



AGENDA PAPERS FOR

STOCKPORT, TRAFFORD AND ROCHDALE (STAR) JOINT COMMITTEE MEETING

Date: Wednesday, 9 May 2018

Time: 2.00 pm

Place: Meeting Room 6, Trafford Town Hall, Stretford M32 0TH

A G E N D A	PART I	Pages
1.	ATTENDANCES To note attendances, including Officers and any apologies for absence.	
2.	MINUTES To receive and if so determined, to approve as a correct record the Minutes of the meeting held on 17 November, 2017.	1 - 4
3.	DECLARATIONS OF INTEREST Members to give notice of any interest and the nature of that interest relating to any item on the agenda in accordance with the adopted Code(s) of Conduct.	
4.	5-STAR PERFORMANCE MEASURES To receive a report of the Head of Strategic Improvement (People).	5 - 10
5.	STAR LEGAL FUNDING To consider a report of the Director of STAR Procurement.	11 - 14
6.	URGENT BUSINESS (IF ANY) Any other item or items which by reason of special circumstances (to be specified), the Chairman of the meeting is of the opinion should be considered at this meeting as a matter of urgency.	

7. DATE AND TIME OF NEXT MEETING

To confirm the arrangements for the next meeting(s).

8. EXCLUSION RESOLUTION

Motion (Which may be amended as Members think fit):

That the public be excluded from this meeting during consideration of the remaining items on the agenda, because of the likelihood of disclosure of "exempt information" which falls within one or more descriptive category or categories of the Local Government Act 1972, Schedule 12A, as amended by The Local Government (Access to Information) (Variation) Order 2006, and specified on the agenda item or report relating to each such item respectively.

9. STRATEGIC GROWTH STRATEGY

To receive a report of the Director of STAR Procurement. Para. 3 15 - 22

10. GROWTH PROPOSAL

To consider a report of the Director of STAR Procurement. Para. 3 23 - 32

11. GROWTH DELEGATION REQUEST

To consider a report of the Director of STAR Procurement. Para. 3 33 - 40

THERESA GRANT
Chief Executive

Membership of the Committee

Councillors P. Myers (Vice-Chairman), L. O'Rourke and D. Sedgwick (Chairman)

Further Information

For help, advice and information about this meeting please contact:

Chris Gaffey, Democratic and Scrutiny Officer
Tel: 0161 912 2019
Email: chris.gaffey@trafford.gov.uk

This agenda was issued on **Monday, 30 April 2018** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH.

Stockport, Trafford and Rochdale (STAR) Joint Committee - Wednesday, 9 May 2018

Any person wishing to photograph, film or audio-record a public meeting is requested to inform Democratic Services in order that necessary arrangements can be made for the meeting.

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Agenda Item 2

STOCKPORT, TRAFFORD AND ROCHDALE (STAR) JOINT COMMITTEE

17 NOVEMBER 2017

PRESENT

Councillor D. Sedgwick (in the Chair).

Councillors A. Brett and L. Evans (deputising for Cllr P. Myers)

In attendance

Lorraine Cox	- Director of Procurement, STAR
Nikki Bishop	- Chief Finance Officer, Trafford Council
Nichola Cooke	- Head of Strategic Procurement (Professional), STAR
Elizabeth McKenna	- Head of Strategic Procurement (People), STAR
Andrew White	- Head of Strategic Procurement (Place), STAR
Michael Cullen	- Borough Treasurer, Stockport Council
Julie Murphy	- Head of Finance, Rochdale Council
Liam Gilmore	- Apprentice Procurement Officer, STAR (minute 18 to 25)
Mark Pearson	- Business Improvement Manager, STAR
Rob Smithson	- Corporate and Commercial Solicitor, Trafford Council
Chris Gaffey	- Democratic and Scrutiny Officer, Trafford Council

APOLOGIES

Apologies for absence were received from Councillor P. Myers.

