

EWCASTLE-UNDER-LYME BOROUGH COUNCIL

OFFICER REPORT TO

Finance Assets and Performance Scrutiny Committee
16 September 2021

Report Title: Procurement Review

Submitted by: Business Improvement Manager

Portfolios: Finance, Town Centres and Growth

Ward(s) affected: All wards

Purpose of the Report

To provide the Finance Assets and Performance Scrutiny committee with a review of the procurement work undertaken to date and the work to establish a new procurement strategy which will run from 2022 to 2025 with a continued aim to ensure that it effectively integrates with all current and future work to ensure that the Council is following good management practice.

Recommendation

That members of the Finance Assets and Performance Scrutiny Committee

- 1. Review the officer report and the work undertaken to date;**
- 2. Review the officers proposed work to be undertaken in the drafting of the Council Procurement Strategy 2022 to 2025;**
- 3. Highlight any additional areas for consideration as part of the Council Procurement Strategy 2022 to 2025;**

Reasons

At the 'Finance Assets and Performance Scrutiny Committee' on the 25 March 2021 it was requested that the work of procurement in line with the Procurement Strategy be reviewed to ensure that it was integrated with all of the other work done to ensure that the Council was following good management practice."

The aim of this report is intended to provide an overview of the procurement work undertaken as part of the existing procurement strategy and action plan which expires at the end of this calendar year; also providing members of the 'Finance Assets and Performance Scrutiny' committee with an overview of the work that is intended to be included as part of the new Procurement Strategy which is currently being drafted.

1. BACKGROUND:

- 1.1 Procurement has a far broader meaning than that of simply purchasing, buying or commissioning. It is also about securing assets and services that best meet the needs of users and the whole community spanning the life cycle of an asset or service. This life cycle is generally defined as being from the initial definition of the business need through to the end of the useful life of the asset or service, including any costs of disposal.
- 1.2 Effective procurement can help the Council deliver its broader objectives and support the priorities of the Council. Officers continue to commit to sustainability, fairness and the development of our local economy aiming to build such into its purchasing decisions.
- 1.3 The Borough Council has clearly been impacted by the COVID-19 pandemic, Brexit and ongoing funding constraints from Central Government which has had a considerable impact upon the Council during the review period and it is essential, therefore, that officers continue

to rethink how we procure our goods and services; ensuring that they are both cost effective and address the needs of residents and businesses within the borough. Officers need to spend only on what the Council needs and ensure that what is procured delivers real and sustainable value. It is essential to balance cost and quality in the procurement of all supplies and services to deliver a 'fit for purpose' good/service. Officers must clearly identify the Council's needs, and make the most of our buying power to shape markets to deliver what we need and ensure that we are getting what we pay for.

1.4 On 31 December 2020, the transition period for the United Kingdom ended and we left the EU Single Market and Customs Union.

The Cabinet Office has published its consultation paper for reforms to public procurement law for a post-Brexit Britain, outlining what promises to be the most radical changes to public procurement in a generation.

The reforms are intended to redefine public procurement law following the UK's withdrawal from the European Union, building on the Government's commitment to the World Trade Organisation Agreement on Government Procurement (GPA¹).

In a move away from the need to open up the common market, the 'Green Paper' proposes that the new legislation will be underpinned by six core principles: public good, value for money, transparency, integrity, fair treatment of suppliers and non-discrimination.

Further details on the proposed reforms can be found in section 1.2.6 of this report.

1.5 Commissioning is the process of establishing the services the residents of the borough wants or needs, and then deciding the best way to deliver those services, be it in-house or via the voluntary, community, social enterprise, private or public sectors or a combination of them ('make, buy or share'). If the decision is made to buy those services in, this then becomes a procurement activity.

1.2. **GOVERNANCE:**

1.2.1 The Council's lead officer for commissioning continues to be the Business Improvement Manager.

1.2.2 Procurement remains a devolved structure in that 'Heads of Service' and 'Business Managers' are responsible and act as project leads (client officers) for purchasing in their respective service areas supported by the above officer.

1.2.3 The Cabinet Member for Finance, Town Centres & Growth (The Deputy Leader) is the responsible Member for procurement.

1.2.4 **Financial Regulations:** sets out at:

<p>PR4 4.18.18 (pg48)</p>	<p>Ordering of work, supplies and services</p> <p>(a) Low value procurement: Where alternative prices are available for the level of estimated cost and a minimum of two written quotations is required;</p> <p>(b) Intermediate value procurement: Where alternative prices are available for the level of estimated cost and a minimum of three written quotations is required.</p> <p>(c) High value procurement: The estimated cost above which Financial Regulations and Contract Procedural Rules shall apply.</p>	<p>£5,000 <>£30,000</p> <p>£30,000 <> £50,000</p> <p>> £50,000</p>
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¹ The Agreement on Government Procurement (GPA) is a plurilateral agreement under the auspices of the World Trade Organization (WTO) which regulates the procurement of goods and services by the public authorities of the parties to the agreement, based on the principles of openness, transparency and non-discrimination.

