

APPENDIX I

EAST AYRSHIRE COUNCIL

**CONTRACTING SUB-COMMITTEE OF THE POLICY AND RESOURCES
COMMITTEE (GROUNDS MAINTENANCE)**

**MINUTES OF MEETING HELD ON THURSDAY 17 APRIL 1997 AT 1030 HOURS
IN THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors David Sneller, Gordon McCredie, Drew McIntyre and Bob Beattie.

ATTENDING: Barbara Haughan, Director of Support Services; Tom Wilkie, Head of Contracting and Technical Services; John Griffith, Head of Leisure; Charles McIvor, Head of CCT Preparation Unit; Julie Armstrong, Senior Administrative Officer and Gillian Hamilton, Administrative Officer.

APOLOGY: Councillor John Smith.

CHAIR: Councillor David Sneller, Chair.

EXCLUSION OF PRESS AND PUBLIC

1. The Sub-Committee resolved that under Section 50A (4) of the Local Government Scotland Act 1973, as amended, the Press and public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 9 of Schedule 7A of the Act.

GROUNDS MAINTENANCE - CONTRACT PACKAGING

2. There was submitted a report dated 14 April 1997 (circulated) by the Director of Support Services on the outcome of the market testing exercise for Grounds Maintenance and which made a recommendation on the packaging of the contract.

It was agreed to package only the Grounds Maintenance work currently required to be subject to CCT into one contract covering the Council's entire geographical area, with a contract length of 7 years.

**BLUE COLLAR COMPULSORY COMPETITIVE TENDERING: SELECTION OF
TENDERERS FOR THE GROUNDS MAINTENANCE CONTRACT**

3. There was submitted a report dated 14 April 1997 (circulated) by the Director of Support Services providing detail of the criteria for the selection of tenderers for the Grounds Maintenance Contract.

It was agreed:-

- (i) to approve the tenderer selection criteria and its proposed application, to comply with the Scottish Office Guidelines on the conduct of CCT Circular 6/96 and European Procurement Legislation; and

- (ii) that a future report be submitted to the Sub-Committee summarising the select list of tenderers using the criteria and recommending those contractors who should be invited to tender for the Grounds Maintenance Contract.

The meeting terminated at 1050 hours.