18. CONFIRMATION OF THE JOINT COMMITTEE'S CHAIRMAN & VICE CHAIRMAN FOR 2017/18

Cllr David Sedgwick, Stockport Council was confirmed as the Joint Committee's Chairman for the 2017/18 municipal year, with Cllr Patrick Myers, Trafford Council confirmed as Vice-Chairman.

The incoming Chairman thanked Cllr Allen Brett for Chairing the Joint Committee over the past couple of years.

RESOLVED: That Cllrs David Sedgwick and Patrick Myers be confirmed as the Chairman and Vice-Chairman of the STAR Joint Committee for the 2017/18 municipal year respectively.

19. MINUTES

In relation to minute 2 on page 1 of the agenda, it was noted that the amendment to the Delegation and Joint Committee Agreement could not be actioned. As the Joint Committee was exercising delegated Executive powers, all Members and substitute Members of the Joint Committee were required to be Executive Members of their respective Councils.

RESOLVED: That the Minutes of the meeting held on 21 August 2017, be approved as a correct record and signed by the Chairman.

20. DECLARATIONS OF INTEREST

No declarations of interests were made by Members.

21. RISK REGISTER

The Joint Committee received a verbal report of the Business Improvement Manager confirming there were no changes to the Risk Register since it was presented to Members at the meeting on 21 August, 2017. An exception report would be brought to the next Joint Committee meeting, by which time risks associated with the Local Investment and Risk Based Sourcing schemes would have been fully considered.

RESOLVED: That the update be noted.

22. FINANCE

The Joint Committee received a report of the Head of Strategic Procurement (People) providing an update on the 6-month review of STAR finances in terms of reserves, staffing, running costs, and income.

RESOLVED: That the report be noted.

23. LOCAL INVESTMENT

The Joint Committee received a report of the Head of Strategic Procurement (Professional), providing a brief summary of the Local Investment project. The report set out the actions and progress to date, as well detailing the indicative plans for further roll out of the scheme in Rochdale, Stockport and Trafford.

The Committee discussed the costs involved with the Spend Local and Risk Based Sourcing schemes and whether this had been considered as part of the overall process. Members also asked whether any targets had been set to monitor the schemes' performance in the first year. The Director of STAR Procurement advised, as agreed in the initial report brought to the Joint Committee on 21 August 2017, that the project should run for at least a 12 month period before any targets were set. A data cleansing exercise was ongoing, and a stocktake of the businesses in the local areas would need to be conducted. Once a baseline had been developed, it would then be appropriate to set targets for the schemes' performance. The Chairman and other Members agreed with this approach, but requested that any baseline data be shared with the Joint Committee once available.

It was requested that a detailed timeline be provided outlining when the roll out of the Project could be expected for Stockport and Trafford. It was confirmed that some engagement sessions had already taken place in Trafford, with others already planned for Stockport. Members advised of the positive feedback they had recently received at an engagement event when discussing STAR and its activities.

RESOLVED: That the report be noted.

24. SOCIAL VALUE

The Joint Committee received a report of the Head of Strategic Procurement (Place), demonstrating how STAR would measure the impact and outcomes of Social Value. The report also provided a summary of what Social Value was currently delivered by STAR as an organisation, as well as providing an update on other Social Value developments.

The Joint Committee discussed how STAR could better involve and engage third sector organisations and volunteer groups like Thrive to ensure Social Value was delivered in Trafford. Discussions also took place on how Social Value would be monitored and measured as part of contract delivery. STAR would continue to work on a system of ensuring Social Value was being delivered, advising that contract management would be key, and that Social Value delivery could be considered as part of negotiating future contract extensions.

The aim would be to make the STAR Local Authorities a hotbed for Social Value, ensuring that this was a local priority for the three Councils whilst also considering Social Value in the wider Greater Manchester context.

RESOLVED: That the report be noted.

25. DATE AND TIME OF NEXT MEETING

It was confirmed that the next meeting of the STAR Joint Committee would be at 2:00pm on Thursday 1 February, 2018 at Rochdale Council.

RESOLVED: That the time and date of the next meeting be noted.

