

# TEWKESBURY BOROUGH COUNCIL

<b>Report to:</b>	Executive Committee
<b>Date of Meeting:</b>	5 January 2022
<b>Subject:</b>	Review of Procurement Strategy
<b>Report of:</b>	Asset Manager
<b>Corporate Lead:</b>	Head of Finance and Asset Management
<b>Lead Member:</b>	Lead Member for Finance and Asset Management
<b>Number of Appendices:</b>	One

## **Executive Summary:**

The Corporate Procurement Strategy was last updated in October 2016 and is now due for review. The strategy has been updated to reflect the progress made and is supported by the Contract Procedure Rules, approved at Council in February 2019.

## **Recommendation:**

**Executive Committee is asked to APPROVE the updated Corporate Procurement Policy.**

## **Reasons for Recommendation:**

The Council is spending public money and has a duty to do this in an open and transparent way and obtain best value. The Procurement Strategy reflects this obligation and promotes effective procurement.

## **Resource Implications:**

None directly arising from the report.

## **Legal Implications:**

The Council was required to adopt Contract Procedure Rules in order to comply with Section 135 Local Government Act 1972 which requires all local authorities to make standing orders with respect to the making of contracts by them or their behalf for the supply of goods or materials or for the execution of works. This Strategy supports the Contract Procedure Rules. Significant changes to procurement legislation as a result of the UK's withdrawal from the European Union is expected to come into force in 2023. Consequently, the Contract Rules and possibly this Strategy, will need to be reviewed and amended.

## **Risk Management Implications:**

The strategy is a 'framework' that enables the authority to meet its legal obligations and reduce the possibility of legal challenge and litigation claims.

**Performance Management Follow-up:**

The Procurement Officer meets with One Legal on a regular basis to review current best practice, legislation updates and to discuss future developments to improve the service. The contracts register of the Council is subject to transparency requirements and is published on a quarterly basis.

**Environmental Implications:**

The strategy has been updated to ensure climate change emergency activities are underpinned by the strategy by ensuring renewable energy strategies, waste management strategies and carbon enhancement initiatives are encouraged through service providers and the supply chain

**1.0 INTRODUCTION/BACKGROUND**

- 1.1** The Corporate Procurement Strategy (CPS) is aimed at promoting effective procurement across the whole organisation.
- 1.2** The current CPS was last fully approved by Members in October 2016.
- 1.3** Historically, the Council spends approximately £6million per year on procuring goods, services and works this figure includes outsourcing of services such as Ubico and the Leisure Centre. A clear focused Procurement Strategy will ensure best value is achieved whilst delivering on all areas of the Council objectives.
- 1.4** This Strategy sets out how procurement will support the delivery of the Council's Corporate Plan 2021–2025 and its corporate priorities, as well as meet the Council's legislative obligations.
- 1.5** In addition, the Strategy also takes into account recommendations of the Local Government Association in the National Procurement Strategy for Local Government in England 2018.

**2.0 REVISED CORPORATE PROCUREMENT STRATEGY**

- 2.1** The draft Corporate Procurement Strategy contains actions to ensure that procurement within the organisation is taken forward over the period of the Strategy.

Since 2016 a number of actions have been delivered, along with improvements to the service.

- E-tendering and E-contract software system has been introduced.
- Streamlining of the procurement process to ensure quick and efficient tendering processes for goods and services.
- Procurement training completed by all key Officers.
- Updated toolkit.
- Compliance with requirements to publish all contracts on Government website 'Find a contract'.

- 2.2** The draft Corporate Procurement Strategy 2021 – 2025 is detailed at Appendix A.

- 2.3** The draft CPS for the next four years continues the aim of ensuring procurement is carried out effectively and delivers value for money for the Council. In this respect, much of the Strategy remains the same. The previous Strategy focused on the introduction of electronic processing from procurement through to purchasing and budget management. These systems will continue to be developed utilising additional software modules to proactively procure goods and services in a timely manner along with the management and monitoring of contracts.
- 2.4** If the revised CPS is approved by Executive Committee on 5 January 2022, it is intended that it will be replacing the existing CPS with immediate effect.
- 3.0 OTHER OPTIONS CONSIDERED**
- 3.1** None.
- 4.0 CONSULTATION**
- 4.1** With the Procurement Officer and Section 151 Officer.
- 5.0 RELEVANT COUNCIL POLICIES/STRATEGIES**
- 5.1** Contract Procedure Rules last approved by Council in February 2019.  
Financial Procedure Rules last approved by Council in February 2019.
- 6.0 RELEVANT GOVERNMENT POLICIES**
- 6.1** None.
- 7.0 RESOURCE IMPLICATIONS (Human/Property)**
- 7.1** None.
- 8.0 SUSTAINABILITY IMPLICATIONS (Social/Community Safety/Cultural/ Economic/ Environment)**
- 8.1** The Corporate Procurement Strategy underpins the climate change emergency motion to achieve carbon neutrality by 2030.
- 9.0 IMPACT UPON (Value For Money/Equalities/E-Government/Human Rights/Health And Safety)**
- 9.1** The Corporate Procurement Strategy helps the Council to demonstrate value for money in its procurement activities.
- 10.0 RELATED DECISIONS AND ANY OTHER RELEVANT FACTS**
- 10.1** Approval of Contract Procedure Rules at Council in February 2019.

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**Background Papers:** None.

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**Appendices:** A – Corporate Procurement Policy.