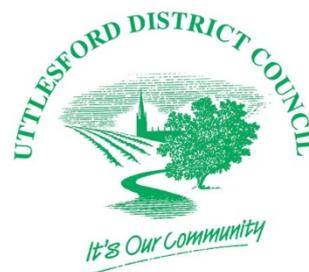




Uttlesford District Council Procurement Strategy 2022 - 2026



Prepared by:
Procurement
Uttlesford District Council
September 2022



Procurement Vision

Our strategy aims to provide officers, elected members, suppliers and the public with an understanding of the context of the Council's procurement activity, and to set the direction this will take over a four year period.

Within this strategy we will set out how we will provide our procurement activities collaboratively and in an economically, environmentally and socially responsible manner, achieving value for money on behalf of the Council and its key stakeholders whilst supporting the Uttlesford Corporate Plan and promoting the long-term interests of the communities, residents and business in Uttlesford.

Corporate Plan

The Uttlesford Corporate Plan sets out the long term ambitions for Uttlesford. It is structured around four ambitions and one overarching vision that informs all our plans and strategies:

Making Uttlesford the best place to live, work and play.

Within the plan are four key priorities:

- **Putting residents first**
- **Active place-maker for our towns and villages**
- **Progressive custodian of our rural environment**
- **Champion for our district**

Uttlesford Climate Crisis Strategy

On 30th July 2019, Uttlesford District Council declared a Climate Emergency in recognition that unless action is taken there will be a negative impact on the climate and environment. The Council has produced a Climate Crisis Strategy 2021 – 2030 which details 5 priorities:

- Resources
- Energy Consideration
- Planning
- Transport
- Assets and Operations

These priorities and actions are considered when developing the wider Procurement Strategy for the Council.

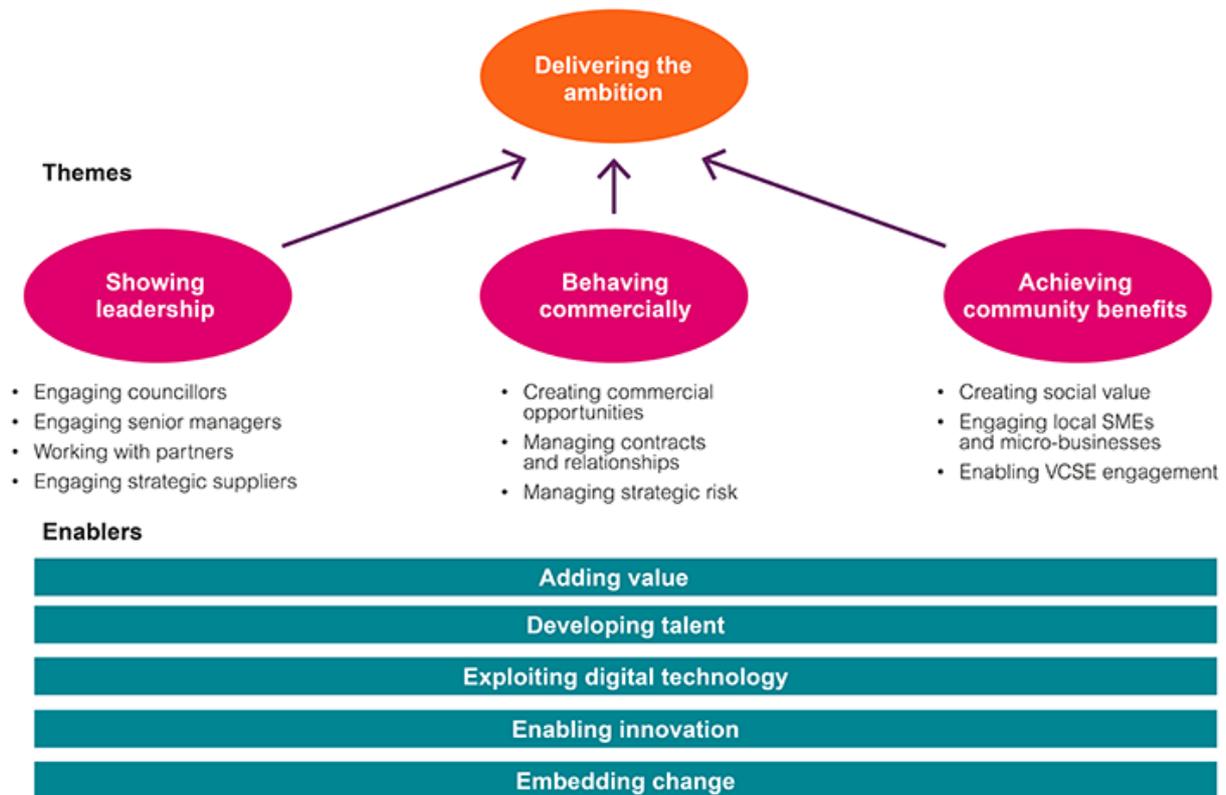
National Procurement Strategy

The Local Government Association (LGA) launched the National Procurement Strategy (NPS) in 2018, and this was refreshed in August 2022.

