

# **STOCKPORT, TRAFFORD AND ROCHDALE (STAR) JOINT COMMITTEE**

**2 MAY 2017**

## **PRESENT**

Councillor A. Brett (in the Chair).

Councillors P. Myers and D. Sedgwick (Vice-Chairman)

### In attendance

Lorraine Cox	- Director of Procurement, STAR
Nikki Bishop	- Chief Finance Officer, Trafford Council
David Wilcox	- Assistant Director Legal, Governance & Workforce, Rochdale BC
Susan Wood	- Head of Management Accounting, Stockport Council
Elizabeth McKenna	- Head of Strategic Procurement (People), STAR
Andrew White	- Head of Strategic Procurement (Place), STAR
Mark Pearson	- Business Improvement Manager, STAR
Chris Gaffey	- Democratic and Scrutiny Officer, Trafford Council

## **43. SUBSTITUTE MEMBERS OF THE JOINT COMMITTEE**

Members discussed the current rules on appointing substitute Members for the Joint Committee and whether it was a requirement for these positions to be filled by Executive / Cabinet Members. It was noted that if non-Executive / Cabinet Members could act as substitutes, the question of delegated responsibilities would also need to be addressed. Officers agreed to submit a paper to address these queries at the next Joint Committee meeting.

RESOLVED: That a report addressing the questions raised on substitute Members and their responsibilities be brought to the next Joint Committee meeting.

## **44. MINUTES**

RESOLVED: That the Minutes of the meeting held on 19 January 2017, be approved as a correct record and signed by the Chairman.

## **45. DECLARATIONS OF INTEREST**

No declarations of interest were made by Members.

## **46. FINANCE UPDATE**

The Joint Committee received a report of the Head of Strategic Procurement (People) providing an update on the STAR Procurement financial position, including budget, income target and income generation for the 2017-18 financial year.

Members discussed the 2017/18 income target and felt that this should be more aspirational, and agreed that the income target should be set at £150k for the 2017/18 financial year. Members acknowledged that this was a challenging target, and performance would be considered in the context of how the target was set.

RESOLVED:

- 1) That the report be noted.
- 2) That the overall income target for STAR Procurement be set at £150k for the 2017/18 financial year.

#### **47. RISK REGISTER**

The Joint Committee received a report of the Business Improvement Manager providing an update on the Corporate Risk Register for STAR Procurement. The report advised Members of movement in risk items, as well as any risk items added to, or proposed to be removed from, the register.

RESOLVED: That the changes highlighted in the report be approved, and the report be noted.

#### **48. HUMAN RESOURCES UPDATE**

The Joint Committee received a report of the Business Improvement Manager providing an update on the current HR position for STAR Procurement. The report also recommended that future HR updates only be brought to the Joint Committee when it was necessary to highlight significant changes or issues, and should be removed as a standing item on the agenda.

Referring to section 4.1 of the report, Members requested that the opportunities which would create a pathway from apprenticeship to Trainee Procurement Officer be advertised accordingly.

RESOLVED:

- 1) That the report be noted.
- 2) That future HR updates be presented to the Joint Committee as and when required.

#### **49. BALANCED SCORECARD 2016-17**

The Joint Committee received a verbal update confirming that the final Balanced Scorecard performance report for the 2016/17 financial year would be presented at the next meeting.

RESOLVED: That the update be noted.

#### **50. STAR PROCUREMENT UPDATE**

The Joint Committee received a report of the Director of STAR Procurement providing the stocktake position for STAR Procurement at 31 March 2017. The report highlighted STAR's successes to date, including the receipt of awards and

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positive performance against the balanced scorecard. It was noted that 80 per cent of STAR Procurement's activity now featured social value.

Members discussed AGMA's Collaborative Procurement and how STAR had led on a high percentage of the collaborative activity on the AGMA Hub Contract Register as at March 2017. Although this appeared to be an area of growth for STAR, it was noted that the business risks in terms of capacity, cost, and the possible 'back-filling' the reduced capacity across AGMA would need to be managed. It was recommended that the Director of Procurement discussed this with Trafford Council's Chief Executive, who could in turn take this to AGMA CEOs for further discussion. Members were in agreement that STAR Procurement was a commercial organisation, and other Local Authorities or partners wishing to join the partnership would need to negotiate accordingly.

Members also discussed the 'Buy Rochdale' project, which would aim to increase local spend in the borough. Following the project's roll out in Rochdale, STAR would then aim to do the same in Stockport and Trafford. Members discussed the possible legal implications with such a project, and were assured that the project would be risk based and compliant, and in line with STAR's Contract Procedure Rules (CPRs). Members discussed the importance of ensuring that the local spend projects were accessible to smaller businesses, and engagement with local businesses would be key.

Members discussed the importance of ensuring that STAR continued to grow, and requested that an item on STAR's growth strategy be brought to a future meeting.

RESOLVED: That the report be noted.

**51. BREXIT - IMPACT ON PUBLIC PROCUREMENT**

The Joint Committee received a report of the Business Improvement Manager providing a briefing on the possible impact of Brexit on the Local Government procurement process. Current analysis suggested that the regulations currently in place would continue to be used post Brexit.

RESOLVED: That the report be noted.

**52. SOCIAL MEDIA STRATEGY**

The Joint Committee received a report of the Business Improvement Manager seeking approval for STAR Procurement to implement its proposed Social Media Strategy 2017-18.

RESOLVED: That the Social Media Strategy be approved for implementation.

**53. DATE AND TIME OF NEXT MEETING**

The next meeting of the STAR Joint Committee would be held at Trafford Town Hall at 2:00pm on Tuesday 1 August 2017.

RESOLVED: That the meeting arrangements be noted.

**54. EXCLUSION RESOLUTION**

RESOLVED: That the public be excluded from this meeting during consideration of the remaining item of business because of the likelihood of disclosure of “exempt information” which falls within Paragraph 3 of schedule 12A of the Local Government Act 1972, as amended.

**55. BUSINESS PLAN 2017-20**

The Joint Committee received a report of the Head of Strategic Procurement (People) providing a draft of the STAR Business Plan for 2017-20 and a summary of the process followed in its development.

It was noted the Plan would be finalised and launched in due course, and a procurement strategy to underpin the Business Plan would also be produced.

RESOLVED:

- 1) That the general principles contained within the draft STAR Business Plan for 2017-20 be approved.
- 2) That the final drafting and approval of the STAR Business Plan for 2017-20 be delegated to the Director of STAR Procurement, barring any significant changes.

The meeting commenced at 2.00 pm and finished at 2.50 pm