

**Brief for Scrutiny**

<p><b>Topic to be scrutinised</b></p> <p><b>Review of the Sustainable Procurement Strategy/Action Plan implementation and identifications of ongoing future savings.</b></p>
<p><b>Questions to be Addressed</b></p> <ol style="list-style-type: none"> <li>1. How will the current procurement strategy be implemented throughout the Borough Council?</li> <li>2. What areas of category spend reviews have been identified as part of the strategy?</li> <li>3. How will the work be supported and delivered?</li> <li>4. Can the existing systems be improved and, if so, how can they be improved?</li> <li>5. What is the long-term vision of the Borough Council in terms of its approach to procurement?</li> </ol>
<p><b>Outcome</b></p> <ol style="list-style-type: none"> <li>1. The action plan linked to the Sustainable Procurement Strategy identifies areas of focus that will support delivery over the life of the strategy. The plan being divided into 10 key areas of focus.</li> <li>2. Focus on category spend will be delivered by way of spend analysis and subsequent procurement reviews to identify ongoing savings. This work will be undertaken with both internal stakeholders and suppliers to the council.</li> <li>3. Building on previous external spend analysis, data from the council's financial management system and externally funded support, officers will increase focus on ongoing contract savings. This work will be delivered as part of a supplier engagement process.</li> <li>4. Maintaining the profile of effective and compliant procurement remains a key driver and your officers have commenced a programme of procurement briefings to service areas around the authority.</li> <li>5. Ongoing review of how systems currently work will remain a priority to ensure that value for money is being achieved and the Government's Best Value guidance complied with.</li> <li>6. To continue to provide and build on best practice recommendations, guidance, tools and templates which seek to make the existing processes less complicated, more accountable and better co-ordinated in order to ensure that these systems continue to operate at maximum levels of efficiency and effectiveness.</li> <li>7. Consideration in establishing a senior procurement forum to drive 'value-for-money and cross-category procurement approaches for all new procurement opportunities.</li> </ol>
<p><b>Background Materials</b></p> <ol style="list-style-type: none"> <li>1. Previous procurement strategy; identification of shortfalls against the previous action plan and a recognition of the need to further develop and build on the improvements delivered in the previous three years.</li> <li>2. Previous spend analysis that identified the benefits and potential</li> </ol>

<p>savings by collaboration and aggregation of contracts across neighbouring authorities.</p> <p>3. Third party analysis of spend by V4 engaged by IEP WM to undertake procurement health checks across the Staffordshire region (inclusive of 8 Districts, City and County Councils.</p> <p>4. Roots Review.</p>
<p><b>Evidence and Witnesses</b></p> <p>1. Results and actions from previous budget service reviews</p> <p>2. Portfolio holder for Resources &amp; Efficiency</p> <p>3. Cabinet Members</p> <p>4. Heads Of Services &amp; Business Managers</p> <p>5. West Midland – Improvement and Efficiency Programme (WM –IEP)</p> <p>6. Externally funded support – V4</p> <p>7. Staffordshire Procurement Group</p>
<p><b>Method of Scrutiny</b></p> <p>This is a first review of the proposed approach to procurement in support of delivery of the recently published ‘Sustainable Procurement Strategy. It is suggested that the role of the Transformation &amp; Resources Overview &amp; Scrutiny Committee is to continue its existing role in terms of scrutiny, but progress the areas contained in this brief where required in terms of liaison with key witnesses and calls for evidence.</p>
<p><b>Timetable</b></p> <p>Start date - Work has already commenced – on the drafting and subsequent approval of the Sustainable Procurement Strategy by Cabinet – July 2011.          External consultancy procured and funded by WM-IEP – August 2011.          Engagement with consultants commenced – September 2011.          Meeting of Transformation &amp; Resources Overview &amp; Scrutiny Committee 2<sup>nd</sup> November 2011          Dates of meetings: 18<sup>th</sup> January &amp; 28<sup>th</sup> February 2012 progress reports if required.</p>
<p><b>Constraints</b></p> <p>Work has commenced the three year strategy and action plan running until 2013.</p>
<p><b>Members to Undertake the Scrutiny</b></p> <p>Members of Transformation &amp; Resources Overview &amp; Scrutiny Committee</p>
<p><b>Support</b></p> <p>Chief Executive          EMT          Head of Business Improvement &amp; Partnerships          Heads of Service          Business Improvement Manager          Business Improvement Officer (Performance &amp; Procurement)</p>

**Newcastle Borough Council Corporate Plan Priority area(s)**

- Creating a cleaner, safer and sustainable Borough
- Creating a Borough of opportunity
- Creating a healthy and active community
- Transforming our Council to achieve excellence

**CfPS Objectives:**

- Provides and critical friend challenge to executive policy makers and decision makers
- Enables the voice and concerns of the public to be heard
- Is carried out by independent governors who lead and own the scrutiny role
- Drives improvement in public services

**Brief Approved by Overview and Scrutiny Co-ordinating Committee**

Signed

Date