



COUNCIL: 19th July 2023

CABINET: 27th June 2023

EXECUTIVE OVERVIEW &
SCRUTINY COMMITTEE: 15th June
2023

AUDIT & GOVERNANCE
COMMITTEE: 30th May 2023

Report of: Head of Finance, Procurement and Commercial Property

Relevant Portfolio Holder: Councillor R Molloy

Contact for further information: Name Catherine Kirwan (Extn. 3273)
(E-mail: catherine.kirwan@westlancs.gov.uk)

SUBJECT: Procurement Policy

Wards affected: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 To set out details of the proposed Procurement Policy

2.0 RECOMMENDATIONS TO AUDIT AND GOVERNANCE

2.1 That they consider the Procurement Policy and recommend to Council that the Procurement Policy is noted and approved

3.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW & SCRUTINY COMMITTEE

3.1 That they consider the Procurement Policy and recommend to Council that the Procurement Policy is noted and approved

4.0 RECOMMENDATIONS TO CABINET

4.1 That they consider the Procurement Policy and recommend to Council that the Procurement Policy is noted and approved

4.0 RECOMMENDATIONS TO COUNCIL

4.1 That the Procurement Policy is noted and approved.

- 4.2 That authority is given to Head of Finance, Procurement and Commercial Property to make and approve changes to the Procurement Policy to reflect any changes to Law or Regulatory Guidance with no further reference to Council.
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5.0 BACKGROUND

- 5.1 Following an Internal Audit Recommendation it was identified that the Procurement function would move to a centralised delivery model.
- 5.2 To support this move it is imperative that procedures and processes are reviewed. The proposed Procurement Policy will provide an overarching framework to promote compliance, to rules and regulations, principles of public procurement and councils visions and priorities.

6.0 CURRENT POSITION

- 6.1 The procurement service has historically been an advisory service and therefore previous policies and procedures need to be reviewed and updated to reflect the change to the service delivery model.
- 6.2 The Procurement Policy has been developed in line with the Community Wealth Building Strategy and will encompass the foundations of the strategy and the need to drive Value for Money in all Council expenditure.
- 6.3 The Procurement Policy will provide an overarching framework to enable officers to comply to the internal Contract Procedure Rules and relevant external rules and regulations, the principles of public procurement and the councils visions and priorities.
- 6.4 The relevant guidance and procedures will compliment the policy in enabling officers to comply with the policy whilst making it easy to update these documents in line with changes to the law, rules and regulations and the council's visions and priorities.
- 6.5 The introduction and implementation of the Policy and associated guidance will mitigate the risk of non-compliance to the relevant laws, statutory guidance, internal rules and regulations and ensure all procurement activity is done so whilst upholding the principles of public procurement.

7.0 SUSTAINABILITY IMPLICATIONS

- 7.1 There are no significant sustainability impacts associated with this report and, in particular, no significant impact on crime and disorder.

8.0 FINANCIAL AND RESOURCE IMPLICATIONS

8.1 There are no significant financial or resource implications arising from this report that existing budget provisions cannot accommodate.

9.0 RISK ASSESSMENT

9.1 This item is for information only and makes no recommendations. It therefore does not require a formal risk assessment and no changes have been made to risk registers.

10.0 HEALTH AND WELLBEING IMPLICATIONS

10.1 There are no health and wellbeing implications arising from this report.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

There is a direct impact on members of the public, employees, elected members and / or stakeholders, therefore an Equality Impact Assessment is required. A formal equality impact assessment is attached as an Appendix to this report, the results of which have been taken into account in the Recommendations contained within this report

Appendices

1. Proposed Procurement Policy
2. Equality Impact Assessment