It should be noted; contract procedure rule 5.5 indicates that it is good practice (for all but small value and routine purchases) to obtain a written quotation. All quotations to the value of £5,000 can be provided by way of an informal quotation i.e. the authorised officer obtaining electronic quotations and maintaining (electronic) file copies linked to the relevant procurement. Whilst the Council's supplier contract management website/portal (My Tenders) is available for use as part of routine purchases there is no formal requirement to utilise this process for quotations to the value of £5,000.

1.2.5 Contract Procedure Rules: provide a corporate framework for the procurement of all supplies, services and works for the Council. The rules are designed to ensure that all procurement activity is conducted with openness, probity and accountability. Above all, the rules are designed to ensure that the council obtains best value and the required level of quality and performance in all contracts that are let.

- A review of 'Contract Procedure Rules' is planned for 2021 and it is anticipated that a number of changes will be made, impacted by Brexit and Government reforms.

1.2.6 Procurement Strategy 2018-21: provided the framework to ensure a co-ordinated approach to sustainable procurement across the Council and beyond. This is an essential element in making sure that innovative methods to improve procurement practices are used, delivering where appropriate both cashable and non-cashable savings and also underpinning opportunities for greater collaboration with neighbouring authorities and partners.

- The strategy provided a corporate focus for procurement. It embraces the commitment to strategic procurement within the Borough Council and sets out the Council's aspirations.
- The strategy focused upon achieving outcomes both through strategic and routine procurement projects. Whilst not intending to be procurement manual, the principles contained within the strategy have been applied to all procurement activity across the Council.
- The strategy supported by a 'Procurement Action Plan' developed by officers set out the procurement projects and actions to be undertaken over the life of the strategy.
- Work on a new Procurement Strategy (2022-25) has commenced and will be delivered during 2021.

1.2.7 Public Contract Regulations: public procurement in the UK is governed by a number of Directives and Regulations which are then implemented in national legislation. Public procurement law regulates the purchasing by public sector bodies of contracts for supplies, services or works.

- The current public sector procurement directives became law in the UK on 26 February 2015. It was reported to have brought about the biggest shake-up in public procurement law for almost a quarter of a century.
- The above said (and as mentioned earlier in this report), Transforming Public Procurement (Governments Green Paper on reforms to public procurement law after Brexit) is set to promise the most radical changes to public procurement in a generation. Examples of some of the changes expected include:
 - Production of a single set of regulations covering all contracts;

- New legislation underpinned by six core principles: public good, value for money, transparency, integrity, fair treatment of suppliers and non-discrimination;
- The reservation of below-threshold contracts to SMEs/VSCs and local businesses;
- The Green Paper proposes a complete overhaul of the procedures for awarding contracts;
- Contracting authorities will be required to advertise opportunities via the new 'Find a Tender Service' (FaTS);
- Selection criteria (past poor performance): Bidders may be able to be excluded for significant poor performance on previous contracts even where this did not lead to termination, damages or other sanctions;
- Award criteria: New requirements are proposed on the basis of Most Advantageous Tender (MAT), rather than "Most Economically Advantageous Tender" (MEAT). The deletion of "Economically" does not mean that the relevant criteria should not include price nor be capable of measurement;
- Transparency requirements: One of the major changes proposed in the Green Paper is the requirement for contracting authorities to publish "basic disclosure information" about the procurement with the contract award notice before the contract can be awarded, including the identity of the bidders, the evaluation reports and the basis of the award decision.
- Open Contracting Data Standard (OCDS): Contracting authorities will be required to publish procurement and contracting data via the OCDS;
- Changes to legal challenge process: The Green Paper proposes working with the Ministry of Justice and the Technology and Construction Court to reform the Court system to allow for an expedited trial process for legal challenges, based on written pleadings only;
- prompt payment rules: extension of the current procurement rules about prompt payment of the supply chain by allowing contracting authorities the right to investigate payment of suppliers at any tier in its supply chain.

1.2.8 Officer Support and Guidance: continues to be provided by the Business Improvement Manager, this support and guidance is made available in a number of ways:

- The production and publication of standard templates (Invitation to Tender; Invitation to Quote; Evaluation Matrices; Reference Questionnaires; Correspondence letters; Formal (short form) Contracts etc.);
- '1 to 1' support in drafting specifications, document verification, tender opening (now undertaken and recorded electronically via the Council's supplier contract management website/portal (My Tenders)), tender evaluation and moderation, contract drafting; and on award of contract ongoing contract management (albeit this is normally undertaken by the relevant service/client officer);
- Creation and publication of contract notices and award notices (both 'Find a Tender Service' and 'Contracts Finder' via the My Tenders Pro portal);

- Supplier spend analysis;
- Training either on a 1-2-1 basis or group session within a relevant service;
- Additional support and guidance is available and has been delivered in areas which include:
 - The need to offer transparency, proportionality and non-discrimination as part of procurement processes undertaken;
 - Where requested engagement with local partners and or suppliers;
 - A commitment to sustainability, fairness and the development of our local economy;
 - Support in the identification / establishing (where relevant) of 'Social Value' criteria as part of any relevant new procurement project;
 - Support in the collation of information requirements relative to reporting as part of the Local Government Transparency Code (2015);
 - Support in the collation of information requirements relative to responding to FOI requests.

