

**Resources and Governance Scrutiny Committee
Ethical Procurement Sub Group
Work Programme**

Meeting 3 – Thursday 29 November 2018 Report deadline Tuesday 20 November 2018				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Delivery of Social Value through the Council's Highways Contracts - update	To receive an update report on how Social Value is being delivered through the Council's Highways Contracts to include the proposed revisions to future tender documents.	Cllr Stogia (Executive Member for Environment)	Steve Robinson	See June 2018 minutes
Social Value Key Performance Indicators	<p>To receive a report on the key performance indicators for the delivery of Social Value.</p> <p>To include the following information:-</p> <ul style="list-style-type: none"> • who decides what the KPIs should be for social value in any given contract; • how was the Council ensuring consistency across the organisation; • was there a central resource that co-ordinates this or do individual departments have responsibility 	Cllr Ollerhead (Executive Member for Finance and Human Resources)	Lucy Makinson	
Work Programme	To review/approve the current work programme		Scrutiny Support Unit	

Training session	To provide a training session to Sub Group Members on the Council's Procurement Process and where Social Value fits into the process and what the legal constraints are on this process in relation to Social Value		Ian Brown Janice Gotts Karen Lock Paul Murphy	
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Meeting 4 – Date to be agreed Report deadline				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Contract development and enforceability	<p>To receive a report on the Council's process for contract development and the measures available to ensure the terms of these contracts are enforceable.</p> <p>The report will include the liaison between the Council's procurement and legal teams in developing these contracts</p>	TBC	Fiona Ledden/ Rebecca Maddison	
Procurement of Building works for Schools	To receive a report that provides details on the top 5 contractors used by the Council for building works on schools and what social value they are providing through these contracts	<p>Cllr Rahman (Executive Member for Schools, Culture and Leisure)</p> <p>Cllr Ollerhead (Executive Member for</p>	Amanda Corcoran/ Jared Allen	

		Finance and Human Resources		
Work Programme	To review/approve the current work programme		Scrutiny Support Unit	

Items to be scheduled
(Items highlighted in grey have been added to one of the above meetings)

Item	Purpose	Lead Executive Member	Lead Officer	Comments
M Futures	To consider a report on what the Council's legal position is in relation to trying to ensure local people and companies gain employment on local contracts.	Cllr Ollerhead (Executive Member for Finance and Human Resources)	Rebecca Maddison	
Review of the Ethical Procurement Policy with regard to Trade Union recognition and Whistleblowing	To consider the Council's Ethical Procurement Policy and whether the policy has appropriate Trade Union/whistleblowing recognition within in it or whether this is an area that requires strengthening	Cllr Ollerhead (Executive Member for Finance and Human Resources)	Ian Brown	
Social Value outcomes - measurement and tracking	<p>To consider a report on how the Council tracks the outcomes of social value derived from its contracts, including:-</p> <ul style="list-style-type: none"> • who is responsible for doing this; • what information is being collated; and • what methodology is being used 	Cllr Ollerhead (Executive Member for Finance and Human Resources)	TBC	

The Council's Social Value Fund	<p>To consider a report on the Council's Social Value Fund. This report will include:-</p> <ul style="list-style-type: none"> • what is in the fund to date; • what is being done with the money within the fund; • how is the Council ensuring that it isn't just a way in which contractors add 10% to the project price, and then hand back 5% as a social value contribution 	Cllr Ollerhead (Executive Member for Finance and Human Resources)	TBC	
Delivery of Social Value and Ethical Procurement from the Council's Security Contract(s)	To receive a report on what steps the Council has taken / is taking to ensure that its security contract(s) are being ethically procured and how Social Value is being delivered from these contracts.	Cllr Ollerhead (Executive Member for Finance and Human Resources)	Ian Brown/ Steve Southern/ Julie McMurray	
Promotion of Social Value from Executive Members	To review what emphasis Executive Members have been placing on Social Value when approving contracts	All Exec Members		Invite Executive Members to the meeting
The benefit of Social Value	To invite local companies to come and discuss how they have implemented social value within their organisations and what it has meant to them in terms of how they operate.			
Delivery of Social Value in the new Health and Social	To receive an update on delivery of social value in the new health and social care arrangements. The report will provide data and analysis of measure	Cllr Craig (Executive Member for	Carolyn Kus Ed Dyson	See September 2018 minutes

Care arrangements – update	on how social value is being delivered under these arrangements.	Adults Health and Wellbeing)		
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Proposal from Neighbourhoods and Environment Scrutiny Committee				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Review of the Council's contract with Biffa Waste Services for the collection of waste and recycling	<p>To review the Council's contract with Biffa Waste Services and in particular look at:</p> <ul style="list-style-type: none"> • Whether they are fulfilling their contractual obligations; • The use of agency workers to undertake permanent roles on lower wages; • The use of zero hour contracts; • Appropriate training for staff to complete their duties; and • Whether new vehicles in use are fit for purpose. 	Cllr Akbar (Executive Member for Neighbourhoods)	Fiona Worrall/ Heather Coates	See NESC mins 10 October 2018