



P R O C U R E M E N T

Report to: STAR Joint Committee
Date: 21st August 2017
Report for: Decision
Report of: Head of Strategic Procurement

Report Title

Delivery Plan 2017-18 - Q1 Highlight Report

Summary

The purpose of this report is to:

- Provide an update on the Quarter 1 activity on the Delivery Plan 2017-18
- Advise Joint Committee members of the priorities for Quarter 2

Recommendations

The recommendation of this report is that the Joint Committee notes the contents of the highlight report

Contact person for access to background papers and further information:

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Background

Financial Impact:	None
Legal Impact:	None
Human Resources Impact:	None
Asset Management Impact:	None
E-Government Impact:	None
Risk Management Impact:	None
Health and Safety Impact:	None

Consultation

No public consultation required

Reasons for Recommendation(s)

The STAR Delivery Plan is developed and reviewed on an annual basis to ensure that we continue to move forward and also embrace any new developments and approaches that may emerge over the coming years. This report provides an update on progress during Q1 of 2017/18 and the key activity planned for Quarter 2.

1. STAR Delivery Plan

- 1.1 Our Business Plan identifies five objectives which underpin all of our activity over the coming three years. These are designed to build on our momentum, focus on the task ahead, and embrace the opportunities that devolution will bring. Our building blocks under these objectives are delivered through our Delivery Plan work streams to ensure that we realise our bold vision and objectives.
- 1.2 This report provides an update on progress during Q1 of 2017/18 and the key activity planned for Quarter 2.

2. Recommendations

- 2.1 It is recommended that the Joint Committee notes the contents of the highlight report

Report Appendices

1. Business Plan 2017-18 Q1 Highlight Report

STAR

PROCUREMENT

A Shared Procurement Service for Stockport, Trafford and Rochdale Councils

OUR DELIVERY PLAN 2017/18 QUARTER 1 HIGHLIGHT REPORT



1. Our Business Plan

STAR Procurement was established over three years ago and has evolved into a successful, highly skilled, and professional service. As a highly performing service, we are now positioning ourselves to adapt to and maximise the opportunities ahead.

Our Business Plan sets out how we will do that whilst delivering our procurement strategy and supporting our partners to deliver their outcomes and the support the Greater Manchester devolution themes.

We have identified five objectives which will underpin all of our activity over the coming three years. These are designed to build on our momentum, focus on the task ahead, and embrace the opportunities that devolution will bring.

Our building blocks under these objectives will be delivered through our delivery plan work streams to ensure that we realise our bold vision and objectives.



2. Our Delivery Plan – Q1 Highlight Report

Our delivery Plan is developed and reviewed on an annual basis to ensure that we continue to move forward and also embrace any new developments and approaches that may emerge over the coming years. Each work stream is monitored and managed by STAR's Senior Management Team. Although the work streams are led by a member of Senior Management, the whole of STAR will support the delivery. This report provides an update on progress during Q1 of 2017/18 and the key activity planned for Quarter 2.

Objective	Building Block	Work Stream	SMT Lead	Quarter 1 Update	Quarter 2 Activity Planned
Commercial	Procurement Worth	Savings	NC	<ul style="list-style-type: none"> Established robust savings ratification process with all three Council's 	<ul style="list-style-type: none"> Continue to deliver and ratify savings Establish process to capture cost reductions and efficiencies
		Income	EM	<ul style="list-style-type: none"> Mapped income against target Invoiced income in a timely manner 	<ul style="list-style-type: none"> Continue to secure income and invoice for completed work
	Strategic Sourcing	Contract Management	MC	<ul style="list-style-type: none"> Focus for Q2 	<ul style="list-style-type: none"> Initial scoping and establishment of Project Team Lead has been changed to Michael Crook
		Risk-based Sourcing	NC	<ul style="list-style-type: none"> Initial internal workshop held to scope project Business case and implementation plan 	<ul style="list-style-type: none"> Immediate changes to CPR's Update processes and procedures