1.3. **CONTRACT REGISTER:**

1.3.1 The Council maintains a contracts register which is published on both 'Connexus' and the Council website, albeit the two registers differ slightly due to confidential information contained in the register relating to service areas. The register published on the Council's website is a combined register incorporating only the data that requires reporting as part of the Local Authority Transparency Code 2015;

1.3.2 The collation of data for publication in the contracts register is a manual process and currently in the form of an excel spreadsheet and provides the following information:

REFERENCE	TITLE	START DATE	END DATE	EXTENSION PERIOD	RESPONSIBLE OFFICER	CONTRACTING PROCESS OJEU = OJ - TENDER = T QUOTATION = Q - FRAMEWORK = F	CONTRACTOR/PARTIES	COMPANY REGISTRATION NUMBER	SMALL TO MEDIUM ENTERPRISE YES – NO (SE = Social Enterprise)	DESCRIPTION	ANNUAL CONTRACT VALUE/SPEND	STRONG ROOM REFERENCE	ANNUAL CREDIT CHECK REVIEW REQUIREMENTS
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1.3.3 The Local Authority Transparency Code 2015 requires authorities to publish certain data sets and regularly refresh and publish on the Council's website.

- 1.3.4 Officers will re-consider as part of the 2022-25 procurement action plan the introduction of supportive software in the production of future registers.

1.4 CONTRACT MONITORING:

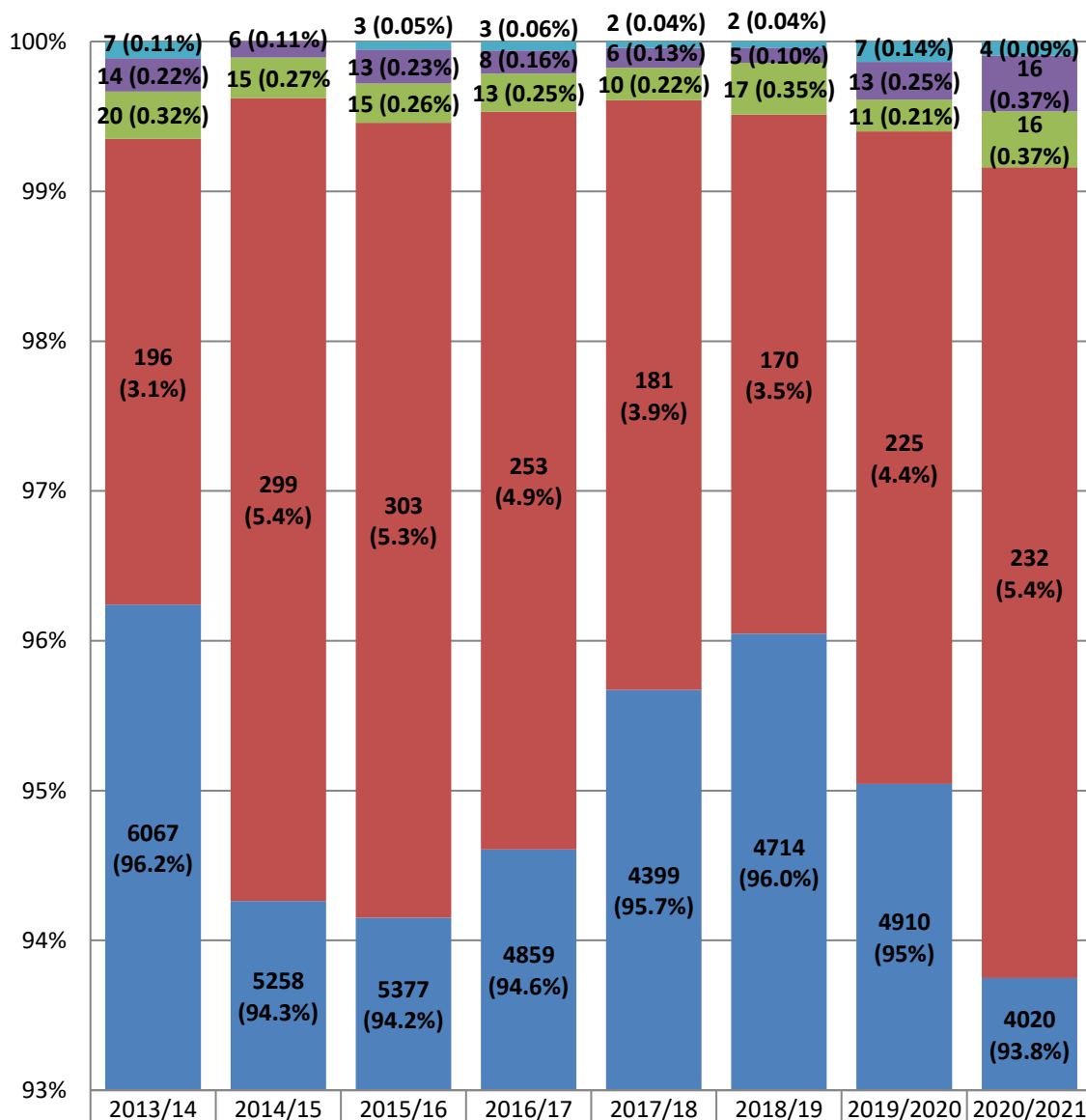
- 1.4.1 Clause 17.11 of the Council's 'Contract Procedure Rules' indicate that "Contracts shall contain details of relevant performance criteria, targets, standards and information on how the contract will be monitored, reviewed and managed by the Council."
- 1.4.2 Contract monitoring is currently undertaken by the relevant Head of Service and/or Business Manager for the applicable service/contract and examples of good practice include the work undertaken on the Canon – MFD Contract; PSL – Hybrid Mail Contract; Offsite Archive Storage Contract – Oasis Group; further examples include the monitoring undertaken by the Recycling & Waste Service on their high value, high risk contracts. The Newcastle Partnerships team also as part of their commissioning processes have formal monitoring in place linked (where applicable) to suppliers receiving ongoing quarterly contract payments.
- 1.4.3 Objectives to be included in the 2022-25 Procurement Strategy will look to embedding this work further, producing formal guidance into contract monitoring.
- 1.4.4 During 2020 officers have also re-instated the use of credit checking (provided by Experian) with annual checks being undertaken on high value, high risk strategic contracts. The service has also been used for pre-contract checking of contractors prior to some contracts being awarded. The intention is to continue the use of this service to support the ongoing contract review process and as an aid towards the mitigation of some contract/project risks.