The NPS focuses on three key themes for the next four years:

- Showing leadership
- Behaving commercially
- Achieving community benefits

Our procurement strategy has been developed based on consideration of the above themes and will identify key strategic areas and enablers from the NPS which will align with the context of our local and regional priorities.



A toolkit has been developed to support delivery of the National Procurement Strategy for Local Government in England 2018. Its purpose is to help councils to set objectives in relation to the maturity levels in each of the key areas of the strategy and to assess their own progress against those objectives.

There are five levels of maturity each providing guidance and criteria for assessment against each level.

Minimum → Developing → Mature → Leader → Innovator

The Council will use the toolkit to assess our current performance and monitor progress over the life of the Strategy.

Post EU Exit, the new procurement rules are expected to move the winning bidder test from 'most economically advantageous tender' (MEAT) to 'most advantageous tender' (MAT), and this change will help to focus on value in its broader sense beyond economic value.

Key Procurement Priorities:

The procurement priorities have been set out in three phases.

Phase One - Introduction of the use of the National Themes, Measures and Outcomes (TOMS)

The National TOMs framework is widely recognised as the best standard for measuring and reporting on social value supported by the Local Government Association.

Social value is the view beyond price that looks at the additional value organisations can bring to our communities. We want to work with our suppliers to produce wider benefits for both Uttlesford and Essex.

The National TOMs Framework was introduced to the public sector procurement as a solution for the Social Value Act, the reporting and compliance has evolved into a social value measurement standard across the UK. It is a flexible yet robust structure which allows it to be adapted to meet different requirements.

Measures include supporting young people into work, opportunities for disadvantaged people, improving staff health and wellbeing, ethical procurement, social value in supply chains, supporting community projects, and reducing carbon emissions.

To maximise impact and provide consistency, the TOMS have financial proxy values so organisations can measure the value delivered and quantify the wider value created for society.

For every £1 generated, the Council will be able to quantify in pounds the wider value created for society.

Use of National Themes, Measures and Outcomes covers all aspects of Social Value measurement and reporting, in addition it provides a framework for benchmarking nationally.

Social Value

Within the National Procurement Strategy there are new requirements and opportunities for Social Value, in addition to local priority outcomes included in procurements. Local authorities must also consider national social value priority outcomes, where it is relevant to the subject matter of the contract, and where it is proportionate to do so. =

The national social value priorities are:

- creating new businesses, new jobs and new skills
- tackling climate change and reducing waste; and
- improving supplier diversity, innovation and resilience.

The following points set out the actions required to demonstrate that the above outcomes have been fully considered.

- Adoption of suitable national social value themes measure and outcomes in all procurement processes above Public Contracts Regulations (2015) limits.
- Include Social Value considerations in all appropriate procurement processes as advised by the Procurement Team.
- The Council's National Living Wage Policy will be reflected in procurement processes and contract documentation so that where we are legally entitled to do so, we will require providers to pay at least the national Living Wage to all their staff working on Council contracts.

- Deliver training in Social Value to key staff
- Reporting annually progress against the National Themes Measures and Outcomes, and Modern Slavery to the Governance, Audit and Performance Committee.
- Undertake a Modern Slavery Supplier Risk Assessment and complete any identified outcomes to strengthen controls within the Council.

Phase two - Climate Change

The Strategy aims to support the delivery of the Councils Climate Crisis Strategy 2021 – 2030 through the supply chain and delivery partners where appropriate:

Actions:

- Appropriate use of environmental Themes Outcomes and Measures from the National TOMS
- Consider carbon implications at specification stage, including single use plastic, recycling and electric vehicles.
- Include carbon off setting requirements within contracts where applicable
- Appropriate use of localisation of tender opportunities to minimize travel and carbon impact.
- Encourage the use of digitisation within procurement processes, including online tenders and submission process to reduce paper and printing usage.

Phase three - Contract Management

Deliver a consistent contract management framework across the council to support and enable all buyers and senior managers with contract management responsibilities.

Actions:

- Working with directorates across the Council to create a contracts register baseline of all contracts we are actively spending against.
- Develop contract management frameworks for high, medium and low risk contracts.
- Supporting contract managers directly to ensure contracts are being managed effectively and performance is achieving contractual commitments.
- Design and deliver contract management training that will focus on managing contract terms and conditions, change control, effective monitoring of KPI's and deliverables, adherence to deadlines, management and mitigation of risk, spend control and the development of supplier relationships.
- Create a process to assess major contracts mid-way through their contract term and use this evidence to determine overall performance and next steps.
- Produce a performance report on contracts and identify additional benefits extracted over and above, through our SRM relationships that feeds into the annual procurement strategy report to the Governance, Audit and Performance Committee.
- In addition to the training, a range of tools will be developed to provide additional support, advice and guidance which will ensure efficiencies, best practice, and a consistent approach to managing contracts across all services.