

Committee:	Council	Date:	22 February 2018
Title:	Procurement Strategy 2018/19 Covering Report		
Portfolio Holder:	Councillor Simon Howell		
Report Author:	Angela Knight, Assistant Director – Resources 01799 510446	Item for decision:	Yes

Summary

1. The Procurement Strategy outlines the approach Uttlesford District Council will take to the procurement of goods, services and works during the financial year.
2. Procurement is different from “buying”. Buying refers to day-to-day transactions where a purchase order is placed for items available from a catalogue, company web-sites or where a quotation has been provided.
3. Procurement is a strategic process that starts with an identification of need through to the delivery of the contract, managing providers to the end of life disposal of any asset.
4. Procurement activity will contribute to the Corporate Strategy both directly and indirectly.
5. The Procurement Strategy will be presented to Cabinet on the 15 February and if there are recommendations for amendments these will be distributed to members prior to this meeting.

Recommendations

6. The Council is recommended to approve the Procurement Strategy 2018/19 as attached.

Financial Implications

7. None

Background Papers

8. None

Impact

- 9.

Communication/Consultation	N/A
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Community Safety	N/A
Equalities	N/A
Health and Safety	N/A
Human Rights/Legal Implications	N/A
Sustainability	N/A
Ward-specific impacts	N/A
Workforce/Workplace	N/A

Risk Analysis

10.

Risk	Likelihood	Impact	Mitigating actions
That correct procedures are not followed when procuring goods and services	1	2	Monitoring of procurement is carried out by the Procurement Management and all tenders are directly managed by the procurement team

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.