



# AGENDA PAPERS FOR STOCKPORT, TRAFFORD AND ROCHDALE (STAR) JOINT COMMITTEE MEETING

Date: Wednesday, 22 July 2015

Time: 5.30 pm

Place: Rochdale Borough Council Offices,  
Number 1 Riverside, Smith Street, Rochdale, OL16 1XU.

<b>A G E N D A</b>	<b>PART I</b>	<b>Pages</b>
1. <b>ATTENDANCES</b>		
To note attendances, including Officers and any apologies for absence.		
2. <b>MEMBERSHIP OF THE COMMITTEE 2015/16, INCLUDING CHAIRMAN AND VICE-CHAIRMAN</b>		
To note the membership including Chairman and Vice-Chairman of the STaR Joint Committee for the Municipal Year 2015/16.		
3. <b>TERMS OF REFERENCE</b>		
To note the Committee's Terms of Reference.		1 - 6
4. <b>MINUTES</b>		
To receive and if so determined, to approve as a correct record the Minutes of the meeting held on 22 April, 2015.		7 - 10
5. <b>DECLARATIONS OF INTEREST</b>		
Members to give notice of any interest and the nature of that interest relating to any item on the agenda in accordance with the adopted Code(s) of Conduct.		
6. <b>ANNUAL REPORT</b>		
To receive a report of the Director of STaR Shared Procurement.		11 - 20

**7. CONTRACT PROCEDURE RULES - UPDATE AND PRESENTATION OF PROCUREMENT HANDBOOK**

To receive a report and presentation of the Director of STaR Shared Procurement. 21 - 26

**8. PERFORMANCE FRAMEWORK - CORPORATE REPORTS**

To receive the following reports and presentation of the Director of STaR Shared Procurement.

(a) Revenue Budget Monitor Report Year End 27 - 28

(b) Revenue Budget Monitor - Quarter 1 29 - 30

(c) Human Resources - Statistics (Presentation) Verbal Report

(d) Risk Register 31 - 32

**9. PERFORMANCE FRAMEWORK - MILESTONE REPORTS**

To receive the following reports of the Director of STaR Shared Procurement.

(a) Draft Procurement Strategy 33 - 38

(b) STaR Branding and Style Guide 39 - 62

**10. BALANCED SCORECARD AND CUSTOMER SATISFACTION PRESENTATION**

To receive a presentation of the Director of STaR Shared Procurement (presentation attached in advance for information). 63 - 76

**11. URGENT BUSINESS (IF ANY)**

Any other item or items which by reason of special circumstances (to be specified), the Chairman of the meeting is of the opinion should be considered at this meeting as a matter of urgency.

**12. DATE AND TIME OF NEXT MEETING**

To confirm the arrangements for the next meeting(s).

**THERESA GRANT**  
Chief Executive

Membership of the Committee

Councillors A. Brett, P. Myers and I. Roberts

## **Stockport, Trafford and Rochdale (STaR) Joint Committee - Wednesday, 22 July 2015**

### Further Information

For help, advice and information about this meeting please contact:

Chris Gaffey, Democratic and Scrutiny Officer.

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This agenda was issued on **Tuesday, 14 July 2015** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH.

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