

Cabinet

Dorset County Council



Date of Meeting	8 th March 2017
<u>Cabinet Member</u> Robert Gould – Leader <u>Lead Officer</u> Richard Bates – Chief Financial Officer	
Subject of Report	Approval for procurements over £500k
Executive Summary	<p>The County Council defines key decisions as those with a financial consequence of £500k or more.</p> <p>Key decisions must be made by the Cabinet and the purpose of this report is to provide advice of the planned/known procurements that Cabinet will need to give approval for, during 2017/18.</p> <p>The Procurement Team has worked with colleagues across the Authority to review our contracts databases and establish a procurement programme for 2017/18. Contracts within that programme that are known/likely to hit the £500k threshold are therefore set out in Appendix 1 for Cabinet’s consideration and approval.</p>
Impact Assessment:	<p>Equalities Impact Assessment: Assessments are carried out as part of the business case and rationale for each of the procurements when triggered by the assessment screening process.</p>
	<p>Use of Evidence: This schedule relies on information on current contracts and input from services regarding procurements that are likely to require approval by Cabinet.</p>
	<p>Budget: Service budgets will need to incorporate funding required for the procurements set out in this paper.</p>
	<p>Risk Assessment: Individual risk assessment and management processes are undertaken before and during the procurement processes, as set out in the procurement toolkit.</p>

	Other Implications:
Recommendation	<p>The Cabinet is asked to consider the contents of this report and give approval for the procurements and awards of contracts set out in Appendix 1.</p> <p>In giving this approval, Members are approving known/likely procurements set for implementation during 2017 (or as specifically noted otherwise) on terms to be agreed by the delegated officer, Lead Director or Portfolio Holder for each arrangement. Procurements exceeding the key decision threshold which are not yet identified will be subject to separate approval and business justification during the year.</p>
Reason for Recommendation	<p>Cabinet is required to approve all key decisions with financial consequences of £500k or more. It is also good governance to provide Cabinet with a summary of all proposed procurements prior to them formally commencing. Planning procurements effectively ensures effective stakeholder engagement, efficient sourcing, compliance with regulations and contract procedure rules and best value for money.</p>
Appendices	<p>1. Procurements planned for 2017/18 where the value is expected to exceed £500k.</p>
Background Papers	<p>Procurement toolkit</p>
Officer Contact	<p>Name: Jim McManus, Chief Accountant Tel: 01305 221235 Email: j.mcmanus@dorsetcc.gov.uk</p>

1. Key decisions

- 1.1 Key decisions are those which are required to be taken by Cabinet as they are likely to:
- result in the County Council incurring expenditure which is significant in terms of the Authority's budget and specifically where they are likely to exceed £500k
 - be significant in terms of the effect communities living or working in an area comprising two or more electoral divisions in the county.

2. Whole-Authority contracts

- 2.1 The procurement approach adopted by the County Council requires spending plans to be developed by reference to spend analysis data whereby similar goods and services are grouped into categories and then exposed to the market in an organised and structured way. This gives opportunities to develop better, long-term, business arrangements with suppliers who are then able to offer the best balance of price and other, qualitative measures sought by the County Council through its procurement activities.
- 2.2 Category plans are specifically drawn-up for each financial year (and generally maintained on a rolling basis, anyway) and those where individual procurements are likely to exceed £500k are brought to Cabinet for approval.
- 2.3 As the Forward Together programme continues, so will strategy and service reviews and as work progresses it is possible that further procurements will become clear. As evidence of additional procurements in excess of £500k emerges, Cabinet will be kept informed to ensure appropriate approvals are sought.

Richard Bates
Chief Financial Officer
February 2017