



**REPORT of
DIRECTOR OF RESOURCES**

to
FINANCE AND CORPORATE SERVICES COMMITTEE
26 SEPTEMBER 2017

**REPLACEMENT COMMISSIONING AND PROCUREMENT STRATEGY AND
CONTRACT PROCEDURE RULES**

1. PURPOSE OF THE REPORT

- 1.1 To consider and recommend to the Council that the following updated and modified documents be agreed:
- Procurement Strategy (**APPENDIX A**)
 - Contract Procedure Rules (**APPENDIX B**)

2. RECOMMENDATION

To the Council

That the updated Commissioning and Procurement Strategy (**APPENDIX A**) and Contract Procedure Rules (**APPENDIX B**) be agreed.

3. SUMMARY OF KEY ISSUES

- 3.1 The previous Commissioning and Procurement Strategy was brought to the Finance and Corporate Services Committee on 5 March 2013.
- 3.2 Due to the time which has lapsed the strategy has been re-written to ensure that it meets the needs of the authority.
- 3.3 Since the previous version was adopted a number of new requirements must be considered, including the Public Services (Social Value) Act (2012), National Procurement Strategy (2015) and the Public Contract Regulations (2015).
- 3.4 The revised Commissioning and Procurement Strategy (**APPENDIX A**) has also been amended to take the Senior Management Restructure and revised Corporate Plan into account.
- 3.5 The strategy has also introduced documented performance management for all contracts in place with a value greater than £25,000.
- 3.6 The previous Contract Procedure Rules were also brought to the Finance and Corporate Services Committee on 5 March 2013. The Contract Procedure Rules

(APPENDIX B) provide the Council's mandatory procedures on methods of procurement.

- 3.7 The Contract Procedure Rules have been updated to ensure that they include guidance on calculated the total contract value, a section on extensions and variations and removal of the approved lists section as these are no longer used.

4. CONCLUSION

- 4.1 The strategy and contract procedure rules required amendment and emerging issues have been addressed in this updated version.

5. IMPACT ON CORPORATE GOALS

- 5.1 This report links to the corporate goal of being an organisation which delivers good quality, cost effective and valued services in a transparent way.

6. IMPLICATIONS

- (i) **Impact on Customers** – None.
- (ii) **Impact on Equalities** – None identified.
- (iii) **Impact on Risk** – Procurement strategy minimises risk through following best practice.
- (iv) **Impact on Resources (financial)** – Efficient procurement ensures transparency and efficient use of resources.
- (v) **Impact on Resources (human)** – None identified.
- (vi) **Impact on the Environment** – The strategy links to the Council's approved Environment and Climate Change Strategy.

Background Papers: None.

Enquiries to: Emma Foy, Director of Resources, (Tel 01621 875762).