

Report Ref.	Recommendations	Risk Assess H/M/L	Agreed	Comments	Responsibility for Action	Target Date
1.	An up-to-date Corporate Procurement Strategy has been approved that sets out how laws and regulations will be complied with					
1.1a	I recommend that Management Team review update the action plan and set targets for completion of key phases thus driving the Council's procurement policies into the core operational structures of the authority.	H	Agreed	Agreed, however the action plan is updated currently every 6 months. A recent update of the action plan has been taken to MB. The action plan and associated strategy has now reached its conclusion and needs a revision and new action plan.	Procurement Officer	March 09
2.	EU Procurement Law is adhered to at all times - Advertise via the OJEU process for specific goods / services where the contract value exceeds the EU threshold					
	A central Contracts Register is maintained so that Officers are aware of, and gain economies from, existing arrangements with suppliers					
2.1a	I recommend the Procurement Manager ensures the Contracts Register is brought up to date and maintained.	H	Agreed	We are still struggling to build the network of procurement leads, so as to be able to update the contracts register. Currently putting much more emphasis onto supplier register so that we can pursue the contracts details from this.	Procurement Officer	June 09 Before if I can free up additional resources to make it happen

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3.	An approved List of Suppliers is used so that goods, services and works are only procured from suppliers who have been vetted					
3.1a	I recommend the Procurement Manager reviews Constructionline to ensure ALL approved suppliers are able to be registered. If this is not the case then a new Approved Supplier list should be created for non-construction suppliers.	H	Not Agreed	I disagree with this recommendation and we have formed a strategic alliance with Constructionline and BPI who cover between them all supplier accreditation details.	Procurement Officer	Already in place
4.	The reputation of the Council is good amongst suppliers. Successful contracts are publicised					
4.1a	I recommend the Procurement Manager ensures the website advertises what tenders are coming up, how to tender and who to contact to find out more details.	M	Agreed	Not able to do this until we have the devolved procurement links established, as corporate procurement will not be aware. A procurement home page will be developed on the website.	Procurement Officer	March 09
4.1b	I recommend the Procurement Manager publicises successful contractors to encourage more to come forward.	M	Agreed	Contracts that we have from a corporate point of view are publicised on InSite.	Procurement Officer to make sure information is up to date	Dec 08
4.2a	I recommend the Procurement Manager ensures the Procurement procedures are on the Intranet for all staff to see.	H	Agreed	They have just been approved and are now up on the Intranet site and a notice was put up on the home page.	Procurement Officer	Nov 08

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4.2b	I recommend the Procurement Manager sets up details of suppliers/contractors to encourage the Service Managers to use the same ones, to co-ordinate the buying of same goods.	H	Agreed	Agreed and this is a good recommendation that we will take on board. However, it is linked to many of the other actions and it needs time and resource to co-ordinate it.	Procurement Officer	June 09
5.	The Council has a policy for supporting the local economy and its small and medium sized suppliers without being anti-competitive					
5.1a	I recommend that the Procurement Rules be revised so that any policy as determined by the Council for the inclusion of 'local' contractors in the tender/quotation process is applied equally to contracts of all values.	H	Agreed	This is covered in the new Procurement procedure rules.	Procurement Officer	Nov 08