

Agenda

PROCUREMENT TASK & FINISH GROUP

Date: Thursday 11 November 2010
Time: 1.00 pm
Venue: Mezzanine Room 2, County Hall, Aylesbury

Agenda Item	Time	Page No
1 APOLOGIES AND CHANGES IN MEMBERSHIP	1.00pm	
2 DECLARATIONS OF INTEREST		
3 CHAIRMAN'S INTRODUCTION		
4 PRESENTATION BY GRAHAM COLLINS, COMMERCIAL MANAGER, FINANCE & COMMERCIAL SERVICES TEAM	1.05pm	1 - 20

Contributors:

- Graham Collins, Commercial Manager, Finance & Commercial Services Team
- Richard Ambrose, Head of Finance and Commercial Services
- Patricia Hook, Senior Procurement Manager, Finance & Commercial Services Team

Context: Graham will provide a 20 minute presentation on procurement followed by a question and answer session. The presentation will cover the following issues:

- definition of procurement and how it fits into the commissioning cycle;
- overview of procurement structures and activity at Buckinghamshire County Council;
- recent changes and progress in implementation of category management;



INVESTOR IN PEOPLE



- strengths and weaknesses of procurement practices in BCC; and
- future developments.

Purpose: To enable the effective scrutiny of future witnesses by providing members with an overview of current procurement activity at Buckinghamshire County Council.

Papers: Background papers on procurement are as follows:

- Procurement service model slide
- Contract Management Framework

5 SCOPE OF REVIEW 2.05pm 21 - 24

Context: The Overview and Scrutiny Committee agreed the outline scope for the Procurement Review on 19 October, which was circulated to Task and Finish group members on 27 October for comment.

Purpose: For members to agree the scope and witness programme.

Papers: Scoping document

6 KEY QUESTIONS

Purpose: For members to agree the key questions to put to witnesses.

7 DATE OF NEXT MEETING 4.00pm

The next meeting will take place on Tuesday 18 November 2010 in the Judges Lodgings, County Hall. The meeting will start at 1pm.

If you would like to attend a meeting, but need extra help to do so, for example because of a disability, please contact us as early as possible, so that we can try to put the right support in place.

*For further information please contact: Liz Wheaton on 01296 383856
Fax No 01296 382538, email: ewheaton@buckscc.gov.uk*

Members

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|----------------|-------------------|
| Mr D Anson MBE | Mr S Kennell |
| Mrs M Aston | Mr M Phillips (C) |
| Mr H Cadd | Ms J Puddefoot |
| Mrs L Clarke | Mr R Reed |
| Mrs M Clayton | Mr B Roberts |