



Procurement Sub-Committee

Date: TUESDAY, 24 JULY 2018
Time: 11.30 am
Venue: COMMITTEE ROOMS - COMMITTEE ROOMS

Members: Hugh Morris (Chairman)
Deputy Robert Merrett (Deputy Chairman)
Randall Anderson
John Fletcher
Michael Hudson
Deputy Clare James
Susan Pearson
Deputy Jamie Ingham Clark
Jeremy Mayhew

Enquiries: Emma Cunnington
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N.B. Part of this meeting may be subject to audio-visual recording.

**John Barradell
Town Clerk**

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **TERMS OF REFERENCE**
Report of the Town Clerk.

For Information
(Pages 1 - 2)

4. **RESOLUTION FROM PORT HEALTH AND ENVIRONMENTAL SERVICES COMMITTEE**
To consider a resolution from the Port Health and Environmental Services Committee from its meeting on 16 July 2018.

(TO FOLLOW)

For Information

5. **PRESENTATION - CITY PROCUREMENT OVERVIEW STRATEGY AND GOVERNANCE**
The Commercial Director to be heard.

For Discussion

6. **CITY PROCUREMENT SERVICES GUIDE**
Report of the Chamberlain

For Information
(Pages 3 - 6)

7. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
8. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
9. **EXCLUSION OF THE PUBLIC**
MOTION - That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

10. **CONTRACT FOR THE PROVISION OF THE CITY REVENUES CAPITA ONE REVENUES BILLING SYSTEM WAIVER REPORT**
Report of the Chamberlain.
- For Decision**
(Pages 7 - 14)
11. **CORPORATE SECURITY SERVICES - PROCUREMENT STAGE 1**
Report of the Chamberlain
- For Decision**
(Pages 15 - 20)
12. **CORPORATE LIFT MAINTENANCE SERVICES - PROCUREMENT STAGE 1**
Report of the Chamberlain.
- For Decision**
(Pages 21 - 26)
13. **NON-COMPLIANT WAIVER REPORT FOR APRIL - JUNE 2018**
Report of the Chamberlain
- For Information**
(Pages 27 - 30)
14. **CONTRACT MANAGEMENT CORPORATE SUPPLIER PERFORMANCE SCORECARD RESULTS FY 2017/18**
Report of the Chamberlain
- For Information**
(Pages 31 - 40)
15. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB-COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**