

# STAR JOINT COMMITTEE

19 JUNE 2019

## TAMESIDE COUNCIL

### PRESENT

Councillors Ali (Rochdale Council) (in the Chair), McGee (Stockport Council), Ross (Trafford Council) and Ryan (Tameside Council)

#### In attendance

Graeme Bentley	Head of Financial Management, Trafford Council
Lynda Brooks	Procurement Business Partner, STAR Procurement
Nichola Cooke	Assistant Director of STAR Procurement
Lorraine Cox	Director of STAR Procurement
Michael Cullen	Borough Treasurer, Stockport Council
Elizabeth McKenna	Assistant Director of STAR Procurement
Jovane Spense	Solicitor, Trafford Council
Tom Wilkinson	Assistant Director of Finance, Tameside Council
Fabiola Fuschi	Democratic and Scrutiny Officer, Trafford Council

### 1. ATTENDANCES

There were no apologies for absence received.

Prior to the commencement of the formal business of the Committee, the Director of STAR Procurement and the Assistant Director delivered a presentation to inform the newly appointed members of the Committee of STAR's main functions, objectives, current achievements and benefits for its partners and stakeholders. The Committee was also informed of the new business plan which set out goals and strategy for period 2020-2023. The Committee would receive the draft business plan in November 2019.

### 2. MEMBERSHIP OF THE COMMITTEE INCLUDING CHAIRMAN AND VICE-CHAIRMAN

The Committee was asked to nominate the Chairman and the Vice-Chairman for the Municipal Year 2019/20.

#### **RESOLVED** that:

1. The membership of the committee be noted;
2. Councillor Ali be Chairman of STAR Joint Committee for Municipal Year 2019/20;
3. Councillor Ryan be Vice-Chairman of STAR Joint Committee for Municipal Year 2019/20.

### 3. MINUTES

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**RESOLVED** that the minutes of STAR Joint Committee meeting held on 11<sup>th</sup> February 2019 be approved as a correct record.

**4. DECLARATIONS OF INTEREST**

There were no declarations of interest received.

**5. 5-STAR PERFORMANCE REPORT (2018/19 Q4) ANS 5-STAR MEASURES (2019/20)**

The Committee considered a report of the Assistant Director of STAR Procurement which sought to inform of 2018/19 Quarter 4 performance against a series of annually set Key Performance Indicators (KPIs), named 5-STAR measures approved by the Joint Committee on an annual basis.

This year's performance for non-ratified savings was over target with £6.5 M savings achieved. Income Received also concluded its activity over set target with £258,000 achieved.

With regard to Social Value of STAR's procurement activity, this year's target was not achieved; measures were in place to ensure that next years' target would be reached and exceeded.

Commercial performance showed that £507,352 Non Ratified Savings had been produced with 483 contracts started. The number of employment and apprenticeship / training opportunities created was reported. Additional resources would be put in place to provide more comprehensive data on this measure.

The number of collaborative contracts was provided; these were split into three categories: people, place and professional to reflect the different areas of procurement activities.

It was explained that more training was required for services to ensure that instances of contracts exemptions and modifications were kept to minimum levels through effective forward planning of procurement activities. Training sessions and events held in 2018/19 had been well attended and positive feedback had been received from attendees.

The Committee sought and received clarification on Social Value target for 2019/20, its definition and how this could be better communicated to all stakeholders. It was explained that 2019/20 target would be raised to 20% for under OJEU (Office Journal of the European Union) procurements from current 15%. Embedding Social Value Portal would provide a consistent approach to measuring and reporting improvement to society through procurement activities. Corporate priorities would be linked with the National Themes Outcomes and Measures (TOMs) Framework to provide evidence of how stakeholders collaborated to deliver agreed priorities for a specific area. Members observed that it would be useful to see, per each local authority, data representing social value delivered by procurement activities. It was explained that these figures were

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already available and they were provided. However, it was agreed to prepare a summary and case studies for the next meeting of the Joint Committee.

**RESOLVED** that:

1. The performance report for 2018/19 Quarter 4 be noted;
2. The new measures (2019/20) for Social Value be circulated to all members of the Joint Committee;
3. Information on collaboration between stakeholders be provided at next meeting in September 2019;
4. An update on Social Value Procurement and case studies be presented at next meeting in September 2019.

**6. SOCIAL VALUE CHARTER**

The Joint Committee considered a report of the Director of STAR Procurement on the Social Value Charter outlined in Appendix 1. The document set out Trafford's Council's commitment to delivering a Social Value vision where the Council, businesses, third sector partners and voluntary groups worked together for the benefit of the citizens and communities of Trafford.

STAR Procurement would develop a bespoke version of the Charter for each Council within STAR.

The Committee sought clarification on whether it would be difficult to replicate the Charter for each Local Authority within STAR. It was explained that the format of the document would be the same; Corporate Priorities linked to Themes Outcomes and Measures Framework would be different as they would reflect different areas of focus for each Council.

**RESOLVED** that a bespoke version of the Social Value Charter be adopted by each of the Local Authorities Members of STAR Procurement.

**7. STAR STRATEGIC RISK REGISTER UPDATED VERSION**

The Committee considered a report of the Director of STAR Procurement which sought to inform of the newly developed STAR Risk Register. This document replaced the Risk Register which had been created in 2014. It also reflected the change in STAR's membership from three to four partners and a Clinical Commissioning Group.

Members were informed that the content of the STAR Risk Register could be in the public domain and no exclusion from the press and public was necessary.

Members requested that the Risk Register be presented to the Joint Committee annually. However, any risk variation should be reported to the Joint Committee at the next scheduled meeting.

**RESOLVED** that:

1. The new STAR Procurement Strategic Risk Register be noted;

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2. The Procurement Strategic Risk Register be presented to the Joint Committee on an annual basis;
3. Any risk variation be reported to the Joint Committee at the next scheduled meeting.

**8. URGENT BUSINESS (IF ANY)**

There were no items of urgent business received.

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

**RESOLVED** that dates and times of STAR Joint Committee meetings for Municipal Year 2019/20 be noted:

- Wednesday 18<sup>th</sup> September 2019, 2:00 p.m., Stockport Council
- Tuesday 17<sup>th</sup> December 2019, 2:00 p.m., Rochdale Council
- Wednesday 25<sup>th</sup> March 2020, 2:00 p.m., Trafford Council

The meeting commenced at 2.00 pm and finished at 2.50 pm