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| <b>Report to:</b>        | <b>AUDIT COMMITTEE</b>                |
| <b>Relevant Officer:</b> | Steve Thompson, Director of Resources |
| <b>Date of Meeting:</b>  | 29 April 2021                         |

## ANNUAL GOVERNANCE STATEMENTS - CONTRACT MANAGEMENT AND PROCUREMENT ARRANGEMENTS

### 1.0 Purpose of the report:

1.1 To provide updates in respect of Contract Management and Procurement arrangements from the Annual Governance Statements.

### 2.0 Recommendation(s):

2.1 To note the updates in respect of Contract Management and Procurement arrangements from the Annual Governance Statements.

### 3.0 Reasons for recommendation(s):

3.1 The Procurement Team has undertaken a number of actions in relation to Contract Management and Procurement arrangements as outlined in section 6 of this report.

3.2 Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.3 Is the recommendation in accordance with the Council's approved budget? Yes

### 4.0 Other alternative options to be considered:

4.1 None

### 5.0 Council priority:

5.1 The relevant Council priorities are:

- The economy: Maximising growth and opportunity across Blackpool.
- Communities: Creating stronger communities and increasing resilience.

### 6.0 Background information

6.1 In 2018/2019 an action to '*Strengthen contract management across the Council including improved measurement of social value, launch of an iPool course and exploration of software tools*' was identified. The following actions have been undertaken following those recommendations:

6.2 In January 2020 a dedicated Social Value Co-ordinator post was established on a two-year fixed term basis.

A number of Social Value documents have been reviewed and updated. On Monday 12 April 2021 Executive approval was received for the updated Social Value Policy and the Suppliers Charter. In addition the Social Value Guide issued to all Suppliers at tender stage has been updated. The revised documents will be issued with all tender opportunities with immediate effect.

A set of Blackpool Social Value Themes, Outcomes and Measures are now being developed to assist in focussed tracking and monitoring of social value delivered by providers to the Council.

In spite of the impacts of the Covid-19 pandemic, the Social Value Co-ordinator has been in liaison with a number of key providers to ensure the continued delivery of social value.

6.3 A Contract Management iPool training course has been developed. To date 32 members of staff have completed the training. Further work will be undertaken to target areas of the Council where staff should be actively encouraged to complete the training. In addition, further work will be undertaken to promote and market the course internally.

A trial of the contract management module on the Council's e-tendering portal 'The Chest' was undertaken with staff from the Council's Contract Monitoring Officers in Adults and Children's Social Care. The trial demonstrated that the system did not meet the requirements of those services who participated.

6.4 In 2019/2020 an action to '*continue to explore procurement opportunities with local suppliers and look to provide training to local suppliers and Elected Members on procurement*' was identified. The following actions have been undertaken following the recommendation:

Engagement with suppliers, including local suppliers takes place where appropriate and where circumstances permit on specific tender opportunities.

Often stakeholders do not allow sufficient time between requiring a contractor to be in place and making an initial approach to the procurement team to enable supplier engagement to take place.

The impacts of the Covid-19 pandemic has made engagement with local suppliers more challenging.

A training event for Elected Members in relation to Procurement is scheduled for January 2022.

6.5 Does the information submitted include any exempt information? No

**7.0 List of Appendices:**

7.1 None

**8.0 Financial considerations:**

8.1 None

**9.0 Legal considerations:**

9.1 None

**10.0 Risk management considerations:**

10.1 Should effective contract management not take place there is a risk that the Council may be exposed to poor performance, impacting on delivery of key projects.

**11.0 Equalities considerations:**

11.1 None

**12.0 Sustainability, climate change and environmental considerations:**

12.1 None

**13.0 Internal/external consultation undertaken:**

13.1 None

**14.0 Background papers:**

14.1 None