

TITLE OF REPORT: AMENDMENTS TO THE COUNCIL'S PROCUREMENT STRATEGY

REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY & GOVERNANCE

1. PURPOSE OF REPORT

- 1.1 This report sets out recommended changes to the Council's Procurement Strategy for adoption by Council following the review by the Strategic Director of Finance, Policy & Governance and consideration by the Contracts and Procurement Group. A summary of the main changes to the Procurement Strategy is presented at Appendix A and a full copy of the Procurement Strategy, with amendments, is set out in Appendix B to this report.

2. FORWARD PLAN

- 2.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

3. BACKGROUND

- 3.1 To conduct its business efficiently a local authority needs to ensure that it has sound Procurement procedures in place and that they are strictly adhered to. Part of this process is the establishment and maintenance of a Procurement Strategy for the authority.
- 3.2 The Procurement Strategy, alongside the Procurement Rules (currently being reviewed) and guidelines, provides clarity about the procurement accountabilities of individuals - Cabinet members, the Head of Paid Service, the Section 151 Officer (the Strategic Director Finance, Policy and Governance), the Monitoring Officer, the Strategic Directors and Heads of Service.
- 3.3 The Procurement Strategy has been written to support managers in fulfilling their duties regarding procurement responsibilities and the correct procurement and legal processes that should be followed. The aim is to support services in achieving their objectives within the financial resources allocated to them in the budget setting process.
- 3.4 The Procurement Strategy and Contract Procurement Rules form an integral part of the Council's control framework. They help to ensure that we make procurement decisions in a consistent way across the Council. This supports us in our duties to ensure that we are transparent in all our actions and are clearly accountable for all the decisions we make. By ensuring that appropriate Regulations, Strategies and Rules are applied, the Council can be confident that economic, efficient and effective financial management supports the achievement of its Priorities.

- 3.5 The Strategic Director of Finance, Policy and Governance periodically reviews the Procurement Strategy to ensure that it remains modern and relevant.
- 3.6 Changes to the Contract Procurement rules were last approved by Council on 10th February 2011 and the next review is now underway.

4. ISSUES

- 4.1 The main amendments to the Procurement Strategy are summarised in Appendix A, with a full copy of the Strategy provided in Appendix B. A number of other more minor amendments have also been made, for example to reflect changing role titles and responsibilities and also to insert Intranet links.
- 4.2 Some of the key changes put forward in this review are:
- Changes to thresholds for quotation and tendering processes below Official Journal of European Union (OJEU);
 - Responsibilities of the Contracts Lawyer in the tendering process;
 - Council to adopt Fair Trade;
 - Officers to ensure Equality and Sustainability issues are addressed in all tendering processes;
 - Inclusion of the Localism Act 2011;
 - Inclusion of the Social Value Act 2012;

5. LEGAL IMPLICATIONS

- 5.1 The Procurement Regulations (2006) require Councils to have a Procurement Strategy and Procurement Regulations as part of their written constitution.

6. FINANCIAL AND RISK IMPLICATIONS

- 6.1 There are no financial implications arising directly from the recommended amendments to the Procurement Strategy.

7. HUMAN RESOURCE AND EQUALITY IMPLICATIONS

- 7.1 There are no direct human resources implications arising from the report, although compliance with these regulations is a requirement of an employee's contract of employment.

8. RECOMMENDATION

- 8.1 That the amendments to the Council's Procurement Strategy as contained within Appendix B to this report, with the main changes summarised in Appendix A, be agreed and recommended for adoption.

9. REASON FOR RECOMMENDATIONS

- 9.1 To ensure the Council's Procurement Strategy remains relevant and fit for purpose.

10. APPENDICES

- 10.1 Appendix A – Summary of main changes.
10.2 Appendix B – Revised Procurement Strategy

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12. BACKGROUND PAPERS

- 12.1 The Council's Constitution.