

**A MEETING OF THE MAJOR CONTRACTS SUB BOARD
WAS HELD ON 17 NOVEMBER 2010**

The Mayor (Councillor Allen) (ex-officio), Chairman of the Policy and Organisation Board (Councillor Hook) (ex-officio) (P), Councillors Burgess (P), Carter, C R (P), Chegwyn (P), Mrs Forder (P), Langdon (P), Philpott (P) and Wright

It was reported that, in accordance with Standing Orders, notice had been received that Councillor Mrs Searle would replace Councillor Wright for this meeting.

Also in attendance: Mr Luke Driscoll (echelon)

1. ELECTION OF CHAIRMAN FOR THE MUNICIPAL YEAR 2010/11

RESOLVED: That Councillor Burgess be appointed as Chairman of the Sub Board for the Municipal Year 2010/11.

2. ELECTION OF VICE-CHAIRMAN FOR THE MUNICIPAL YEAR 2010/11

RESOLVED: That Councillor Philpott be appointed as Vice-Chairman of the Sub Board for the Municipal Year 2010/11.

3. APOLOGIES

Apologies for inability to attend the meeting were received on behalf of The Mayor and Councillor Wright.

4. DECLARATIONS OF INTEREST

There were no declarations of interest.

5. DEPUTATIONS

There were no deputations received.

6. PUBLIC QUESTIONS

There were no public questions received.

PART II

7. TERMS OF REFERENCE OF THE SUB BOARD

The meeting had before it the Delegated Powers previously agreed by the Council meeting on 29 September 2010 for the Sub Board.

RESOLVED: That the Delegated Powers for the Major Contracts Sub Board be noted.

8. MAJOR CONTRACT PROCUREMENT; PROGRESS TO DATE, AN OUTLINE OF THE EVALUATION PROCESS AND TIME TABLE

The Sub Board had before it for consideration a joint report prepared by Messrs Harman and Ricketts on the above. The purpose of the report was to inform Sub Board members of progress to date in the procurement of the Council's Major Contracts and to outline the proposed timetable and the methodology for the evaluation of contractor bids.

The joint report had the following appendices:

- Appendix 1: Value and Description of Gosport Borough Council Major Contracts
- Appendix 2: PQQ Evaluation Report
- Appendix 3: Extract From: Procurement Options & Scoping Report
- Appendix 4: Risk Assessment

Mr Harman advised of the following changes to Appendix 2:

Page 12	Lot 1 – Asset Management Services	(3) ROK withdrawn (5) Mountjoy withdrawn
Page 13	Lot 4 – Gas Servicing Installation & Electrical Works	(8) eaga withdrawn (10) B Bowden withdrawn

Mention was made of the tight timetable for visits and evaluation. In order to maintain continuity across political groups it was recommended that each political group nominate reserve members for the Sub Board and Evaluation Panels.

RESOLVED: That:

- (a) the progress to date on the procurement of the Council's Major Contracts, in particular the shortlisted contractors in Appendix 2 (as amended) be noted;
- (b) the evaluation process and timetable as detailed in Appendix 3 be approved; and
- (c) each political group be recommended to nominate reserve members for the Sub Board and Evaluation Panels.

The meeting commenced at 4.00pm and concluded at 4.15pm

CHAIRMAN