

TAYSIDE CONTRACTS JOINT COMMITTEE

Dundee City Council
21 City Square
DUNDEE
DD1 3BY

10th November, 2017

TO: ALL MEMBERS OF TAYSIDE
CONTRACTS JOINT COMMITTEE

Dear Sir/Madam

You are requested to attend a MEETING of the **TAYSIDE CONTRACTS JOINT COMMITTEE** to be held in Committee Room 1, 14 City Square, Dundee on Monday, 20th November, 2017 at 10.15 a.m. or immediately after the meeting of Tayside Valuation Joint Board, whichever is the later.

Please submit any apologies for absence to Willie Waddell, Committee Services Officer, on Telephone 01382 434228 or by e-mail willie.waddell@dundeecity.gov.uk

Yours faithfully

ROGER MENNIE

Clerk to the Joint Committee

Distribution:-

Angus Council

Councillor Angus MacMillan-Douglas
Councillor Bob Myles
Councillor Gavin Nicol
Councillor Lynne Devine
Councillor Brenda Durno

Dundee City Council

Depute Lord Provost Bill Campbell
Baillie Christina Roberts
Councillor Alan Ross
Councillor George McIrvine
Councillor Margaret Richardson
Councillor Philip Scott

Perth and Kinross Council

Councillor Kathleen Baird
Councillor Angus Forbes
Councillor Caroline Shiers
Councillor Willie Wilson
Councillor Dave Doogan
Councillor Sheila McCole
Councillor Mike Williamson

AGENDA OF BUSINESS

1 APOLOGIES/SUBSTITUTIONS

2 DECLARATION OF INTEREST

Members are reminded that, in terms of The Councillors Code, it is their responsibility to make decisions about whether to declare an interest in any item on this agenda and whether to take part in any discussions or voting.

This will include all interests, whether or not entered on your Register of Interests, which would reasonably be regarded as so significant that they are likely to prejudice your discussion or decision-making.

3 MINUTE OF PREVIOUS MEETING

The minute of meeting of the Tayside Contracts Joint Committee, held on 28th August, 2017, is submitted for approval. (Copy attached).

4 ANNUAL PERFORMANCE REPORT

(Report No [29/2017](#) by the Managing Director, copy attached).

5 WORKLOAD REPORT

(Report No [30/2017](#) by the Managing Director, copy attached).

6 BUSINESS PLAN – 6 MONTHS UPDATE

(Report No [31/2017](#) by the Managing Director, copy attached).

7 INTERNAL AUDIT UPDATE

(Report No [35/2017](#) by the Managing Director, copy attached).

8 LIVING WAGE EMPLOYER ACCREDITATION

(Report No [36/2017](#) by the Managing Director, copy attached).

9 TAYSIDE CONTRACTS MINUTE OF AGREEMENT

(Report No [37/2017](#) by the Clerk, copy attached).

10 PROGRAMME OF MEETINGS 2018

It is proposed that the programme of meetings for the Joint Committee over 2018 be as follows:-

| <u>Date</u> | <u>Time</u> | <u>Venue</u> |
|-----------------------------|--------------------|--|
| Monday, 19th March, 2018 | 10.00 am | Council Chamber, The Town and County Hall, The Cross, Forfar |
| Monday, 25th June, 2018 | 10.00 am | Council Chamber, The Town and County Hall, The Cross, Forfar |
| Monday, 27th August, 2018 | 10.00 am | Council Chamber, The Town and County Hall, The Cross, Forfar |
| Monday, 19th November, 2018 | 10.00 am | Council Chamber, The Town and County Hall, The Cross, Forfar |

11 DATE OF NEXT MEETING

The next meeting of the Joint Committee will be held in the Council Chamber, The Town and County Hall, The Cross, Forfar on Monday, 19th March, 2018 at 10 am.

The Joint Committee may resolve under Section 50(A)(4) of the Local Government (Scotland) Act 1973 that the press and public be excluded from the meeting for the undernoted items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 6, 8, 9 and 10 of Part I of Schedule 7A of the Act.

12 FINANCIAL OPERATING STATEMENT FOR THE 6 MONTHS TO 30TH SEPTEMBER, 2017

(Report No 32/2017 by the Managing Director, copy attached).

13 ACCEPTANCE OF TENDERS OVER £25,000 FOR THE THREE MONTHS FROM 1ST JULY, 2017 TO 30TH SEPTEMBER, 2017

(Report No 33/2017 by the Managing Director, copy attached).

14 FLEET PURCHASES 2017/2018 – PHASES 1 AND 2 ABOVE 10% THRESHOLD

(Report No 34/2017 by the Managing Director, copy attached).