

## YORKSHIRE PURCHASING ORGANISATION EXECUTIVE SUB-COMMITTEE

16<sup>TH</sup> JUNE 2017

**Present:** The Chair: Councillor Walker (Wigan)  
Councillors: Mackenzie (North Yorkshire), Atkin (Rotherham),  
Johnson (St Helens), Mercer (City of York), Whiteley (Bradford).

<b>33:</b>	<b>CHAIR'S INTRODUCTION &amp; WELCOME</b>
	The Chair, Councillor Walker, welcomed Members to the meeting.
<b>34:</b>	<b>APOLOGIES FOR ABSENCE</b>
	Apologies for absence submitted prior to the meeting were accepted on behalf of Councillors Shaw (Wakefield) & Byron (Knowsley).
<b>35:</b>	<b>MEMBERS DECLARATION OF INTEREST</b>
	No declarations of interest were made.
<b>36:</b>	<b>URGENT ITEMS</b>
	No items were discussed.
<b>37:</b>	<b>MINUTES – 10 March 2017</b>
	<b>Resolved</b> – (1) That the Minutes of the meeting of the YPO Executive Sub-Committee held on 10 March 2017 be approved as a true and accurate record.
<b>38:</b>	<b>LEAD AUTHORITY ISSUES</b>
	No Lead Authority issues were discussed.
<b>39:</b>	<b>EXECUTIVE SUB COMMITTEE WORK PROGRAMME AND TERMS OF REFERENCE 2017/2018</b>
	A report of the Managing Director provided an overview of the work scheduled for Executive Sub-Committee for the 2017/18 cycle.  This report also proposed the Terms of Reference, Principal Agenda Items, 2017/18 Meeting Schedule and Training Schedule.  <b>Resolved</b> - (1) That the report be noted and submitted to the Annual General Meeting in June, proposing a debate at the Annual General Meeting regarding the Meeting Schedule.
<b>40:</b>	<b>ASSOCIATE MEMBER PROPOSALS</b>
	A report was submitted detailing applications for four new Associate memberships from: Allerdale Borough Council, Pendle Borough Council, London Borough of Camden and London Borough of Haringey.

	<p>Councillors asked for more detail and clarification around a number of points and were satisfied with the responses provided by Officers.</p> <p><b>Resolved</b> - (1) That the report was acknowledged and recommended to the Management Committee for approval.</p>
<b>41:</b>	<b>EXCLUSION OF THE PUBLIC AND PRESS</b>
	<p><b>Resolved</b> – That the public and press be excluded from the meeting during consideration of Agenda Items 10 to 12 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.</p>
<b>42:</b>	<b>FINANCIAL PERFORMANCE REPORT (EXEMPT)</b>
	<p>The Executive Director (Paul Smith) presented the report detailing the latest performance results for the Organisation.</p> <p>A verbal update was provided to Councillors on the performance of the organisation over the last month.</p> <p><b>Resolved</b> – (1) That the Performance Report be acknowledged and noted.</p> <p>(2) The Executive Director to review the credit checking process we currently follow in relation to accounts that have an existing credit account.</p>
<b>43:</b>	<b>ENERGY REVIEW (EXEMPT)</b>
	<p>The Executive Director (Procurement, Finance &amp; IT) presented the Energy Review report.</p> <p><b>Resolved</b> – (1) That the report was acknowledged and recommended to the Management Committee for approval.</p>
<b>44:</b>	<b>BUSINESS UPDATE (EXEMPT)</b>
	<p>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.</p> <p><b>Resolved</b> – (1) That the report be noted.</p>
<b>45:</b>	<b>DATE AND TIME OF NEXT MEETING</b>
	<p><b>Resolved</b> – That the next meeting of the YPO Executive Sub Committee is proposed for 11<sup>th</sup> November 2017 at 10.30am.</p>