

**THE MORAY COUNCIL**

**MINUTE OF MEETING OF THE COMMUNITY SERVICES SERVICE LEVEL AGREEMENT AND  
CONTRACTS SUB-COMMITTEE**

**FRIDAY 28 SEPTEMBER 2007**

**COUNCIL OFFICE, ELGIN**

**PRESENT**

Councillors J Hamilton, D Stewart, and A Bisset (Substituting for Councillor L Bell (Chairman)).

**APOLOGIES**

Apologies were intimated on behalf of Councillors L Bell (Chairman) and Sandy Riddell, Director of Community Services.

**IN ATTENDANCE**

Jane Mackie Lead System Manager, Susanne Wright, the Contracts Officer, Alasdair McEachan the Senior Solicitor (Commercial & Conveyancing), Deborah Bosworth, Principal Accountant, and Mrs S Kennedy, the Committee Services Officer, Clerk to the Meeting.

**1. DECLARATION OF GROUP DECISIONS**

In terms of Standing Order 20 the meeting noted that Councillor Stewart declared a personal interest in relation to Inspire (Partnership Through Life) Ltd, one of the providers detailed in Item 4 of the report and took no part in the discussion or decision relating to this provider. There were no other declarations from group leaders or spokespersons in regard to any prior decisions taken on how members will vote on any item on the Agenda.

**2. EXEMPT INFORMATION**

The Meeting agreed, in terms of Section 50A (4) and (5) of the Local Government (Scotland) Act 1973, as amended, that the public and media representatives be excluded from the Meeting during consideration of the Item of Business appearing at the relevant paragraph of this Minute, as specified below, so as to avoid disclosure of exempt information of the class described in the appropriate paragraphs of Part I of Schedule 7A of the Act.

Para No. of Minute

Para No. of Schedule 7A

4

6 & 9

Prior to the commencement of the meeting the Committee agreed that the PPR & Communications Officer would issue a statement to the Press on the number of contracts that the Council have concluded.

**3. CURRENT STATUS OF CARE SERVICE CONTRACTS FOR 2006/07 [PARA 6 & 9]**

There was submitted a report by the Director of Community Services informing the Service Level Agreement and Contracts Sub Committee of the current contracting status of contracts with providers until the end of 2007/08 financial year .

The Contracts Officer briefed the meeting on the current position advising that meetings take place annually with Accountants, Lead Officers and Providers and that a review of the Voluntary Sector is currently being undertaken and the findings are expected to be reported to Committee in November 2007 this will determine any future negotiations.

In response to Members concerns about monitoring, the Contracts Officer advised that contracts are evaluated on the basis of Best Value and Following the Public Pound Policy. These contracts are monitored yearly by self assessment, followed up by a visit from the Contracts Monitoring Officer.

In response to Members concerns about external consultation on new Approved Provider List (APL) Procedures, the Contracts Officer advised that at the present time the amount of time involved in checking APL documentation and lack of resources does not allow for this to happen but requests from other providers are noted and this would be addressed under the Review.

Alasdair McEachan , Senior Solicitor (Litigation & Licensing) advised the meeting that there have been changes to European Legislation regarding the advertising of contracts and the Council's Financial Regulations are also being reviewed and when contracts come up for renewal next April they could be subject to change.

The Contracts Officer advised the meeting that they hoped to be in a position to stagger contracts in the future with a view to providing more stability to the provider and savings to the Council.

Thereafter the Sub-Committee agreed to approve the contracts and their funding levels as detailed in Appendix 1 to the report subject to amending the date on page 7 of the report to 31.03.08 and amending the contract figure on page 8, from £70,725 to £17,725.