

Agenda

PROCUREMENT TASK & FINISH GROUP

Date: Wednesday 24 November 2010
Time: 10.00 am (pre-meeting for Members at 9.45am)
Venue: Mezzanine Room 2, County Hall, Aylesbury

Agenda Item	Time	Page No
1 APOLOGIES FOR ABSENCE AND CHANGES IN MEMBERSHIP	10.00am	
2 DECLARATIONS OF INTEREST		
3 MINUTES The minutes of the meeting held on 11 November 2010 to be confirmed as a correct record.		1 - 8
4 NATIONAL CONTEXT OF PROCUREMENT	10.05am	9 - 10

Contributors:

- Andrew Culver, Head of Corporate Procurement, Communities and Local Government (CLG)
- Deborah Heenan, Deputy Director, Local Transformation, Improvement & Efficiency Support (LTIE)

Context: Andrew and Deborah will provide a 10 minute presentation on the national context of procurement, followed by a question and answer session.

Purpose: To enable members to gain an understanding of the national procurement context in terms of central government's direction of travel for local authorities; and practice elsewhere. This will enable members to consider the implications of the national procurement context for Buckinghamshire County Council.



INVESTOR IN PEOPLE



Papers: Pen portrait of Andrew Culver

5 PROCUREMENT AT SURREY COUNTY COUNCIL 11.05am 11 - 12

Contributors:

- Laura Langstaff, Procurement and Commercial Manager, Surrey County Council

Context: Laura will provide a 10 minute presentation, followed by a question and answer session. Surrey County Council has been invited to attend as its category management approach is at a more advanced stage than at Buckinghamshire County Council.

Purpose: To enable members to gain an understanding of procurement processes at Surrey County Council, with a view to considering learning for practice at Buckinghamshire County Council.

6 CONTRACT STANDING ORDERS 12.05pm 13 - 32

Contributors:

- Graham Collins, Commercial Manager, Finance & Commercial Services Team/or Caroline Wood, Procurement Manager (Performance Enhancement)

Purpose: To provide members with a brief update on the changes made to the contract standing orders as agreed by the Regulatory and Audit Committee on 18 November 2010.

Papers: Report to Regulatory and Audit Committee, *Changes to Contract Standing Orders*, 18 November 2010. The track changes reflect the proposed changes.

7 CHAIRMAN'S UPDATE ON REVIEW PROGRESS 12.20pm

Purpose: To update members on writing to organisations on their experiences of procurement; and future witnesses.

8 DATE OF NEXT MEETING

The next meeting will take place on Monday 13 December at 2pm in Mezz Room 1. **Please note – there will be a pre-meeting at 1.45pm to discuss lines of questioning.**

This is the final evidence session. Cora Carvey, Chief Executive of Community Impact Bucks will attend, followed by Frank Downes, Cabinet Member for Resources, alongside Gillian Hibberd, Strategic Director Resources.

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

Mr D Anson MBE
Mrs M Aston
Mr H Cadd
Mrs L Clarke
Mrs M Clayton

Mr S Kennell
Mr M Phillips (C)
Ms J Puddefoot
Mr R Reed
Mr B Roberts