1.5 SPEND ANALYSIS:

- 1.5.1 The Business Improvement Manager is able to undertake some spend analysis from data contained within the Council's Civica financial system, this is currently aimed at providing the following support:
- requests from services, as part of any supplier and/or service delivery review;
 - corporate analysis as part of best value reviews and/or category spend evaluation;
 - reporting as part of possible wider procurement collaboration.
- 1.5.2 [Annex 1](#) – The graph provides a breakdown of the number of orders placed by each of the 5 procurement threshold values. The profile of the Borough Councils spend can be seen to be high transitional low value as indicated in the order summary graph appended below. This shows that in the financial year 2020/21 99.2% of the Borough Council spend was between values of £1 and £30,000 (accounting for 4,252 transactions).
- 1.5.3 [Annexes 2 & 3](#) – highlight that local spend remains comparatively low and has reduced in 2020/21 believed to be impacted by the Covid-19 pandemic, with a number of local suppliers furloughing staff, reducing services, with some even closing for a period of time. Increasing the level of local spend will remain a priority post Covid and as an objective as part of the 2022-25 Procurement Strategy.

Annex 1 - Order Summary by spend threshold (& number of orders):

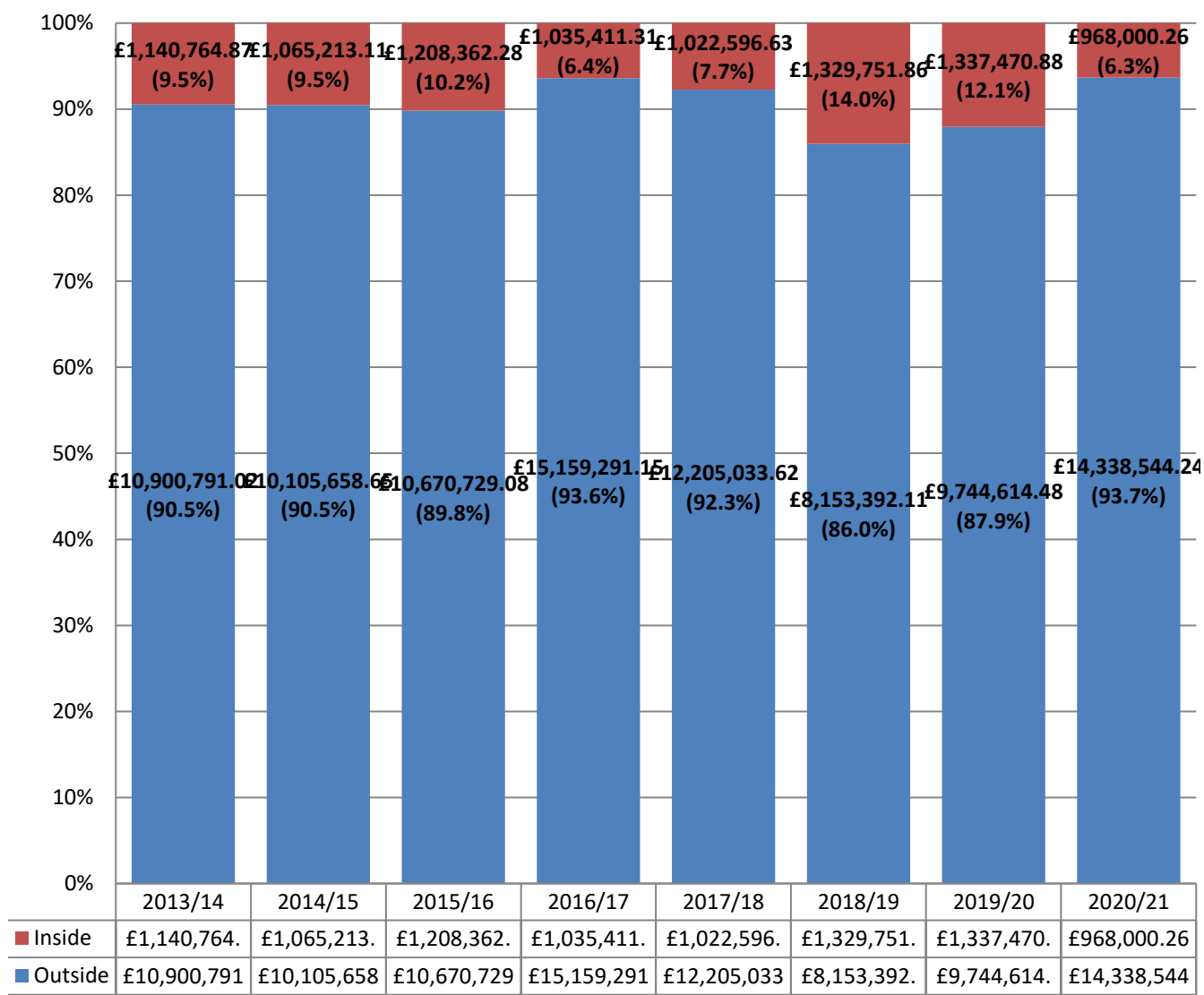
Order Summary 2013 - 2021



	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/2020	2020/2021
Over OJEU Limit	7	0	3	3	2	2	7	4
£50,000 to OJEU Limit	14	6	13	8	6	5	13	16
£30,000 to £50,000	20	15	15	13	10	17	11	16
£5,000 to £30,000	196	299	303	253	181	170	225	232
£0 to £5,000	6067	5258	5377	4859	4399	4714	4910	4020

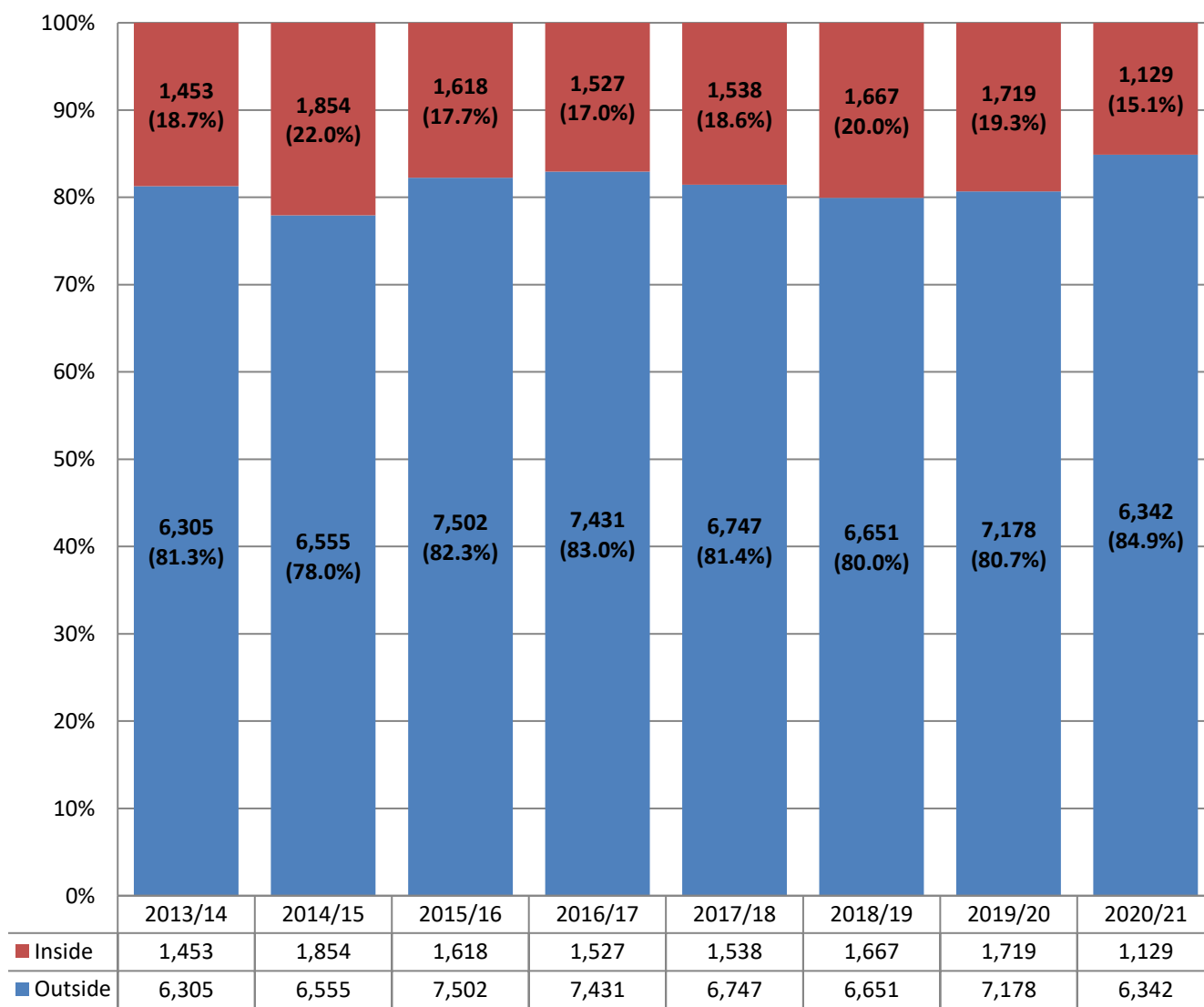
Annex 2 - Local Spend Analysis (by value):

