CRN 652

1.1 ATTENDEES AT TENDER OPENING

Date: 5TH April 2013

Location: Bryan Hanson House

Attendees: Ursula Larkin, Procurement Category Manager
Sally Scott, Procurement Officer

1.2 TENDER BACKGROUND

- 1.2** Hartlepool Borough Council, in collaboration with Hartlepool Primary Care Trust, seeks to commission an assessment, support, access to information and employment opportunities service to Adult Carers in Hartlepool.

The service will be available to all carers over the age of 18 years who provide care and support to adults who are ordinarily resident in the borough of Hartlepool, with the overall aim of enabling them to achieve a range of outcomes broadly identified nationally within 'Carers at the heart of 21st Century families and communities: a caring system on your side, a life of your own; and locally in 'Who Cares for Carers' - a multi agency strategy for carers in Hartlepool 2011-2016. In particular, this service will support and facilitate Carers to meet individual outcomes and achieve equal access to a life in relation to health, well being and employment.

Following the Pre Qualification Stage in which 6 submissions were received, the top 5 organisation were invited to the Invitation to Tender Stage.

1.3 TENDERS RECEIVED

1.3 Submissions were made by

Hartlepool Carers
Sanctuary Carr-Gomm (registered name Sanctuary Housing Association)
The Carers Federation
The George Hardwick Foundation
The Wilf Ward Family Trust

1.4 TENDER VALUES

1.4 The following values were submitted:

£449,998
£398,964
£449,200
£438,620
£597,081

1.5 CONTACT OFFICER:

1.5 Karen Burke, Procurement Category Manager

2. RECOMMENDATION

2.1 That the Committee note the contents of the report.

3. CONTACT OFFICER

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