

YORKSHIRE PURCHASING ORGANISATION EXECUTIVE SUB-COMMITTEE

11th NOVEMBER 2016

Present: The Chair: Councillor Shaw (Wakefield MDC)

Councillors – Councillor Walker (Wigan MBC), Mackenzie (North Yorkshire CC), Mercer (City of York), Atkin (Rotherham MBC), Whiteley (City of Bradford), Johnson (St Helen's MBC)

1:	CHAIR'S INTRODUCTION & WELCOME
	The Chair, Councillor Shaw, welcomed Members to the meeting.
2:	APOLOGIES FOR ABSENCE
	Apologies for absence submitted prior to the meeting were accepted on behalf of Councillor Morris (Bolton MBC).
3:	MINUTES – 10th JUNE 2016
	Resolved – That the Minutes of the meeting of the YPO Executive Sub-Committee held on 10 th June 2016 be approved as a true and accurate record.
4:	URGENT ITEMS
	No urgent items were discussed.
5:	MEMBERS DECLARATION OF INTEREST
	No declarations of interest were made.
6:	LEAD AUTHORITY ISSUES
	A review of the Lead Authority management arrangements is taking place. A sub group of Strategic Officers are reviewing the arrangements and further updates will be provided in due course. A verbal update was provided to Members in relation to Senior Remuneration.
7:	YPO PAY POLICY
	The Assistant Director HR & Logistics presented the YPO Pay Policy. The YPO Pay Policy is in line with the statutory requirements to comply with the 2011 Localism Act. Resolved: That the Executive Sub-Committee recommended the report to Management Committee for approval.
8:	ASSOCIATE MEMBER PROPOSALS
	A report was submitted detailing a new associate member application for Craven District Council.

	<p>Members were advised verbally of a further two applications that have been received and it was agreed that the detail of these applications would be added to the report for consideration at the Management Committee.</p> <p>Resolved: That the Executive Sub-Committee recommended the report to Management Committee for approval.</p>
9:	MEMBER AUTHORITY IMPACT ASSESSMENT PROCESS
	<p>The Executive Director presented a report detailing the Member Authority Impact Assessment Process.</p> <p>Councillor Mackenzie (North Yorkshire CC) shared his concerns in relation to the process. Councillor Johnson (St Helen's MBC) noted that St Helen's have similar concerns around this and would welcome further mitigation to be taken to the Management Committee.</p> <p>Resolved – That the Executive Director prepares further mitigation for the Management Committee to consider.</p>
10:	EXCLUSION OF THE PUBLIC AND PRESS
	<p>Resolved – That the public and press be excluded from the meeting during consideration of Agenda Items 11 to 17 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>
11:	YPO MARKET OVERVIEW (EXEMPT)
	<p>The Executive Director presented a report providing Members with an overview of the Education Market.</p> <p>The report provided Members with information on what is happening in the education market and what effect this is having for YPO's customers.</p> <p>Resolved - That the Executive Sub-Committee recommended the report to Management Committee for approval.</p>
12:	PERFORMANCE REPORT (EXEMPT)
	<p>The Executive Director presented the report detailing the latest performance results for the Organisation.</p> <p>Councillors asked for more detail and clarification around a number of points and were satisfied with the responses provided by Officers.</p> <p>Resolved – That the Performance Report be noted.</p>
13:	BUSINESS UPDATE (EXEMPT)

	<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>Resolved: That the Business Update be noted.</p>
14:	BUDGET AND BUSINESS PLANS 2017 (EXEMPT)
	<p>The Executive Director presented the Budget and Business Plans for 2017.</p> <p>The report and presentation was welcomed by Members.</p> <p>Resolved: That the Executive Sub-Committee recommended the report to Management Committee for approval.</p>
15:	STOCK LOSSES REPORT (EXEMPT)
	<p>Consideration was given to the Stock Losses Report which detailed the year to date stock losses and plans for improvement.</p> <p>Councillors asked for clarity around some points and were satisfied with the responses given by Officers.</p> <p>Resolved: That the report be noted.</p>
16:	IT INVESTMENT – LINK PROGRAMME UPDATE (EXEMPT)
	<p>Consideration was given to a report provided by the Executive Director providing Members with an update on the IT Investment.</p> <p>The report is the first Members briefing around the implementation of the ERP Business Case. The report provided an update on the budget spend and the key milestones.</p> <p>Resolved – That the report be noted.</p>
17:	DIVIDEND DISTRIBUTION (EXEMPT)
	<p>Consideration was given to the report of the Managing Director which presented a proposal to review the current system for distributing the dividend to Member Authorities.</p> <p>Resolved: That the report be submitted to the Management Committee for further discussion and a recommendation to be agreed.</p>
18:	DATE AND TIME OF NEXT MEETING

	Resolved – That the next meeting of the YPO Executive Sub Committee will be held on Friday 10th March at 10.30am