Supplier Spend Summary 2013 - 2021



[Annex 3 - Local Spend Analysis \(by transactions\):](#)

Supplier Transaction Summary 2013 - 2021



1.6. LOCAL PROCUREMENT COLLABORATION:

1.6.1 Previous attempts (2010 and 2018) have been made with a combined range of public sector bodies (local authorities, emergency services, colleges, Royal Stoke University Hospital, universities, and social housing organisations) to develop a local Staffordshire approach to procurement. Had such attempts been successful this would have potentially delivered significant benefits from a number of perspectives examples of which include:

- The aggregated budgets/spend supporting greater leverage, stronger negotiation benefits and potential economies of scale from volume related categories;
- The development and standardisation of common spend categorisation and procurement approaches;
- The development and standardisation and management of the supply base;

- A common goal in utilising a local supply base, micro businesses, small to medium enterprises, voluntary and community sector organisations as part of a collaborative delivery model;
- An ongoing need to identify and deliver savings and service improvements for each collaborating partner;
- An opportunity to address the resourcing and short fall of professional expertise within some of the collaborating organisations;
- The development of a common goal/need to develop and improve social models and social value return;
- A joined up approach in supporting 'carbon reduction' and support in addressing the 'Climate Change' agenda.

1.6.2 The above said collaboration does take place with neighbouring authorities but mainly on an ad-hoc basis and it is widely accepted that this could be better co-ordinated, examples of collaboration include (*please note that this is not intended to be an exhaustive list*):

- Collaboration between four authorities (Staffordshire CC, Lichfield DC, South Staffs DC and Newcastle-under-Lyme BC) to ensure the compliant delivery of a 'secure e-payments portal';
- Purchase of Air Quality - Consultancy Support – (Newcastle-under-Lyme BC, Stoke-on-Trent CC and Staffordshire CC (Highways));
- Purchase of Green Belt Site Assessment - Consultancy Support (Newcastle-under-Lyme BC & Stoke-on-Trent CC);
- Purchase of Permit Stickers – Garden Waste (Lichfield DC, South Staffs DC East Staffs BC and Newcastle-under-Lyme BC);
- Purchase of Tyres and Tubes – (Newcastle-under-Lyme BC & Stoke-on-Trent CC);
- Purchase of vehicle oils and lubricants – (Newcastle-under-Lyme BC & Stoke-on-Trent CC);
- Contract for the processing Dry Mixed Recyclate (DMR) - (Newcastle-under-Lyme BC Lichfield DC and the & Staffordshire Waste Partnership);

1.6.3 Contract and Frameworks² established by neighbouring authorities which are open to the Borough Council to use:

- Framework for Professional Services to support Construction and Facilities Management – Stoke-on-Trent CC;
- Framework for Planned Works – Stoke-on-Trent CC;
- Framework for Water Testing – Staffordshire CC;

1.7. **NATIONAL PROCUREMENT FRAMEWORKS & ALTERNATE SOLUTIONS:**

1.7.1 Officers continue to use a number of national procurement frameworks developed by a range of organisations and purchasing consortia, examples of providers include:

- Crown Commercial Services (CCS);
- Eastern Shires Purchasing Organisation (ESPO);

² A procurement framework (or public sector framework), more commonly known as a Framework Agreement, is an arrangement where the buyer selects suppliers and sets terms and prices for a period in advance (often as much as 4 years in the future), and then calls on the suppliers to deliver the specification when required.

