

MINUTES OF A MEETING OF THE CATALOGUE SUPPLIES SERVICE JOINT COMMITTEE HELD IN THE TRAINING ROOM BLOCK 7, THE PAVILIONS, RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL, CLYDACH VALE ON TUESDAY, 17 JULY 2012 AT 10.45AM.

Present:-

Councillor C J Willis – Chairperson

Representing Bridgend County Borough Council

Councillor M Reeves

Representing Caerphilly County Borough Council

Councillor D T Hardacre
Councillor K V Reynolds

Representing Merthyr Tydfil County Borough Council

Councillor D Jones

Officers:

P Hughes - Manager, Joint Supplies Service	-	Bridgend County Borough Council
F Mantle - Principal Accountant	-	Bridgend County Borough Council
I Evans - Procurement Officer	-	Caerphilly County Borough Council
S Phillips - Business Development Manager	-	Merthyr Tydfil County Borough Council
C Lewis - Procurement Officer	-	Merthyr Tydfil County Borough Council
V Hanly - Service Director Procurement	-	Rhondda Cynon Taff County Borough Council
A Rees - Senior Democratic Services Officer	-	Bridgend County Borough Council
- Committees		

9 INTRODUCTIONS

Members and Officers introduced themselves.

10 APOLOGIES FOR ABSENCE

Apologies for absence were received from the following Members/Officers for the reasons so stated:-

Councillor M Gregory	-	Other Council business
Councillor P Williams	-	Other Council business
J Ferris	-	Holiday
E Lucas	-	Other Council business

11 DECLARATIONS OF INTEREST

None.

12 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the Catalogue Supplies Service Joint Committee meeting of the 28 June 2012, be approved as a true and accurate record, subject to the word 'Bridgend' being added to minute number 8 - Performance and Business Review Update in the third paragraph of page 4 prior to the word 'Officers'.

13 PERFORMANCE AND BUSINESS REVIEW UPDATE

The Joint Supplies Service (JSS) Manager presented an update on progress with the upgrade of the existing back office system (SYSPRO) wherein he reported at the previous meeting on proposals to proceed with the upgrade. He informed the Joint Committee that there existed a earmarked reserve of £158,000, with £85,000 in reserve for ICT. It was proposed to proceed with the IT enhancements in two phases with £24k being committed for the upgrade to commence proceeding on the 7 August which would allow stock ordering to be automated, the production of sales invoices and increased functionality for use by schools. It was anticipated that the first phase of the upgrade will have been completed by October 2012 and a report and progress would be presented to the next meeting of the Joint Committee.

The Service Director - Procurement RCT Council asked whether it would be possible to spread the cost of the investment over two or three years. The Principal Accountant commented that it would be dependent on the terms and conditions of purchasing the upgrade and undertook to look at the feasibility of capitalising the investment.

RESOLVED: That the update on the upgrade on the back office system be noted.

14 EXCLUSION OF THE PUBLIC

RESOLVED: That under Section 100A(4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation)(Wales) Order 2007 that the public be excluded from the meeting during consideration of the following item as the report contained exempt information as defined by Paragraph 12 of Part 4 of Schedule 12A of the Act.

Following the application of the public interest test it was resolved that pursuant to the Act referred to above to consider the confidential report of the Joint Supplies Service Manager in private with the public excluded from the meeting as it was considered that in the circumstances the public interest in maintaining this exemption outweighed the public interest in disclosing the information because of the prejudice disclosure would cause to the individuals concerned by virtue of Paragraph 12 of Part 4 of Schedule 12A of the Act.

Minute No. Summary of Item:

15	Confidential Report of the Joint Supplies Service Manager.
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