

Classification: Public

Key Decision: No

Gravesham Borough Council

Report to: Performance & Administration Committee

Date: 9 November 2017

Reporting officer: Director (Corporate Services)

Subject: Draft Procurement Strategy

Purpose and summary of report:

To provide Members of the Performance and Administration Committee with a copy of the updated draft Procurement Strategy before it is formally approved, and to provide any comments to the Portfolio Holder for Performance and Administration.

Recommendations:

1. This report is for information only

1. Introduction

- 1.1 Procurement is a function within the remit of the Portfolio Holder for Performance & Administration. As the strategy has recently been updated, the draft strategy is attached for information purposes prior to its submission to Cabinet for adoption.

2. Review of the Procurement Strategy

- 2.1 The Procurement Strategy is intended to set out the principles that the council will follow in the acquisition of goods, works and services from third-party and in-house providers. The current strategy was last fully reviewed and updated in 2011.
- 2.2 The draft Procurement Strategy is presented at appendix two and has been prepared with the assistance of procurement colleagues from Medway Council. The strategy sets out, at a high level, how the council will ensure its procurement activity is legally compliant and supported by economic and efficient processes, whilst also seeking to support local businesses in bidding for opportunities with the council.
- 2.3 The decision-making arrangements of the council regarding procurement remain as set out in Annex 2.7 of the Constitution (Contract Procedure Rules).

3. Approval Process

- 3.1 The Procurement Strategy will be presented to Cabinet on 8 January 2018 for approval. At that meeting, suggestions made by the Overview Scrutiny Committee at their meeting on 19 October will also be considered.

4. BACKGROUND PAPERS

- There are no background papers to this report.

Anyone wishing to inspect background papers should, in the first place, be directed to Committee & Electoral Services who will make the necessary arrangements.

IMPLICATIONS**APPENDIX 1**

Legal	The procurement strategy details the actions necessary by the Council to remain compliant with relevant procurement law.
Finance and Value for Money	Effective Procurement arrangements will help to drive value for money.
Risk Assessment	The action plan contained within the Strategy will assist in the ongoing management of risk in procurement activity.
Equality Impact Assessment	Screening for Equality Impacts
	Question
	a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community? If yes, please explain answer. No
	b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality? If yes, please explain answer. N/A
	<i>In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above</i>
Corporate Plan	Effective procurement arrangements are fundamental to achieving success for the Council in delivering its corporate plan objectives.
Crime and Disorder	N/A
Digital and website implications	The Procurement Strategy will be made available via the council website.
Safeguarding children and vulnerable adults	N/A