- KCS Professional Services working with the Central Buying Consortium (CBC);
- Local Government Resourcing Partnership (LGRP & YPO);
- Places for People;
- SCAPE;
- Sport England;
- The Procurement Partnership Limited (TPPL);
- UK Leisure - Denbighshire County Council (Alliance Leisure);
- Yorkshire Purchasing Organisation (YPO);

1.7.2 The benefits in using procurement frameworks include:

- Fast, efficient, easy to use Public Contract Regulations 2015 (PCR2015) compliant procurement frameworks, removing the need to undertake costly and time-consuming full procurement processes;
- Significant reduction in procurement timescale from six-nine months to as little as four weeks;
- Reduced procurement costs;
- Robust agreements resulting from thorough professional due diligence;
- Pre-agreed terms and conditions – fund simply a ‘call off’ from the framework to meet the Council’s requirements;
- Detailed and easy to use guides, support and templates;
- Frameworks delivering economies of scale from large volume buying;
- Reduced transaction costs;
- The development of long-term relationships;
- Performance measurement systems – designed to encourage continuous improvement and to verify that public money is being used wisely;
- Better social value and greater community wealth building.

1.7.3 Officers continue to explore new frameworks making these available to client officers throughout the Council;

1.7.4 Officers have also considered and used in a very limited manner third party support from:

- Maistro - The Maistro platform handles simple one-off sourcing projects as well as more complex tendering requirements, giving stakeholders and procurement team’s total visibility and control over the process at every stage. Maistro were utilised to source the design, build and erection of a number of advertising hoardings across the borough;
- Bloom – provide ‘professional services’ procurement delivering the NEPRO solution (part of the North Eastern Procurement Organisation (NEPO) consortia). Bloom were utilised to source the climate change consultants as part of the recent work undertaken as part of a ‘Renewable Energy Feasibility Study’.

1.8. **FUTURE PROCUREMENT:**

1.8.1 Effective procurement will continue to help the Council deliver its broader objectives and support its priorities. It supports in the delivery and commitment to sustainability, fairness and

the development of our local economy. Corporate procurement supports officers throughout the organisation to deliver compliant purchasing decisions.

1.8.2 In recognising the need to support the local economy corporate procurement aims to assist in identifying ways to improve local spend, this currently being only 6.3% by value of the Council's annual spend for 2020-21 a sharp fall from 2018-19 and 2019-20 and a possible casualty of the COVID-19 crisis.

1.8.3 The drafting and development of a new Procurement Strategy & Action Plan for 2022-25 has commenced with a number of priorities being identified by the Business Improvement Manager which include:

- A need to research alternate approaches (and the possible introduction of supportive software) to make available a more proactive solution to contract management and timely reporting where client officers' receive automated timely updates/warning of up and coming contract end dates, effectively supporting the timely renewal of relevant contracts. Any software solution should also aim to offer an opportunity to report and update in line with the requirements of the Local Authority Transparency Code 2015;
- A more proactive approach to the drafting of procurement documents linked to the range of projects included in the Council's Capital Programme (enabling the timely release of procurement opportunities once agreement is reached to seek market quotations/tenders) this task is aimed at supporting the work of the Facilities Management team;
- To support both compliance and officer understanding of the requirements within the formal procurement and contracting processes, the introduction of a simplified procurement gateway process ensuring early officer engagement and longer term compliance with legislation and the council governance procedures;
- Localised (by service and/or 1-2-1) procurement training/familiarisation;
- The identification of key procurement categories and a review of the benefits of the possible introduction of 'category management' (where resources permits) assessing if this is able to be delivered as part of the council's current devolved procurement delivery approach;
- Improvements to the ongoing monitoring and review of the council's high value / high risk contracts and contractors;
- Further embedding of contract monitoring of high value, high risk critical corporate contractors and contracts;
- A review and update of the Borough Council's sustainable procurement policy;
- Annual updates to 'Contract Procedure Rules';
- Annual review and updates to the Council's 'Modern Slavery Statement';
- Ongoing reviews, development and publication of officer guidance documents;
- A third party assessment of procurement processes, encompassing a review of the Council's contract/finance/procurement rules (the Council's suite of standard contracts and management guides that officers have produced). The plan being to obtain independent advice on a compliant, but streamlined set of rules/processes/guidance, with a suite of up to date template contracts for the majority of arrangements the Council enters into;
- Delivery and embedding of changes to national procurement policy post BREXIT and Governments 'Green Paper' - Transforming Public Procurement;
- Support opportunities for Staffordshire wide collaboration in procurement aiming to:

- deliver standardisation;
- service delivery improvements;
- possible benefits that can be achieved/gained from aggregating LA spend;
- the achievement of economies of scale;
- Staffordshire wide savings;
- contribute to Staffordshire wide carbon reduction.

1.8.4 The Business Improvement Manager holds the accreditation MCIPS (Member of the Chartered Institute Purchasing & Supply), and as such will aim to maintain a level of knowledge that supports compliant procurement processes throughout the Council.

