

CONTRACT SCRUTINY PANEL AGENDA



Tuesday 8th May 2007

at 10.00 a.m .

**in Training Room 4,
Municipal Buildings,
Church Square, Hartlepool**

MEMBERS: CONTRACT SCRUTINY PANEL:

Councillors Fenwick, Fleet, Griffin, Lilley and Wright

- 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 23rd April 2007 (*attached*).
- 4. ITEMS FOR INFORMATION**

No items
- 5. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**
- 6. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

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) Act 1985

7. OPENING OF TENDERS

- 7.1 Opening of Tenders for Kerbside Recycling Collection Services (Ref 154) – *Head of Neighbourhood Management* (para 3)
- 7.2 Opening of Tenders for War Memorial, Victory Square (Ref 221) – *Building Consultancy Manager* (para 3)

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

ITEMS FOR INFORMATION

- i) **Date of Next Meeting Monday 21st May 2007 commencing at 10.00am in Training Room 2, Municipal Buildings**

CONTRACT SCRUTINY PANEL

MINUTES AND DECISION RECORD

23 April 2007

The meeting commenced at 10.00 a.m. in the Municipal Buildings, Hartlepool

PRESENT: Geoff Lilley (In the Chair);
Councillors Mary Fleet and Edna Wright

OFFICERS: David Hunt, Strategy and Performance Officer
David Cosgrove, Principal Democratic Services Officer

109. APOLOGIES FOR ABSENCE

Councillor Griffin.

110. DECLARATIONS OF INTEREST

None.

111. MINUTES OF THE MEETING HELD ON 10 APRIL 2007

Confirmed.

112. CORPORATE PERFORMANCE MANAGEMENT SOLUTION (*Assistant Chief Executive*)

As part of the recent Corporate Assessment inspection, the Audit Commission recognised that the Council had “good performance management” and there was a “strong performance management culture throughout the organisation”. However, it is acknowledged that the systems that facilitate the Council’s Performance Management arrangements are disjointed, with different systems used to monitor and report different aspects of performance management. It was agreed by Corporate Management Team in late 2006 that the time has now been reached when a new system should be introduced to bring together all of the Council’s performance management requirements.

Initial informal investigations have shown that there are a large number of potential suppliers in the marketplace. However, the Council does not have an approved contractors list that can be used. Therefore, it has been deemed necessary to invite initial expressions of interest to begin the selection process.

Organisations that are short-listed will be invited to tender for the contract. It is anticipated that tender returns will be available for opening at the panel meeting on 2 July 2007. As price and the quality of product were equally as important, it is proposed to conduct the tender exercise using a Price/Performance ratio of 50:50. The Performance Management Portfolio Holder was being asked to agree to this proposal at his meeting on 23 April 2007.

DECISION

That the progress to date on this contract be noted.

G LILLEY

CHAIRMAN