

- 2.3 The CPRs represent a top level strategic statement of the rules regarding procurement within STaR Councils. It is recognised that since it forms part of the Constitution it is a Legal document and whilst great efforts have been made to improve the format and content of the document is it not terribly “user friendly”. A Procurement Handbook has been developed as a companion document. The aim for the Handbook is to provide users with an interactive, user friendly, electronic resource which allow them to quickly “dip in and out” to find what they are looking for.

3. FURTHER ACTION

- 3.1 A full training and awareness programme has been developed for commissioners and Budget Managers across the three Councils. The training will be delivered by the STaR Solicitor (Trafford Legal) and will focus on key changes to the rules (specific to each Council), responses to questions raised as part of the consultation and some reference to the changes in Public Contract Regulations 2015. There will be significant time allocated to a question and answer session during the training.
- 3.2 The Legal Officers from each Council involved in the CPR working group will attend the training for their specific Authority. This is to provide continuity and give us the ability to address Council specific issues in a comprehensive manner. Representatives from the Senior Management Team of STaR will attend to address operational queries regarding procurement and STaR’s Business Improvement Manager will also attend to introduce the Procurement Handbook.
- 3.3 At present there is two training sessions scheduled for Rochdale and Trafford respectively and three for Stockport which includes Carillion staff from the Strategic Property Alliance. Should there be any requirement for further training, this will provided.
- 3.4 Going forwards and in order to further support best procurement practice STaR have been working with other Councils in Greater Manchester to develop an e-learning package for delivery of Social Value through procurement. In addition, STaR will be looking to provide training regarding this issue to ensure commissioners and Budget Managers are able to maximise these opportunities.

4. SUMMARY

- 4.1 Harmonised CPRs represent a change to the way in which STaR Councils and STaR will be managing procurement going forwards. It is essential that STaR provides sufficient information and support to users across the Councils to ensure best practice and compliant procurement processes are employed across all expenditure.
- 4.2 STaR, with support from Legal Services and clients from across all three Councils will monitor feedback to the changes and assess whether further changes are required in the future.

End.

APPENDIX ONE

STOCKPORT GOVERNANCE PROCESS PENDING RECOMMENDATION TO PROCEED WITH CPRS

Committee / Meeting Title	Frequency	Proposed Meeting Dates	Deadline for Papers
Corporate Leadership Team	Weekly	Tuesday 21 April 2015	16 April 2015
Constitution Working Party	AD Hoc	Monday 27 April 2015	Friday, 17 April 2015
CRM&G Scrutiny Committee	6-weekly	Tuesday 2 June 2015	Agenda and papers required Friday, 5 June 2015
Executive	6-weekly	Tuesday 16 June 2015	Agenda and papers required Friday, 5 June 2015
Council Meeting	6-weekly	Thursday 2 July 2015	Papers required Monday 22 June 2015

TRAFFORD GOVERNANCE PROCESS PENDING RECOMMENDATION TO PROCEED WITH CPRS

Committee / Meeting Title	Frequency	Proposed Meeting Dates*	Deadline for Papers
CMT (Corporate Director to determine items to be reported to CMT)	Bi-weekly	Wednesday 22 April 2015	Monday 20 April 2015
Executive Briefing	Monthly	8 June 2015*	4 June 2015
Scrutiny Cttee	Quarterly	17 June 2015*	9 June 2015
Standards Cttee	3x a year	24 June 2015*	16 June 2015
Executive	Monthly	29 June 2015*	18 June 2015
Council	Bi-monthly	8 July 2015*	30 June 2015

* Provisional, subject to approval at Annual Council 28 May

ROCHDALE GOVERNANCE PROCESS PENDING RECOMMENDATION TO PROCEED WITH CPRS

Committee / Meeting Title	Frequency	Proposed Meeting Dates	Deadlines for Papers
Democratic Structures Working Group	Ad hoc	Can be set up as soon as documents available	Seven working days in advance
Licensing and Regulatory Committee. (Amendments to the Council's Constitution have been delegated to Licensing and Regulatory Committee)	Monthly	8 June 2015	25 May 2015

End.