

REPORT

To: POLICY & RESOURCES (FINANCE) SUB COMMITTEE	Subject: PROCURING CHANGE – MANAGEMENT POSTS
From: DIRECTOR OF FINANCE	
Date: 4 May 2005	Ref: BC/CC

1 Introduction

The purpose of this report is to supplement the resources available to direct and manage the development of the Council's procurement strategy and implement the e-procurement system within the Council.

- 1.2 The report proposes an appointment of a temporary Project Manager to be responsible for the initial implementation of the e-procurement initiative and a re-grading of the post of Procurement Manager to reflect the extension of the responsibilities of the post in advancing the Council's approach to procurement both across Council departments and in partnerships with the public sector partners.

2 Background

- 2.1 The report approved by the Policy & Resources (Finance) Sub-Committee of 7 September 2004, detailed the plan required to progress the development of an e-procurement strategy across North Lanarkshire Council. The e-procurement strategy offers the opportunity for the Council to identify real and sustainable cost savings which would assist in aiding the Council's efficient government initiative and also help release resources for re-investment in frontline services.
- 2.2 The implementation of a coherent procurement strategy and the introduction of the e-procurement system is likely to take approximately two years to fulfil. In the longer term it is anticipated that savings of around 1% could be achieved against the Council's current supplies and services budget equating to over £1.5m per annum.
- 2.3 The Council has made appointments to all posts within the approved structure other than the post of Procurement Manager (PO12).
- 2.4 The recruitment process was undertaken to appoint the Procurement Manager, however, an appointment was unable to be made.
- 2.5 In parallel the profile of procurement has been raised across Scotland, driven in part, by the expectation of the savings and efficiencies that are expected within the Scottish Executive's Efficient Government initiative to be achieved through approved procurement practices within an authority and in collaboration with other public sector bodies. Such initiatives have identified the need for local authorities to be more active in developing and applying their procurement strategies, re-engineering their procurement processes, and take on the lead roles for change across the public sector.

2.6 These expectations mean that the Council now requires a greater contribution from the procurement development project and anticipates an advancement in the timetable for returns in terms of savings and efficiencies.

2.7 In order to ensure the achievement of these goals the resources needed to manage the change process across the Council have been reviewed. To ensure the development of the project the roles and responsibilities for the initial phases have been assessed and it is considered that these are best managed in two separate but co-ordinated work-streams. To achieve this it is proposed that a Project Manager post be established temporarily for 1 year, to work alongside the Procurement Manager which is proposed to be re-graded to PO18 commensurate with the duties expected.

3 Procurement Manager (PO18)

3.1 The role of Procurement Manager will focus on the Council's need to achieve long-term sustainable cost reductions, be the Council's lead officer in collaborative procurement projects in conjunction with other public sector agencies, and drive the rationalisation of the Council's processes to promote standardisation across departments in the approach to procurement. This level of responsibility has necessitated a review of the grade of the vacancy and it is proposed that the grade PO18 is commensurate with the duties.

3.2 The Procurement Manager (PO18) post would be subject to an open recruitment advertisement in accord with the normal Personnel procedures.

4 Project Manager (PO18) (Temporary)

4.1 The Project Manager would be responsible for the initial implementation of the PECOS software and the business changes needed to interact with related management systems and processes. The post would be the Council's lead officer for the system development and would be responsible for liaising with the CapGemini consultants, Scottish Executive, and ABC, in respect of driving forward the system developments across the Council.

4.2 The Project Manager (PO18) post would be a temporary post for one year and would be subject to an open recruitment advert in accord with the normal Personnel procedures.

5 Corporate Consideration

5.1 The proposal has been fully discussed with Personnel Services and the Trade Union.

5.2 The costs associated with the proposal will be contained through the resources identified in the earlier report to Committee on 7 September 2004.

6 Recommendation

The Committee is asked to;

- 6.1 Approve the creation of a Project Manager Post (PO18) for a one-year temporary contract.
- 6.2 Approve the re-grading of the Procurement Manager to PO18.
- 6.3 Remit the report to the Policy & Resources (Personnel) Sub-Committee.



Director of Finance

Members wishing further information please contact Mr Brian Cook, Head of Revenue Services, Ext 2801.