26. 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.

27. GROWTH PLAN

The Joint Committee received a verbal update of the Director of STAR Procurement providing an update on STAR's Growth Plan. The STAR Board were set to meet and discuss the Plan at a session on 14 December 2017. Following this, a report would be brought to the next Joint Committee meeting scheduled for 1 February 2018 for Members' consideration.

STAR continued to lead on some Greater Manchester procurement projects, which provided valuable experience of leading large projects. Members also discussed potential new partners, as well as the impending Joint Commissioning arrangements between the Local Authorities and their respective Clinical Commissioning Groups. The Joint Committee were keen to understand how the new arrangements would work in the context of STAR.

RESOLVED: That the update be noted.

The meeting commenced at 2.30 pm and finished at 3.35 pm

Report to: STAR Joint Committee
Date: 9th May 2018
Report for: For Information
Report of: Head of Strategic Procurement

Report Title

5-STAR Performance Measures (2017-18 Q1-3)

Summary

The purpose of this report is to inform STAR Joint Committee of the 2017-18 Quarter Two and Quarter Three performance of STAR Procurement

Recommendations

The recommendation of this report is that the Joint Committee notes the content and discusses performance to the end of 2017-18 Quarter Three

Contact person for access to background papers and further information:

Name: Elizabeth McKenna
 Phone: 07811 983687

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)

STAR Procurement has collated information relating to its 5-STAR measures for both quarters 2 and 3 of 2017-18. These have not previously been advised to the Joint Committee. Final Q4 data for the 2017-18 measures is being collated for future reporting

1. Tabular Summary (April 2017 to December 2017)

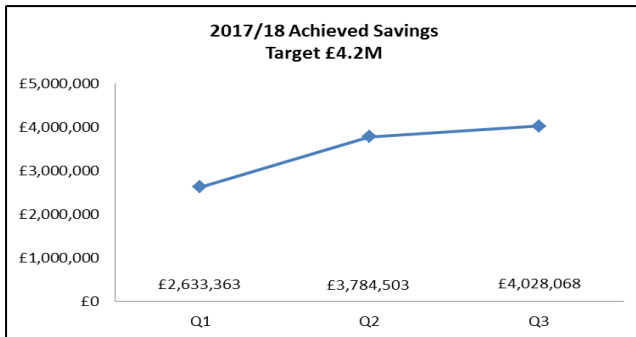
5-STAR Measure	Measure/Target	Quarter 1	Quarters 2-3
Commercial			
Cash Savings	Target: £4.2m	£2,410,792	£4,270,636
Non Ratified Savings	Reporting		£404,000
Income Generation	Target: £150,000	£31,966	£253,542
Procurement Activity	Benchmarking	70 new contracts started 145 in pipeline	246 new contracts started 157 in pipeline
Communities			
Social Value	Reporting	8 employment opportunities worth circa £100k 10 apprenticeship / training opportunities worth circa £68k From contracts awarded in Q1	72 employment opportunities worth circa £898,560 Cumulative to date: 80 ops worth circa £998,560 176 apprentices / training opportunities worth circa £1,196,800 From contracts awarded in Q2+Q3 Cumulative to date: 186 ops worth circa £1,264,800
(continued overleaf)			

5-STAR Measure	Measure/Target	Quarter 1	Quarters 2-3
Contracts resulting in measureable social value	Target 50%	25%	40%
Average social value evaluation weighting	Target 10%	8%	10%
Local suppliers registered on The Chest	Benchmarking	5731	tbc
Collaboration			
Number of SLAs	Reporting	8 SLAs	11 SLAs
Category Strategies	Reporting (Status)	People, Place and Professional	Category Strategy - STAR Chamber, progress review held in November 2017 with STAR SMT
Integration	Developing phase 2 for LD & Autism including mental health, working with STAR partners on integration models		
Compliance			
STAR-delivered stakeholder training	Reporting	28 hours	94.5 hours Cumulative
STAR Team Continual Professional Development	Reporting	271 hours	306 hours Cumulative
Champions			
Online reach - Website	Reporting	10,169 page views	31,486 page views Cumulative
Online reach - Twitter	Reporting	428,700 impressions	1,253,100 impressions
(continued overleaf)			

