

## YORKSHIRE PURCHASING ORGANISATION SCRUTINY SUB-COMMITTEE

Friday 5<sup>th</sup> February 2016

**Present:** The Chair: Councillor Warburton  
Councillors –Barnard (Barnsley MBC), Smith (Calderdale MBC),  
Fletcher (St Helens MBC)

<b>1.</b>	<b>CHAIR'S INTRODUCTION &amp; WELCOME</b>
	The Chair, Councillor Warburton, welcomed all parties to the meeting.
<b>2.</b>	<b>ACCEPTANCE OF APOLOGIES FOR ABSENCE</b>
	No apologies were received.
<b>3.</b>	<b>MEMBERS' DECLARATIONS OF INTEREST</b>
	No declarations were made.
<b>4.</b>	<b>MINUTES – 16<sup>th</sup> OCTOBER 2015</b>
	The minutes of the YPO Scrutiny Sub-Committee held on 16 <sup>th</sup> October 2015 were approved as a correct record.
<b>5.</b>	<b>URGENT ITEMS</b>
	None were raised.
<b>6.</b>	<b>GIFT AND HOSPITALITY POLICY AND REGISTER</b>
	SH presented the report and discussed some items on the register. Scrutiny members were happy with the policy and the content of the register.  <b>Resolved</b> – That the report be noted.
<b>7.</b>	<b>EXCLUSION OF THE PUBLIC &amp; PRESS</b>
	<b>Resolved</b> – That the public and press be excluded from the meeting during consideration of agenda items 8, 9, 10 and 11 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.
<b>8.</b>	<b>ENTERPRISE RESOURCE PLANNING REPORT</b>
	Consideration was given to a report and presentation provided by the Head of Business Change and IT summarising this Programme Plan.  Cllr Warburton asked how long it would take until this would be fully implemented. It was discussed that although a full plan had not been agreed yet the estimated timeframe was 18-24 months.  Members raised a number of questions and detailed responses from YPO Officers were accepted.

	<b>Resolved</b> – That the report be noted.
<b>9.</b>	<b>PROCUREMENT SERVICES STRATEGY</b>
	<p>Consideration was given to a report and presentation given by the Executive Director regarding the strategic plan for Procurement Services. This report provided an update on progress made over the last few years and detailed the plans for new framework areas to be launched over the current strategy period.</p> <p>Members raised a number of questions and detailed responses from YPO Officers were accepted.</p> <p><b>Resolved</b> – That the report be noted.</p>
<b>10.</b>	<b>COMMERCIAL STRATEGY</b>
	<p>Consideration was given to a report and presentation given by the Commercial Director regarding the Commercial Strategy in terms of an update on progress over the last year and the focussed plans for the next year of the 3 year strategy.</p> <p>Members raised a number of questions and detailed responses from YPO Officers were accepted.</p> <p><b>Resolved</b> – That the report be noted.</p>
<b>11.</b>	<b>STOCK LOSSES</b>
	<p>SH noted that the Audit Sub-Committee had requested that this report be reviewed by the Scrutiny Sub-Committee. It was explained that although the levels of stock losses were not concerning to the external auditors the Directors felt that considerable savings could be made and actions had been agreed to decrease stock losses.</p> <p>Cllr Warburton asked what happens to returned goods that are not suitable for re-sale. It was explained that these are used in-house or donated to local charities. Cllr Warburton suggested that this should be reported and captured as CSR.</p> <p>Members raised a number of questions and detailed responses from YPO Officers were accepted.</p> <p><b>Resolved</b> – That the report be noted.</p>
	<b>DATE AND TIME OF NEXT MEETING</b>
	<b>Resolved</b> – That the next meeting of the YPO Scrutiny Sub Committee will be held on 20 <sup>th</sup> May 2016 at 10.30am, at YPO Headquarters