



PURPOSE: For noting

MEETING: Cabinet

DATE: 04 April 2023

TITLE	Procurement & Contract Management Strategy	
Ward(s)	Citywide	
Author: Niotia Ferguson	Job title: Head of Procurement & Contract Management	
Cabinet lead: Cllr Craig Cheney, Finance, Governance and Performance	Executive Director lead: Stephen Peacock, Chief Executive	
Proposal origin: BCC Staff		
Decision maker: Cabinet Member		
Decision forum: Cabinet		
Timescales: April 2023		
<p>Purpose of Report: For Cabinet to:</p> <ol style="list-style-type: none"> 1. Note the Procurement and Contract Management Strategy at Appendix A. 2. Note that the Director of Finance will undertake any necessary updates or amendments to reflect changes in the law and/or correct errors to finalise the Strategy. 3. Note that the Director of Finance in consultation with the Cabinet Member City Economy, Finance and Performance will approve updates to the Strategy following the proposed review every 2 years. 		
<p>Evidence Base:</p> <ol style="list-style-type: none"> 1. Procurement & Contract Management Service (the Service) plays a large part in the Council delivering its Corporate Plan and ambitions. It is therefore important that the Service adopts a strategy to: <ol style="list-style-type: none"> a. set out the corporate direction of travel for Procurement & Contract Management Service, by detailing the major priorities, objectives and aims for the Service across the Council whilst ensuring compliance with the Public Contracts Regulations (PCR2015) and the Procurement Bill once this is in force. b. support the delivery of the Council's Corporate Plan. 2. The Procurement & Contract Management Strategy (the Strategy) has four core ambitions: <ol style="list-style-type: none"> a. Best Value b. Fair & Compliant c. Healthy & Sustainable d. Local Communities 3. The Guiding Principles set out in the Strategy apply to both the AS IS business as usual Procurement to support day to day council services and the TO BE future pipeline of procurement activity and contract performance monitoring aims. 4. From time-to-time, the Strategy may need to be updated or amended to clarify points or reflect changes in the law, and the intention is that this will be done with the approval of the Director of Finance. The intention is to review the Strategy every 2 years – with any updates approved by the Director of Finance in consultation with the Cabinet Member Finance, Governance and Performance. 		
Cabinet Member / Officer Recommendations:		

<p>That Cabinet:</p> <ol style="list-style-type: none"> Note the Procurement and Contract Management Strategy at Appendix A. Note that the Director of Finance will undertake any necessary updates or amendments to reflect changes in the law and/or correct errors to finalise the Strategy. Note that the Director of Finance in consultation with the Cabinet Member City Economy, Finance and Performance will approve updates to the Strategy following the proposed review every 2 years.
<p>Corporate Strategy alignment: This proposal primarily aligns with Council’s Corporate Strategy</p>
<p>City Benefits: The Procurement & Contract Management process has a direct impact on the achievement of the Council’s goals in relation to delivering value for money, improving sustainability and acting transparently.</p>
<p>Consultation Details: Whilst drafting the Strategy we reviewed existing guidance, other local authority and BCC department Strategies, good practice and liaised with relevant internal teams and a Members Scrutiny Task & Finish Group. We also sought review and feedback from external supply chain including local SMEs, micro and voluntary organisations and suppliers.</p>
<p>Background Documents:</p>

Revenue Cost	£0	Source of Revenue Funding	n/a
Capital Cost	£0	Source of Capital Funding	n/a
One off cost <input checked="" type="checkbox"/>	Ongoing cost <input type="checkbox"/>	Saving Proposal <input type="checkbox"/>	Income generation proposal <input type="checkbox"/>

Required information to be completed by Financial/Legal/ICT/ HR partners:		
<p>1. Finance Advice: This report seeks cabinet approval for the adoption of attached Procurement and Contract Management Strategy for the Council. There is no direct financial implication as a result of this strategy. Strategy aims to ensure Procurement and contract management is consistent across the Council, compliant, fair, and ensures best value is derived also acting as a reference point for monitoring activities.</p>		
<p>Finance Business Partner: Olubunmi Kupoluyi, Finance Business Partner. 09 March 2023</p>		
<p>2. Legal Advice: The Procurement and Contract Management Strategy will need to comply with the Council’s Procurement Rules and all applicable public procurement law (including the Public Contracts Regulations 2015 and the Procurement Bill when this comes into force).</p>		
<p>Legal Team Leader: Sinead Willis, comments provided on this report and the Procurement and Contract Management Strategy as at 7 March 2023</p>		
<p>3. Implications on IT: I can see no implications on IT in regard to this activity.</p>		
<p>IT Team Leader: Alex Simpson – Senior Solution Architect, 9th March 2023</p>		
<p>4. HR Advice: No HR implications apparent</p>		
<p>HR Partner: Bryn Williams, 7th March 2023</p>		
EDM Sign-off	Stephen Peacock	1st March
Cabinet Member sign-off	Cllr Craig Cheney, Finance Governance and Performance	1st March
For Key Decisions - Mayor’s Office sign-off	Mayor’s Office	6th March

Appendix A – Further essential background / detail on the proposal	YES
Appendix B – Details of consultation carried out - internal and external	NO
Appendix C – Summary of any engagement with scrutiny	YES

Appendix D – Risk assessment	NO
Appendix E – Equalities screening / impact assessment of proposal	NO
Appendix F – Eco-impact screening/ impact assessment of proposal	NO
Appendix G – Financial Advice	NO
Appendix H – Legal Advice	NO
Appendix I – Exempt Information	No
Appendix J – HR advice	NO
Appendix K – ICT	NO
Appendix L – Procurement	NO