

Cherwell District Council 2012/13 PROJECTED REVENUE & CAPITAL OUTTURN AT 31st January 2013

Appendix 3 - Record of Progress Against Joint Procurement Action Plan for 2012/13

8.1 Embed the use of the Joint Procurement Strategy objectives across the Council and ensure good governance and full compliance		
Action	Status	Progress Narrative
<ul style="list-style-type: none"> Rollout and reinforce the strategy and compliance with the Contract Procedure Rules across both Councils. 	Onward going	1-2-1 training sessions with officers on a project by project basis supplemented by attendance at team, divisional and directorate meetings and meetings with operational managers and supervisors.
<ul style="list-style-type: none"> Enhance the scrutiny and policy development role of the Procurement Steering Group Strategy Group. 	Onward going	Recent focus on Community Right to Challenge and drawing up of schedule and criteria for challenges. The Joint Contract Procedure Rules provide a corporate approach to challenges.
8.2 Sustainability		
Action	Status	Progress Narrative
<ul style="list-style-type: none"> Ensure sustainability is addressed with each procurement exercise by utilising the sustainability questions within the stakeholder questionnaires and encouraging sustainability to be included within evaluation criteria as well as the assessment/pre-qualification stages. 	Onward going	Sustainability is being addressed with each exercise from purchase of Refuse Collection Vehicles to paper used in the multi-functional printers to the recently implemented buildings maintenance framework. Good progress is being made with the biomass boiler installation tender for Bicester Leisure Centre and a corporate biomass fuel supply contract is being put in place to provide a sustainable supply for the three biomass boilers installed across the district.
<ul style="list-style-type: none"> Encourage project officers to break down larger contracts to match SME and Social Enterprise capacity where appropriate. 	Onward going	A productive meeting with the Leader of the Council and the Federation of Small Businesses has led to a link to opportunities at the Council being posted on the FSB website. The property maintenance framework tender broke the requirements down into three lots with substantial local SME interest.

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8.3 Value for money and transparency		
Action	Status	Progress Narrative
<ul style="list-style-type: none"> Deliver significant cost and efficiency savings; Cherwell District Council - £150,000 target and South Northamptonshire £100,000 target. 	Behind target	<p>Cashable savings year-to-date of £106,424 against a Q3 target of £112,500. Non-cashable savings of £48,285 and capital savings of £9000.</p> <p>A significant number of projects have been capital or programme based, such as the Build! Affordable Homes Programme, the South West Bicester Sports Village project, the Canalside Regeneration Options Appraisal, the Bicester Civic Centre build project, Fleet Management software, Corporate Bookings Software and a number of HR related exercises to do with JMT. All of these projects are being delivered below budget and are reducing the running costs of the Council – e.g. the Corporate Bookings Software will enable online booking facilities across a range of services 24/7.</p>
8.4 Joint Working		
Action	Status	Progress Narrative
<ul style="list-style-type: none"> Deliver a joint working forward plan that reflects the procurement requirements of both Councils across 2012/13 	Onward going	<p>The joint forward plan is taking in all areas with a particular focus on Environmental Services (Vehicles & wheelie bins), ICT Phase 2 (including a hosted sales and booking system and maintenance agreements) and Facilities Management (including planned and reactive maintenance).</p>
8.5 Transformation		
Action	Status	Progress Narrative
<ul style="list-style-type: none"> Provide procurement support to programme office as required, offering innovative solutions to deliver the transformation agenda. 	Onward going	<p>Substantial support being provided to the Build! Affordable Homes Programme, the SW Bicester Sports Village project, the Bicester Civic Centre build project, and the regeneration options appraisals for Spiceball and Canalside in Banbury.</p>

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8.6 Collaboration, Selling and Marketing		
Action	Status	Progress Narrative
<ul style="list-style-type: none"> • Collaboration with Stratford • Promote existing contracts open to other authorities which can be sold on in 2012/13: <ul style="list-style-type: none"> ○ Report back quarterly on progress and any additional savings or discounts achieved for either Council 	<p>Onward going</p> <p>Commenced with no outcome as yet.</p>	<p>Further to the first meeting of the Officer Procurement Working Group with Stratford-on-Avon a work plan was submitted to the three way Joint Arrangements Steering Group in February. The work plan was agreed and is to be followed up on from March with a forward plan across all three Councils identifying projects suitable for joint procurement exercises over the next three to five years. Work groups will be scheduled for each opportunity to establish savings targets and agree project timetables.</p> <p>The internal audit contract has been actively promoted to Oxford City Council and Northampton Borough Council.</p> <p>The dry waste recycling services contracts have been actively promoted to Oxford City Council and the approach is currently being discussed with Stratford-on-Avon DC. Volume discounts will benefit both Cherwell District Council and SNC.</p>
8.7 Develop the corporate contract management methodology and promote across all service areas		
Action	Status	Progress Narrative
<ul style="list-style-type: none"> • Maintain a Council wide register of all contracts/agreements for all term contracts with a lifetime value of more than £10K. • Rollout the Contracts Management Steering Group across both councils. 	<p>Onward going</p> <p>Still to be progressed</p>	<p>A joint contracts register is now in place with information as to contracts at both councils publicised across both Oxfordshire and Northamptonshire.</p> <p>Contract management is being reviewed on a project by project basis with the steering group initiative put back to 2013/14.</p>