

<b>Committee:</b>	Cabinet	<b>Date:</b>	15 November 2018
<b>Title:</b>	Procurement Strategy 2018/19 Covering Report		
<b>Portfolio Holder:</b>	Cllr Simon Howell, Cabinet Member for Finance and Administration		
<b>Report Author:</b>	Angela Knight, Assistant Director – Resources 01799 510446	<b>Key decision:</b>	No

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## 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.

## Recommendations

5. The Cabinet is requested to recommend, for approval by Full Council, the Procurement Strategy 2018/19 as attached.

## Financial Implications

6. None

## Background Papers

7. None

## Impact

- 8.

Communication/Consultation	N/A
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

9.

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.