**YORKSHIRE PURCHASING ORGANISATION EXECUTIVE SUB-COMMITTEE**

**10th MARCH 2017**

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| **Present:** | | The Chair: Councillor Shaw (Wakefield)  Councillors - Walker (Wigan), Johnson (St Helens) Atkin (Rotherham), Mackenzie (North Yorkshire), Walker (Kirklees) |
| **19:** | **CHAIR’S INTRODUCTION & WELCOME** | |
|  | The Chair, Councillor Shaw, welcomed Members to the meeting. | |
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| **20:** | **APOLOGIES FOR ABSENCE** | |
|  | Apologies for absence submitted prior to the meeting were accepted on behalf of Councillors Morris (Bolton), Bryon (Knowsley), Whiteley (Bradford) and Mercer (York). | |
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| **21:** | **MINUTES – 11 NOVEMBER 2016** | |
|  | **Resolved –** That the Minutes of the meeting of the YPO Executive Sub-Committee held on 11th November 2016 be approved as a true and accurate record. | |
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| **22:** | **MEMBERS DECLARATION OF INTEREST** | |
|  | No declarations of interest were made. | |
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| **23:** | **URGENT ITEMS** | |
|  | No urgent items were discussed. | |
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| **24:** | **LEAD AUTHORITY ISSUES** | |
|  | No Lead Authority Issues were discussed. | |
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| **25:** | **CONTRACT STANDING ORDER AND FINANCIAL PROCEDURE RULES** | |
|  | The Managing Director presented the Standing Orders and Financial Procedure Rules.  The Contract Standing Orders and Financial Procedure Rules have been reviewed to ensure compliance with the current law. Members were advised of two changes to the document.  **Resolved:** (1)That the Executive Sub-Committee recommended the report to Management Committee for approval. | |
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| **26:** | **ASSOCIATE MEMBER PROPOSALS** | |
|  | A report was submitted detailing Associate Member applications for Devon County Council and London Borough of Westminster.  Both applicants are strategic customers that fall within YPO’s key target geographies in London and the South West.  **Resolved:** (1)That the Executive Sub-Committee recommended the report to Management Committee for approval. | |
| **27:** | **EARMARKED RESERVES SPEND** | |
|  | The Executive Director provided an update on the use of the Internal Investment Reserves and outlined the additional investments agreed for 2017.  **Resolved –** (1) That the Executive-Sub Committee note the reserves position as at 1st January 2017. | |
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| **28:** | **SOCIAL VALUE WORK** | |
|  | The Executive Director provided Members with an update on YPO’s progress on social value development and reporting.  The Social Value Act became law in January 2013, social value is core to YPO’s Procurement Services offering and YPO has made a commitment to ensure that this appropriately represented and measured within our own business transactions.  The report detailed that the two main delivery outputs for social value are; developing, measuring and reporting the YPO Social Value impact through our direct support agreements and ensuring our frameworks allow our customers to deliver social value through their supply requirements.  **Resolved –** (1) That the report be noted. | |
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| **29:** | **EXCLUSION OF THE PUBLIC AND PRESS** | |
|  | **Resolved –** That the public and press be excluded from the meeting during consideration of Agenda Items 12 to 13 on the grounds that they are likely to involve the disclosure of exempt information as described in Part 1 of Schedule 12A to the Local Government Act 1972 as amended. | |
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| **30:** | **PERFORMANCE REPORT (EXEMPT)** | |
|  | The Executive Director presented the report detailing the latest performance results for the Organisation.  The Executive Director explained that during 2017 we are focusing on growth in particular key markets where opportunities for growth have been identified.  Councillors asked for more detail and clarification around a number of points and were satisfied with the responses provided by Officers.  The Executive Director explained that a Dividend Distribution report is on the agenda for discussion at the Management Committee on 24th March, the Executive Director updated Members with some of the content of the report. It was shared that there are three options available to Members and detail of these will be contained in the report.  **Resolved –** (1)That the Performance Report be noted. | |
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| **31:** | **BUSINESS UPDATE (EXEMPT)** | |
|  | The Managing Director presented the Business Update which provided Members with an update on activities of the organisation since the last sub-committee and provided an overview on forthcoming activities and challenges.  **Resolved:** (1) That the Business Update be noted. | |
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| **32:** | **DATE AND TIME OF NEXT MEETING**  **Resolved – That the next meeting of the YPO Executive Sub Committee will be held on Friday 9th June 10.30am** | |
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