



Cabinet

15 July 2020

Report of: Councillor Ronnie de Burle -
Portfolio Holder for Corporate
Finance and Resources

Annual Procurement Appraisal and Framework 2020 - 2024

Corporate Priority:	Service excellence in all we do.
Relevant Ward Member(s):	All
Exempt Information:	No
Key Decision:	No
Subject to call-in:	No

1 Summary

- 1.1 This report sets out the proposed Annual Procurement Appraisal and Framework 2020 – 2024 for consideration.
- 1.2 The Appraisal and Framework will promote effective procurement across the Council, as well as summarising how the Council will adopt a strategic approach to sustainable procurement based on national and regional drivers, best practice and recommendations on sustainable procurement. Every aspect of the procurement process and practice must be aimed at delivering best value for the benefit of the people of the local area. The Appraisal and Framework is a high level statement of principles and policies and is subject to the Contract Procedure Rules and is supported by the Procurement Toolkit, which sets out in more detail the procurement methods and practices.

2 Recommendation(s)

- 2.1 That Cabinet approves the new Annual Procurement Appraisal and Framework 2020 - 2024 as attached in Appendix A.

3 Reason for Recommendations

- 3.1** The Appraisal and Framework looks at the Key Areas within the National Procurement Strategy (2018) and assesses the Council against each principle, setting out clear commitments for the next four years. These commitments will be reviewed on an annual basis to monitor progress, as well as any external impacts and influences.
- 3.2** Building on and linking with the Key Areas of the National Procurement Strategy, Appendix A also sets out how Procurement can help the Council to achieve some of their priorities, as set out within the Corporate Strategy (2020-2024).
- 3.3** The Appraisal and Framework seeks to find a balance between a drive for best practice, value for money and looking at how the Council can achieve increased sustainable procurement.

4 Background

- 4.1** Over the last eight months, Welland Procurement has reviewed the current and future priorities of the Council, and how these can be supported by Procurement. This has led to the proposed Annual Procurement Appraisal and Framework 2020 – 2024 as attached at Appendix A.

5 Main Considerations

- 5.1** The development of the Annual Procurement Appraisal and Framework 2020 - 2024 has drawn upon a number of sources:

The previous Melton Borough Council Sustainable Procurement Strategy 2015

This document was reviewed so that an understanding of previous objectives could be gained, and the context for future improvements established.

[The LGA National Procurement Strategy 2018](#)

The National Procurement Strategy was reviewed and updated in 2018 to build on the achievements of Local Authorities under the 2014 Strategy. The focus has moved on from compliance and tactical issues, to areas that are now emerging priorities to local government:

- Showing leadership: engaging councillors and senior managers, working with partners and engaging strategic suppliers.
- Behaving commercially: creating commercial opportunities, managing contracts and relationships and managing strategic risk.
- Achieving community benefits: obtaining social value, engaging local Small and medium-sized enterprises (SMEs), and enabling Voluntary Community and Social Enterprise (VCSE) engagement.

The National Procurement strategy recognises that a “one size fits all” approach does not reflect the local needs, visions and priorities of individual Councils. However, by using the National “Key Areas” as a basis for this Appraisal, this will ensure the Council’s approach to procurement can be tracked against nationally recognised standards.

The (Melton Borough Council) Corporate Strategy 2020-2024

Melton Borough Council's Corporate Strategy states what the Council's focus should be over the next four years, and sets out commitments to significantly invest in housing services, environmental enforcement, improving customer services and delivering the homes, jobs and infrastructure the Borough requires.

At a time of significant financial pressures, the need to prioritise and redirect resources to different areas is clear. With this in mind, the new Appraisal and Framework seeks to find a balance between affordability and ambition, a balance between investing in core services and in new initiatives.

Whilst the Corporate Strategy summarises the Council's key priorities, this Procurement Appraisal and Framework sets out how Procurement can help the Council to achieve some of these priorities, along with recording an annual progress review from 2021 onwards.

6 Options Considered

- 6.1** To continue with the existing Sustainable Procurement Strategy. This is not recommended, as it has not been reviewed for six years. Whilst the previous strategy took into consideration the previous objectives of the LGA National Procurement Strategy, this Appraisal and Framework looks to update the priorities and objectives of Melton Borough Council, in line with the 2018 National Procurement Strategy.

7 Consultation

- 7.1** There has been significant engagement from internal stakeholders on this document as well as the Welland Procurement Board.

January 2020 – Board members (eight Councils and Welland Officers) received an early version of this document, and were asked to provide feedback and commentary prior to the document going through the approval process.

8 Next Steps – Implementation and Communication

- 8.1** Subject to Cabinet approval, the Annual Procurement Appraisal and Framework 2020 - 2024 (and associated Equality Impact Assessment) will be published on Melton Borough Council's internet pages.
- 8.2** This Appraisal and Framework will also be promoted to Officers within the Council and the template rolled out to clients receiving procurement support from Welland Procurement.
- 8.3** Action plans will be developed over the next year to enable to commitments set out to be achieved. These commitments will be reviewed on an annual basis to monitor progress.

9 Financial Implications

- 9.1** There are no financial implications associated with this report. .

Financial Implications reviewed by: Corporate Services Manager

10 Legal and Governance Implications

10.1 Cabinet has responsibility for providing strategic leadership to the Authority. It is therefore a Cabinet function to approve the recommendation for the strategic direction contained within the Annual Procurement Appraisal and Framework 2020 - 2024.

Legal Implications reviewed by: Director for Governance and Regulatory Services

11 Equality and Safeguarding Implications

11.1 An Equality Impact Assessment has been approved by the Check and Challenge group and is available upon request.

12 Community Safety Implications

12.1 There are no implications to consider.

13 Environmental and Climate Change Implications

13.1 The Appraisal and Framework commits to promote climate objectives as part of any procurement process, ensuring details of any objectives are within the specification as Key Performance Indicators, detailing what is to be measured, how often and the format information is to be provided in.

13.2 The Appraisal and Framework will be updated in line with actions identified by the climate change working group.

14 Other Implications (where significant)

14.1 Considered within the body of the report.

15 Risk & Mitigation

Risk No	Risk Description and Mitigation	Likelihood	Impact
1	Identified priorities are not delivered. Action plans will be developed over the next year to enable to commitments set out to be achieved. These commitments will be reviewed on an annual basis to monitor progress.	Low	Critical
2	Brexit It is recognised that the environment is fast-changing and that local and national developments, such as Brexit, may require changes in the Appraisal and Framework. Reviews will be conducted on at least an annual basis, but if amendments to Procurement legislation are made prior to the next planned review date, this Appraisal and Framework will be reviewed to ensure it is in alignment.	High	Marginal

		Impact / Consequences			
		Negligible	Marginal	Critical	Catastrophic
Likelihood	Score/ definition	1	2	3	4
	6 Very High				
	5 High		2		
	4 Significant				
	3 Low			1	
	2 Very Low				
	1 Almost impossible				

16 Background Papers

16.1 Within the body of the report.

17 Appendices

17.1 Appendix A - Annual Procurement Appraisal and Framework 2020 - 2024

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