



WEST OXFORDSHIRE  
DISTRICT COUNCIL

## WEST OXFORDSHIRE DISTRICT COUNCIL

Name and date of Committee	<b>EXECUTIVE WEDNESDAY 10 JUNE 2026</b>
Subject	<b>UPDATED PROCUREMENT AND CONTRACT MANAGEMENT STRATEGY</b>
Wards affected	All
Accountable member	Councillor Alaric Smith Executive Member for Finance Email: <a href="mailto:alaric.smith@westoxon.gov.uk">alaric.smith@westoxon.gov.uk</a>
Accountable officer	Claire Locke - Executive Director Corporate Services, Publica Email: <a href="mailto:democratic.services@westoxon.gov.uk">democratic.services@westoxon.gov.uk</a>
Report author	Ciaran O’Kane – Senior Procurement Business Partner, Publica Email: <a href="mailto:democratic.services@westoxon.gov.uk">democratic.services@westoxon.gov.uk</a>
Summary/Purpose	To present an updated draft Procurement and Contract Management Strategy
Annexes	Annex A – DRAFT PROCUREMENT AND CONTRACT MANAGEMENT STRATEGY
Recommendation(s)	That the Executive resolves to:  I. Approve the updated Procurement and Contract Management Strategy
Corporate priorities	Procurement supports all key Council Priorities  <ul style="list-style-type: none"><li>• Putting Residents First</li><li>• A Good Quality of Life for All</li><li>• A Better Environment for People and Wildlife</li><li>• Responding to the Climate and Ecological Emergency</li><li>• Working Together for West Oxfordshire</li></ul>

Key Decision	NO
Exempt	NO
Consultees/ Consultation	<ul style="list-style-type: none"><li>• Publica Executive Team</li><li>• WODC Climate Change Team</li><li>• Publica Data Protection Team</li></ul>

## **1. EXECUTIVE SUMMARY**

- 1.1 The draft WODC Procurement and Contract Management Strategy sets out a structured, approach to commissioning, procurement supplier management, and contract management. Its primary objective is to ensure that procurement activity delivers value for money, supports organisational priorities, and mitigates commercial, operational, and reputational risk.

## **2. BACKGROUND**

- 2.1 The revision of the current Procurement and Contract Management Strategy was partly in response to an External Audit recommendation.
- 2.2 Furthermore, the landscape of Public Procurement changed with the rolling out of the Procurement Act 2023 (PA23). The team recognised the importance of the Council having a strategy that incorporated changes and best practice as result of the legislation change.
- 2.3 Finally, the Strategy sets out the responsibility Procurement will have to support WODC in preparation for Local Government Reorganisation.

## **3. MAIN POINTS**

- 3.1 The strategy recognises procurement as a strategic enabler rather than a transactional function. It focuses on strengthening governance, improving commercial capability, and enhancing supplier relationships to achieve sustainable, high-quality outcomes.
- 3.2 The Strategy is designed to ensure that all procurement and contract activities are conducted in a consistent, controlled, and value-driven manner that supports the Council's strategic objectives. At its core, the strategy seeks to maximise value for money across the full commercial lifecycle, while maintaining robust governance, ensuring regulatory compliance, and effectively managing risk.

## **4. ALTERNATIVE OPTIONS**

- 4.1 Not Applicable

## **5. CONCLUSIONS**

- 5.1 The updated Procurement and Contract Management Strategy will ensure that all Procurement activity will be carried out in line with best practice.
- 5.2 The revised strategy also reinforces the Councils vision – 'Shaping West Oxfordshire as a District which offers a fulfilling and meaningful quality of life for our residents with opportunities for all to flourish, a thriving and prosperous place for entrepreneurs and businesses, where local people and visitors can enjoy the beauty and heritage of our landscape, built, farmed and natural environment'

## **6. FINANCIAL IMPLICATIONS**

- 6.1 There are no financial implications for this report. However, compliance with the Councils Contract Procedure rules will support the best use of taxpayers' money.

## **7. LEGAL IMPLICATIONS**

- 7.1 There are no specific legal implications from the report or the strategy, however the Council continues to have a legal duty to comply with the Public Procurement Regulations

## **8. RISK ASSESSMENT**

- 8.1 There is a potential risk that the Procurement and Contract Management Strategy may need to be updated as and when the Cabinet Office release further guidance. This has been quite regular since PA23 went live.

## **9. EQUALITIES IMPACT**

- 9.1 There are no equality implications from this report.

## **10. SUSTAINABILITY IMPLICATIONS**

- 10.1 This Executive report is exempt from a SIA. The Climate team have worked closely with Procurement and whilst the implications of implementing the Strategy will have sustainability implications the strategy itself does not.
- 10.2 Sustainable Procurement, Supporting Local SMEs and Social Value have been identified as Strategic Objectives within the Procurement and Contract Management Strategy.

## **11. BACKGROUND PAPERS**

- 11.1 No Applicable

(END)