



PROCUREMENT

Report to: STAR Joint Committee
Date: 18/09/2019
Report for: Information & discussion
Report from: Nichola Cooke, Assistant Director

Report Title

5-STAR 2019/20 Q1 Progress report

Summary

The purpose of this report is to:

- To inform STAR Joint Committee the Quarter 1 performance measures of STAR Procurement

Recommendations

The recommendation of this report is that the Joint Committee:

- Note the content of the report and discuss the performance to the end of Quarter 1 for 2019/20
- To agree the reporting of progress against Partner targets

Contact person for access to background papers and further information:

Name: Nichola Cooke
Phone: 07711 454555







Background

Financial Impact:	Savings secured
Legal Impact:	No legal challenges to report
Human Resources Impact:	None
Asset Management Impact:	None
E-Government Impact:	None
Risk Management Impact:	No significant risks to report
Health and Safety Impact:	None

Consultation

No public consultation required

1. 5-STAR Q1 KPI Progress Report 19/20

Measure	Q1	RAG Rating	Comments	Annual Target
Commercial				
Ratified Savings	£1,278,335		This figure is slightly below the Q1 target. Includes: - £637,317 rollover savings from 2018-19 and - £222,667 cost avoidance savings from this year	Year - £5,200,000 Q1 - £1,909,627
Income received	£59,800		Further work has been secured during Q1 which not yet been invoiced.	Year - £150,000
Communities				
Average Social Value weighting (above £25k and below OJEU limits)	15%		Not on target this quarter but on track to deliver with an upward trajectory from last financial year. Increasing use of Social Value Portal and training with Partners will help this to increase next Quarter	20%
Average Social Value weighting (above OJEU limits)	14%		Nearly reached target this Quarter. Increasing use of Social Value Portal and training with Partners will help this to increase next Quarter	15%
% of contracts let with a Social Value KPI	57%		Not on target this quarter but on track to deliver with an upward trajectory from last financial year. Having discussions with SV Portal about how to address nil responses from suppliers on Social Value	75%
Compliance				
Number of legal challenges	0		On target	0

2. 5 STAR Q1 Procurement Worth Progress Report

Measure	Figures and comments	
Commercial		
Non ratified savings	£157,775	
Cost avoidance savings	£222,667	
Procurement activity	54 contracts started in Q1 (including exemptions)	
Communities		
Employment opportunities	Employment opportunities from awarded submissions: 56.25 FTE	
Apprentice and training opportunities	<ul style="list-style-type: none"> Apprenticeships: 1,197 weeks committed Training opportunities: 137 weeks committed 	
Increase in GM Spend	Currently reported annually	
Communities		
TOMs achieved through procurement	Indicator	Achieved
	Total committed/unlocked Social Value	£3,116,407 - equivalent to 36.36%
	Local organisations engaged with	50 unique bidders - 39% of total suppliers ('Local' = within GMCA)
	Supplier organisations engaged with (bidders)	128 unique bidders
	Social enterprises engaged with	1 bidder
	VCSEs engaged with:	15 bidders - 11.7% of total suppliers
	Tenders through the Social Value portal	50 (live and completed tenders)
	Total contract values awarded through the portal:	£8,570,004
	Further TOMS achieved through Procurement:	
<ul style="list-style-type: none"> 188 hours of Career Support Sessions 3,553.1 Car Miles Saved £20,600 towards community support £1,573,790.00 of Local Spend across GM £23,500 Spend with Local VCSE 4,306 Volunteer Hours 		
Collaboration		

Number of SLAs	4 SLA's secured: <ul style="list-style-type: none"> - Shared Service Review for Basildon Council through LGA Shared Service Expert Programme - NW Libraries Consortium (Until August 2019) - GM Health & Social Care Partnership – Healthy Schools - Totally Local Company
Number of collaborative contracts let and categorised	35 contracts awarded 4 Collaborative <ul style="list-style-type: none"> - 1 STAR Collaboration - 3 Greater Manchester
Compliance	
Number of exemptions and modifications split by service area	See Appendix 1
Stakeholder training	9 events 127 attendees
CPD STAR team	113 hours of training completed including Collaborative Business Management, GDPR: New data law Protection, communication skills, professional coaching and growing your team.
Champions	
Good news from the month about where we are championing STAR	Our Assistant Director Nichola Cooke took part in a panel discussion on collaboration and presented on Innovation in Procurement at Public Sector Solutions Expo. This then featured in CIPS Supply Management news in June. Nichola and Lorraine also spoke at the GM Commissioning Academy and were very well received. Daniel Hart and Natalie McCarthy were complimented by Paul James (Chief Digital officer, Trafford Council) for their work on a Microsoft tender which had very short timescales.
Social media reach	49,000 Twitter impressions 17,216 website views 26 company details forms completed this quarter using the new Sharpspring software.

3. **Partner Targets**

- 3.1. STAR Procurement are requested to provide performance management data for some Partners on a Quarterly basis. The annual targets are set and agreed by

STAR Board and STAR Joint Committee are collective targets for all Partners. As a collaborative shared service, it is important that this continues to be the case.

- 3.2. However, it is acknowledged that each Partner may wish to report this differently under their performance management arrangements. The key target that cannot easily be broken down by partner is savings and therefore it is proposed that the target used for individual Partners is two times return on investment.

4. Recommendations

It is recommended that STAR Joint Committee:

- 4.1. Note the content and discuss the performance to the end of Quarter 1 for 2019/20.
- 4.2. Agree individual partner target for savings is at least two times return on investment.

Appendix 1: Number of exemptions and modifications split by service area

Q3	Adults services	Childrens services	Public health	Property services	Highways services	ICT	Consultancy	HR & Audit	Other	Total
Exemptions	0	2	0	0	0	14	3	5	3	27
Modifications	9	1	0	0	0	9	0	0	2	21
Totals	9	3	0	0	0	23	3	5	5	48

N.B. The exemptions figures include all status types