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**Meeting:** Executive  
**Date:** 13 July 2010  
**Subject:** Corporate Commissioning & Procurement Strategy  
**Report of:** Customer & Central Services Overview & Scrutiny Committee  
**Summary:** The report outlines a number of recommendations from the Customer & Central Services Overview & Scrutiny Committee regarding certain aspects of the Corporate Commissioning & Procurement Strategy.

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**Advising Officer:** Ian Porter, Assistant Director, Strategy and Performance  
**Contact Officer:** Bernard Carter, Overview & Scrutiny Manager  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Executive  
**Key Decision** No  
**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 & Procurement Strategy is crucial to that objective.

### **Financial:**

n/a

### **Legal:**

n/a

### **Risk Management:**

n/a

### **Staffing (including Trades Unions):**

n/a

### **Equalities/Human Rights:**

n/a

**Community Safety:**

n/a

**Sustainability:**

n/a

**RECOMMENDATION(S):****1. that the Executive considers:-**

- (a) Implementing processes to ensure that Budget Holders are encouraged to strictly adhere to the Council's Corporate Commissioning and Procurement Strategy and not purchase off-contract except in exceptional circumstances; and**
- (b) Implementing processes to ensure that all contracts are reviewed in sufficient time to ensure that the Council is not required to extend a contract as a result of time constraints incorporated within procurement rules.**

*Reason for Recommendation(s):* So that the Council can be confident in its ability to achieve best value when purchasing goods and services.

1. Members will recall that the Executive approved the Corporate Commissioning & Procurement Strategy at its meeting on 10 November 2009.
2. At a meeting of the Customer & Central Services Overview & Scrutiny Committee on 21 June 2010 Members received a presentation from the Head of Procurement which provided an update on the progress made to date in implementing the key elements of the Strategy within the Council.
3. During the presentation the Head of Procurement drew Members' attention to the main areas of Council expenditure and in particular covered the issue of contract spend. Discussion took place regarding off contract purchases, which still accounted for a significant minority of all corporate purchases (22% of all stationery, HR temps/interims etc, advertising and ICT), and the means by which this could be prevented in order to achieve average savings of 17% of the off contract spend which equated to over £1M per annum.
4. It was Members' assertion that more needed to be done to encourage Budget Holders to adhere to the Council's Corporate Commissioning & Procurement Strategy and not purchase off contract.
5. Members also expressed some concern regarding the poor quality of service provided by some contractors and the need to ensure the level of service set out within a contract was fully and clearly defined.

6. It was Members' opinion that all contracts needed to be reviewed in sufficient time prior to contract end to ensure that the Council did not find itself in the position of having to extend an existing (and potentially under performing) contract as a result of non-compliance with any mandatory time constraints incorporated within UK or European procurement rules (or indeed within the Council's own constitution).

**Appendices:**

None

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

None

**Location of papers:** n/a