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**Meeting:** Executive  
**Date:** 10 November 2009  
**Subject:** Corporate Commissioning and Procurement Strategy  
**Report of:** Cllr Maurice Jones, Portfolio Holder for Corporate Resources  
**Summary:** The report proposes that the Council adopts the attached Corporate Commissioning and Procurement Strategy 2009/10.

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**Advising Officer:** Clive Heaphy, Director of Corporate Resources  
**Contact Officer:** Rob Gregan, Head of Procurement  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Executive  
**Key Decision** Yes  
**Reason for urgency/  
exemption from call-in  
(if appropriate)** N/A

## **CORPORATE IMPLICATIONS**

### **Council Priorities:**

The likelihood of the Council achieving its vision through delivery of its main priorities will be greatly increased if it obtains value for money in all its activities and an effective Commissioning and Procurement Strategy is crucial to that objective.

The Commissioning and Procurement Strategy will touch all service areas in respect of external expenditure and is essential to demonstrate that the Council is making the best use of its resources.

### **Financial:**

Commissioning and Procurement will contribute significantly to the Council's efficiency agenda (£2.8m of £11.5m annual revenue savings identified in the business case for creating Central Bedfordshire).

### **Legal:**

The Council must comply with relevant EU directives and public supply regulations in undertaking procurement. The development of a comprehensive commissioning and procurement strategy will minimise the risk of non-compliance with the various legal rules which apply to local procurement arrangements.

**Risk Management:**

The risk if this strategy is not adopted is: CBC will not meet its efficiency targets and VFM will not be achieved. Thus having a detrimental effect on budgets and delivery of services.

**Staffing (including Trades Unions):**

No specific HR issues.

**Equalities/Human Rights:**

The Council has a statutory duty to ensure that public money is spent in a way that does not lead to unfair discrimination and social exclusion. The strategy highlights the need to address these duties and consideration of equality issues has therefore been built into each stage of the procurement process where relevant. This includes development and implementation of

- a procurement equality policy statement
- an equality relevance check for contracts
- a standard equality questionnaire for contractors
- a more detailed additional equality questionnaire for contractors with very significant equality responsibilities

Further support and guidance will be provided to officers working on contracts which have a significant impact on the delivery of our equality duties.

**Community Safety:**

No impact

**Sustainability:**

The proposed strategy commits the Council to sustainable procurement and the adoption of the Flexible Framework as recommended in *Procuring the Future, Sustainable Procurement National Action Plan* produced by the government's Sustainable Procurement Taskforce.

By December 2009 the Council will assess its current position on the Flexible Framework for Sustainable Procurement and set target dates to have achieved each level.

**RECOMMENDATION(S):**

that the Executive:

- (a) **considers the attached Corporate Commissioning and Procurement Strategy and commends it for implementation.**
- (b) **agrees that the Portfolio Holder for Corporate Resources liaises with the Director of Corporate Resources to review the attached Corporate Commissioning and Procurement Strategy annually.**

*Reason for Recommendation(s): So that the Council has an agreed Corporate Commissioning and Procurement Strategy as recommended in the National Procurement Strategy.*

**Introduction**

1. The National Procurement Strategy produced by the then Office of the Deputy Prime Minister in 2003 set out a requirement for local authorities to develop corporate procurement strategies which are owned by chief executives, members and senior officers.

**Purpose of the Corporate Commissioning and Procurement Strategy**

2. The Corporate Commissioning and Procurement Strategy sets out broadly what is required of the Council in order to achieve best value in all of its commissioning and procurement activity. In doing so the Council will ensure that it complies with EU and UK Public Procurement Regulations and follows best practice as recommended by professional bodies and leaders in the field.

**Maintenance of the Corporate Commissioning and Procurement Strategy**

3. It is proposed that the strategy is reviewed and revised as appropriate on an annual basis.

**Ownership and Delivery**

4. Ownership of the strategy will rest with a Corporate Commissioning and Procurement Steering Group, chaired by the Director of Corporate Resources and comprising senior staff from each directorate.
5. The Commissioning and Procurement Steering Group will report on progress quarterly to Central Bedfordshire Management Team and annually to the Executive.

## **Conclusion and Next Steps**

6. The proposed Corporate Commissioning and Procurement Strategy brings together all of the key elements of modern procurement and commissioning into a holistic approach to tackling the challenges of achieving value for money and excellent service for the citizens of Central Bedfordshire. It will serve as a main platform for the delivery of the Council's Strategic Plan.
  
7. The next steps are to communicate the strategy, set up the Commissioning and Procurement Steering Group and commence the Contract and Category Review programmes. A more detailed action plan is set out in the main report shown in Appendix A.

### **Appendices:**

Appendix A – Corporate Commissioning and Procurement Strategy 2009/10

### **Background Papers:** (open to public inspection)

None

**Location of papers:** Not applicable