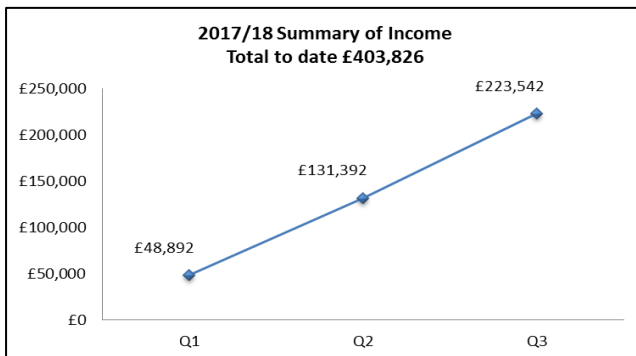
5-STAR Measure	Measure/Target	Quarter 1	Quarters 2-3
Praise and recognition	<ul style="list-style-type: none"> STAR have Submitted 2 Go Awards applications Feedback from Northamptonshire County Council: "We are part of LGSS Shared Services. We are really interested in starting our Social Value journey and I have researched that you have gone on a very long journey with Social Value and have ended up in a great place, so I'm greatly inspired by your progress, and hope your journey may help me to design something that fits best with what we want to achieve here" Feedback received from West London Alliance regarding LG Expo: "was a great presentation very well presented" And from Birmingham City Council: "Thank you for your presentation at yesterday's event it was very interesting" 		
Growth	Relationship building with Tameside and GMCA, secured 2 SLA's for GM for 18/19		

2. Graphical Summary (April 2017 to December 2017)

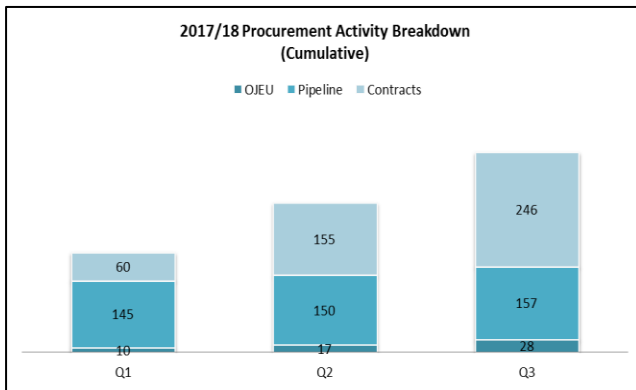
2.1 Commercial (Cash Savings)



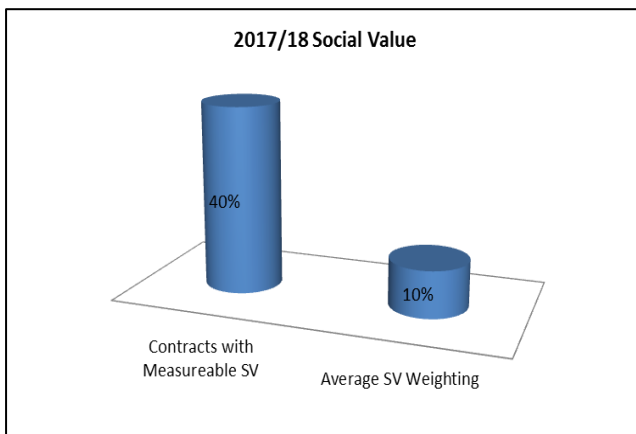
2.2 Commercial (Income Generation)



