

## Scrutiny Inquiry into Procurement – Cabinet Action Plan

Recommendation	Action already being undertaken	New Action Proposed	Timescale	Responsible Officer	
1.	The Council's approach to social value, localism, biodiversity and the natural environment be further integrated and expanded in line with their key principles and current Council pilot programme reviewing this matter.	As discussed at the Panel Council undertakes a broad range of work in this area.	New Well-Being Policy for Procurement to be considered	Apr 23	Chris Williams
2.	Cabinet investigate how the impact of a contracts carbon footprint can be measured with the view to using this measure as part of the Council procurement practice.	The Welsh Government is leading on this agenda and currently reviewing the all Wales system for such reporting.	Review this matter and build on existing work with the Welsh Government and integrate relevant outcomes into the procurement process on or before September 2023	Sep 23	Chris Williams and Geoff Bacon
3.	Cabinet increase the use of nature-based solutions in the Council's procurement practice, when it is assessed as the most sustainable solution.	As per recommendation 1.	Review this matter and integrate relevant outcomes into the procurement process on or before September 2023	Sep 23	Chris Williams and Geoff Bacon

4.	Cabinet develops a mechanism for measuring the impact of spending on policy commitments in relation to, for example, social benefit, local procurement, natural environment and climate change (including investigating as to whether this analysis should form part of the internal audit and/or performance monitoring process).	As per recommendation 1.	This work to be integrated to that considered in Recommendation 1 and the creation of a new policy and process for this area.	Apr 23	Chris Williams
5.	The Schools Guide for Procurement is finalised to assist schools in understanding Procurement rules and regulations and the best practice that they should follow when undertaking procurement.	Review of the Guide in process.	Schools guide to be completed	Oct 22	Chris Williams & Kelly Small
6.	Resources to support procurement activities be reviewed upon enactment of the new UK reform of the UK Public Contract Regulations and the Green Paper to ensure support is fit for purpose in addressing any new or expanded requirements.	Legislation is currently in development so its impact is not yet known / awaiting final draft.	Review dependent upon the publication timeline of new legislation (which at this time is not confirmed), so initial target date provided	Sep 23	Chris Williams
7.	The number of 'Open Days' are expanded to encourage local firms to tender for Council works and ensure that supplier feedback is obtained in order to understand the issues experienced by businesses particularly SMEs when bidding for Council contracts. The Panel felt	As discussed at the Panel the Council is involved in a broad range of activity supporting this area.	Review to be completed / forward calendar of events for 2023 to be developed	Jan 23	Chris Williams / all Heads of Service

	that this could include for example roadshows and contract and/or subject specific events.				
8.	Ensure that the Council develops and maintains direct links with local businesses including developing appropriate communication channels to alert them of up-coming procurement opportunities.	The Council publishes its opportunities in line with Welsh Government policy particularly the use of the open and transparent procurement portal 'Sell2Wales'.	Review to be completed by December 2022 to assess further opportunities to publish contract notices.	Jan 23	Chris Williams
9.	Cabinet maximises opportunities to involve service users and citizens in the procurement process which will lead to more collaborative, co-produced services.	Key principle enshrined in the well-being and social services act	This work will be implemented immediately	Oct 22	Chris Williams / all Heads of Service with particular focus on the Social Services area
10.	Cabinet continues the work to address any areas of non-compliance in Council procurement activity.	The Council focuses on this work to ensure compliance with its contract procedure rules contained in the Council Constitution	This work will be implemented immediately	Oct 22	Chris Williams and relevant Heads of Service
11.	Cabinet works with the Welsh Local Government Association to press the Welsh Government to develop ways for the impact of key national commitments to be measured across Wales and the sharing of procurement good practice across Wales.	The Council is an active member of the WLGA and will pursue this agenda through its attendance at WLGA working groups.	This work will be implemented immediately	Oct 22	Chris Williams

12.	Cabinet increases the level of training for new starters by making procurement training a mandatory module for those involved in any procurement activity.	General support provided as required	Issue to be reviewed with indicative time-line of April 2023 for development of new module	Apr 23	Chris Williams and Rachael Davies
13.	A working group is created for education procurement which includes representatives from Schools and the Council's procurement team to help improve consistency in adherence to policy, ways of working and identifying gaps and finding common solutions. The group should consider issues such as addressing perception around building services quotes, to ensure Schools have a better understanding of 'like for like' quotes.	There are working groups in existence between Council Officer with Schools to review issues and these structures will be reviewed in order to meet this recommendation.	Introduction from September 2022 onwards	Autumn 2022	Chris Williams and Kelly Small
14.	Cabinet focus on reviewing documentation and contract design to further encourage SMEs locally to tender for Council works.	This work is already considered.	This will be integrated into the daily work of the Council and as such will be an ongoing activity, so implemented immediately	Oct 22	Chris Williams / all Heads of Service