

4. **PROCUREMENT STRATEGY (A13304/PN)**

**Proposal**

1 To approve the Authority's Procurement Strategy

2 **RECOMMENDATION:**

**That the Procurement Strategy be approved and the actions proposed in the action plan be implemented**

**Policy/Legal Background**

3 As a Best Value Authority, and in pursuit of its value for money objectives, it is good practice for a National Park Authority to have its procurement activities governed by a specific procurement strategy. This is regarded as a key corporate plan by both our external and Internal Auditors and publication of this strategy guides the Authority's procurement activity and also meets their recommendations.

**Key Issues**

4 In view of the size of the Authority the Procurement Strategy needs to be proportionate. The Authority does not have a discrete purchasing function, and purchasing activities are devolved throughout the organisation, with resources available found from within current teams. The Strategy has been developed by the Finance Service within its current resources and is attached at Annex 1.

5 There are significant developments in purchasing policy nationally and regionally, with initial emphases on cost saving initiatives (e.g. the 1999 Gershon Review) being developed by further thinking on sustainability of procurement (e.g. Procuring the Future – Sustainable Procurement Task Force 2006). The Authority has benefited from these developments and it is believed that the strategy, based on three key procurement outcomes, is a sound basis for taking forward, in a simple way, what can sometimes be difficult and conflicting imperatives. Some 30 other Local and central government procurement strategies and reports have been consulted in preparing this document.

6 The Action plan within the Strategy covers a five year period and contains specific key actions which, if implemented over this period, will help to realise the three stated outcomes. The strategy will be reviewed every five years. The Strategic Procurement issues identified in Appendix 1 and 2 of the strategy are in draft form currently and will be developed further by the Director of Corporate Resources.

7 The procurement strategy has been based on a detailed analysis of the Authority's annual expenditure, volumes and supplier analysis; its current structures, current procurement processes and flowcharts, and time and efficiency analyses of current processes. This analysis – "Peak District National Park Authority – Spending Profile" is available as a background paper if required.

**Resources**

8 The action plan contains a number of specific actions which will be progressed within existing resources, although there is likely to be some need to retain flexibility in timing of these actions within the five year period as many of the actions are substantial in terms of staff resource required to achieve them. There may be expenditure relating to some actions which will be handled within service baselines or specific business cases

in line with current authorities. None of the actions are thought at this stage to require significant investment, and in fact savings may accrue from some initiatives.

### **Risk Management**

- 9 The main risks are briefly outlined in the strategy in the section marked "Current Procurement Structures" and the implementation of this strategy is designed to reduce risk in our procurement activity

### **Human Rights, Equalities, Health & Safety**

- 10 The third outcome identified in the strategy makes clear our responsibilities for ensuring that procurement is undertaken within the law and is based on equality, transparency and competition. An Equality Impact assessment has been undertaken.

### **Consultees**

- 11 The strategy has been approved by Mgt Team and has been consulted with all staff. Comments received by staff have been very useful and where possible have been incorporated in revisions to the strategy.

### **Enclosures**

- 12 None

### **List of Background Papers** (not previously published)

- 13 Summary of staff feedback and response

### **Report Author**

- 14 Philip Naylor Head of Finance

### **Publication date**

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