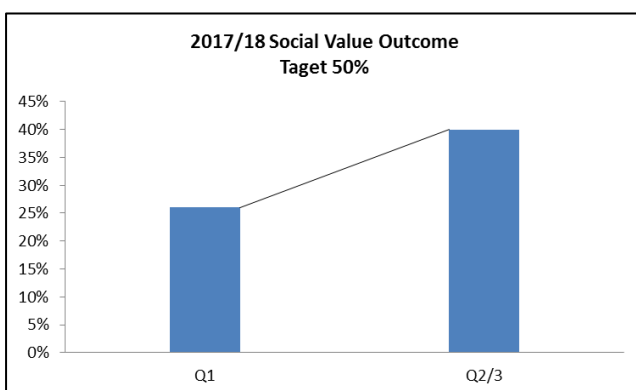
2.3 Commercial (Procurement Activity)



2.4 Communities (Social Value)



2.5 Communities (Social Value Outcomes)



3. **Recommendations**

- 3.1 It is recommended that the Joint Committee notes the content and discusses performance to the end of 2017-18 Quarter Three

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Report to: STAR Joint Committee
Date: 9th May 2018
Report for: Decision
Report of: Director of Procurement

Report Title

STAR Legal Funding

Summary

The purpose of this report is to:

- Provide a summary of the current STAR Legal provision
- Provide a summary of the additional resource requirements
- Identify funding for the additional resources

Recommendations

The recommendation of this report is that the Joint Committee approves an additional contribution of £18k per Council to fund an additional legal post for STAR Legal from 1st April 2018

Contact person for access to background papers and further information:

Name: Nichola Cooke
Phone: 07711 454555

Background

Financial Impact:	Medium – funding required to fund additional posts
Legal Impact:	Medium – additional resources required to mitigate risks and resourcing issues
Human Resources Impact:	Low – additional resources will require recruitment and ongoing line management
Asset Management Impact:	Not applicable
E-Government Impact:	Not applicable
Risk Management Impact:	Not applicable
Health and Safety Impact:	Not applicable

Consultation

No public consultation required

Reasons for Recommendation(s)

This report provides a summary of the current STAR legal resource position and the requirements for additional resources to deal with additional workload and help mitigate potential risks.

1. Background

- 1.1 The current level of service provided by STAR Legal to STAR is as originally agreed at the point that STAR was established.
- 1.2 The current budget for STAR Legal Services is approximately £70,000 per annum which funds an approximate legal resource of 1.5 FTEs.
- 1.3 A review of STAR's legal services requirements and also, the current legal services parameters, was undertaken by the three STAR Councils at a meeting held on 21st December 2017.

2. Review of STAR legal provision and STAR requirements

- 2.1 STAR Procurement has reviewed its legal support requirements.
- 2.2 Based on both STAR's requirements and an assessment of the current legal services parameters, a gap was identified and several areas of potential risk identified.
- 2.3 It was agreed that to mitigate potential risks, the parameters of the STAR legal service provision should be increased to ensure that sufficient legal support is provided throughout the procurement cycle
- 2.4 In addition, it is recognised that the volume of procurement activity has also increased through the additional service level agreements and increased procurement activity for the team.
- 2.5 Based on the current capacity of STAR Legal, the current levels of work undertaken by STAR Legal and the anticipated future volumes, it is estimated that STAR Legal resources will need to be increased by at least two FTE Solicitors. The estimated costs of this would be in the region of £107k per annum, including on-costs.
- 2.6 The Director of Procurement proposed that one of the additional posts is funded from existing STAR Procurement budgets, and this was supported by Board on 19th January 2018.
- 2.7 The STAR Board agreed that the other additional post to be funded by each of the three STAR Council's at a cost of £18k per annum. This would be included in the annual Council contribution to STAR Procurement from 1st April 2018.

3. Next Steps

- 3.1 Undertake a recruitment process to secure new resources.
- 3.2 Asses the resourcing levels and budget commitments:
 - One year after the successful recruitment and commencement of the additional resource employment; and
 - Two years after the successful recruitment and commencement of the additional resource employment; and
 - Again, upon a further date(s) to be agreed by STAR and Trafford Legal.

4. Recommendations

- 4.1 It is recommended that the Joint Committee approves an additional contribution of £18k per Council to fund an additional legal post for STAR Legal from 1st April 2018.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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