1.8.5 The Business Improvement Manager will continue to report bi-monthly to statutory officers identifying any procurement compliance concerns and offering possible corrective action solutions. This work may also involve the interpretation of any changes in legislation that may require updates to the Councils contracting and/or procurement delivery processes.

2. **Issues**

- 2.1 With a number of new officers joining the Council, there is a need to identify those who will be directly involved in future procurement processes, offering them guidance and support as part of this work, either via group or 1-2-1 training/familiarisation with Council governance protocols and procedures. The Business Improvement Manager remains supportive as and when these officers are required to undertake a formal procurement process.
- 2.2 The successful funding linked to Town Deal and Future High Street Funding will generate a number of procurement exercises and officer requests for guidance and support, especially when working with partner organisations. The Business Improvement Manager will look to ensure compliance and the timely delivery of such projects alongside the relevant project managers (who may be unaware of the Council's internal governance procedures) and lead officers.
- 2.3 As indicated in section 1.2.7 the expected changes that will become law following Governments Green Paper on reforms to public procurement law after Brexit will need to be embedded throughout the Council and appropriate procurement procedures (contract procedure rules) updated and communicated to all officers responsible for the day to day procurement of goods and services for their relevant services.
- 2.4 Looking to introduce formal checking prior to commencement of procurement processes the Gateway process mentioned in this report (para 1.8.3) is aimed at presenting client officers with a range of considerations and checks prior to the commencement of procurement processes (at an established level of spend). There will be a need to obtain senior management buy-in and subsequently embed the process to further support compliance.
- 2.5 To reduce/eliminate the potential of rogue spend your officer will continue to remind responsible client officers (Heads of Service and Business Managers) of the need for compliance with Council Contract Procedure Rules. The introduction of formal checking and possible Gateway process will also aid the elimination of rogue spend, your officer acknowledging the need for a proportional approach to procurement when considering the Council spend profile e.g. low value high transactional (2020/21 99.2% of the Borough Council spend was between values of £1 and £30,000).

3. **Proposal**

- 3.1 This officer report highlights a number of proposals which look to deliver both a 'business as usual' approach and the development of a number of key pieces of work which will be incorporated in the action plan which is aimed at supporting the delivery of the Council's Procurement Strategy 2022-25.

4. **Reasons for Proposed Solution**

- 4.1 The solutions proposed throughout the report offer and will deliver:
- 4.1.1. The review and updating of existing governance procedures in line with statutory requirements;
 - 4.1.2. The drafting of a new procurement strategy and action plan for 2022-25;
 - 4.1.3. A third party review of procurement processes, encompassing a review of the Council's contract/finance/procurement rules, with an aim to provide a suite of up to date template contracts for the majority of arrangements the council enters into;
 - 4.1.4. Structured processes that aim to support greater compliance when delivering procurement outcomes;

5. **Options Considered**

- 5.1 As this is an information report to the 'Finance Assets and Performance Scrutiny Committee' no options have been established.

6. **Legal and Statutory Implications**

- 6.1 There remains the continued need for compliance in line with:
- 6.1.1. Public Contract Regulations 2015 (PCR2015);
 - 6.1.2. The Public Procurement (Amendment etc.) (EU Exit) Regulations 2019
 - 6.1.3. Local Authority Transparency Code 2015

7. **Equality Impact Assessment**

- 7.1 Equality impacts are considered and addressed by officers in the drafting and updating of appropriate procedures and by client officers as part of the individual procurement process.

8. **Financial and Resource Implications**

- 8.1 There is an ongoing budget in place for corporate procurement support and each of the Council's services where applicable will have revenue and capital budgets established and approved for the procurement of goods, services and works.

9. **Major Risks**

- 9.1 Without the appropriate resources, governance policies, procedures and support major risks may arise with non-compliance to statutory requirements resulting in heightened risks of procurement challenges and remedies claims, alongside reputational damage for the Council.

10. **UN Sustainable Development Goals and Climate Change Implications**

- 10.1 The proposed approach adopted and delivered as part of the majority of the Borough Council procurements supports UNSG and Climate Change objectives in a number of ways.

Principally, through prior consideration and the development of relevant specifications for the procurement of goods, services and works, taking into consideration sustainable development and climate change impacts. The following UNSGs are supported.



11. Key Decision Information

11.1 There are no key decision linked to the production and publication of this report, the report is intended to respond to members of 'Finance Assets and Performance Scrutiny' committee request seeking an information report that the Council's Procurement Strategy integrates with all of the other work done to ensure that the Council was following good management practice.

12. Earlier Cabinet/Committee Resolutions

12.1 The report is intended to respond to 'Finance Assets and Performance Scrutiny' committee request seeking an information report that the Council's Procurement Strategy integrates with all of the other work done to ensure that the Council was following good management practice.

13. List of Appendices

13.1 There are no appendices linked to this report.

14. Background Papers

14.1 The 2018-21 Procurement Strategy and action plan can be made available on request, albeit work has commenced on draft a new strategy and action plan that will commence from 2022-25.