Objective	Building Block	Work Stream	SMT Lead	Quarter 1 Update	Quarter 2 Activity Planned
				<ul style="list-style-type: none"> developed Project Team established 	<ul style="list-style-type: none"> Deliver implementation plan
Communities	Social Value	Social Value Influence	AW	<ul style="list-style-type: none"> Collating outcomes and case studies Training on how to assess and implement Participation in national and local working groups 	<ul style="list-style-type: none"> Continue Q1 activity
		Social Value Metrics	AW	<ul style="list-style-type: none"> Review of existing national and regional metrics Reviewing Social Value measures 	<ul style="list-style-type: none"> Ascertain method for calculating social value outcomes
	'Go Local'	Spend Local Projects	NC	<ul style="list-style-type: none"> Pilot being developed for Rochdale Project Team established Business case and implementation plan completed Informal consultation commenced 	<ul style="list-style-type: none"> Implementation for Rochdale Specific focus on Comms Plan and business engagement Preparation for future phases i.e. Trafford and Stockport
		Citizen empowerment	EM	<ul style="list-style-type: none"> Currently delivering through LD Ethical, GM Residential, other GM work 	<ul style="list-style-type: none"> Continue to deliver LD Ethical, GM Residential, other GM work VCSE engagement plan to be developed
Collaboration	Growth	STAR Strategic Growth Plan	LC	<ul style="list-style-type: none"> Networking with GM partners and beyond. 	<ul style="list-style-type: none"> Deliver update to STAR Joint Committee

Objective	Building Block	Work Stream	SMT Lead	Quarter 1 Update	Quarter 2 Activity Planned
				<ul style="list-style-type: none"> Exploring sector specific partners 	<ul style="list-style-type: none"> Continue Q1 activity
		Health & Social Care Integration Projects	EM	<ul style="list-style-type: none"> Education/Understanding Section 75 implications and pooled budgets, Placed based commissioning 	<ul style="list-style-type: none"> Mapping of key stakeholders and inter-relationships.
	Category Management	Category Strategies	AW	<ul style="list-style-type: none"> Key Category Strategies in place 	<ul style="list-style-type: none"> Impact and progress review to be scheduled for Q3
		Category Planning	AW	<ul style="list-style-type: none"> Focus for Q2 activity 	<ul style="list-style-type: none"> Developing Category Plans that help deliver RBS, Spend Local and Collaboration
Compliance	Training & Development	Improvement Planning	AW	<ul style="list-style-type: none"> Review of current training plan undertaken 	<ul style="list-style-type: none"> Review and prioritise training to reflect Delivery Plan Workstreams
		Chest Development	MP	<ul style="list-style-type: none"> Use of online supplier evaluation questionnaire reviewed Review of contracts register compliance and ability Consistency across all three Council's achieved 	<ul style="list-style-type: none"> Further review of The Chest functionality
	Data	Research	MP	<ul style="list-style-type: none"> Stockport CYPS spend analysis Prepare template to collate standard spend data across three star partners 	<ul style="list-style-type: none"> Cleanse spend data which will then feed into RBS, Spend Local and Category Planning

Objective	Building Block	Work Stream	SMT Lead	Quarter 1 Update	Quarter 2 Activity Planned
					<ul style="list-style-type: none"> Other workstream support to be agreed
		Analysis and Reporting	MP	<ul style="list-style-type: none"> Supporting category managers through spend analysis New 5 star measures and reporting established 	<ul style="list-style-type: none"> Continue spend analysis with category managers to support Category Plans
Champions	Engagement	Communications & Marketing Strategy	NC	<ul style="list-style-type: none"> Focus for Q2 activity 	<ul style="list-style-type: none"> Initial scoping and planning for the Comms & Marketing Strategy
		'Simplify'	MP	<ul style="list-style-type: none"> Focus for Q2 activity 	<ul style="list-style-type: none"> Vendor requests process to be simplified. Develop methodology for RBS approach. Begin review of CPR's
	Leadership	Business Development	NC	<ul style="list-style-type: none"> Business Plan finalised and launched New Procurement Strategy drafted & consulted Delivery Plan launched 	<ul style="list-style-type: none"> Launch new Procurement Strategy Delivery Plan reviews
		Collaborative improvement	LC	<ul style="list-style-type: none"> This is mapped and planned in a structured way Responding to requests, for example: market and promote our success/approach. NE visit, Wirral Leadership group, Cheshire/Warrington 	<ul style="list-style-type: none"> Continue to review the STAR offer Provide advice and leadership Continue Q1 activity

Objective	Building Block	Work Stream	SMT Lead	Quarter 1 Update	Quarter 2 Activity Planned
				Commissioning academy. Chamber groups, iNetwork events.	