



2023/24

**First Quarter
Procurement
Review**

1. Introduction

- 1.1 A key element of achieving continuous improvement and meeting efficiency and savings targets is to ensure that the Council is achieving best value through its sourcing activities, through effective and compliant procurement practices.
- 1.2 The Council's previous Procurement Strategy was developed in 2014 to ensure that its objectives linked closely with the Council's overall strategic vision and aims and objectives. The key actions included, delivery of cashable savings, development of a professional Procurement unit, updated Procurement Rules to support transparency and the implementation of electronic tendering processes and procurement systems. All of which have been achieved.
- 1.3 The revised Joint Procurement Strategy is now approved. The revised strategy, covering 2022-2025 will focus on the following key objectives to support the aims of the Council's Corporate plan and align with the LGA National Procurement Strategy:
 - Delivering Value for Money
 - Commercial focus and effective Contract Management
 - Maintaining Transparency and Ethical practices through effective leadership
 - Promoting Responsible and Sustainable Procurement
 - Supporting the Local Economy and Business Growth
 - Delivering Social Value (CSR) through our Contracts
- 1.4 The Council will work to achieve these priorities by adopting and implementing the following key themes which underpin and will drive the strategy forward over the next three years:
 - Showing Leadership
 - Behaving Commercially
 - Achieving Community Benefits
 - Environmental Sustainability
 - Ethical Sourcing
- 1.5 In addition to the deliverable actions as detailed in the revised Strategy, during 2023/2024 we will be focussing on preparing a revision to the current Procurement Procedure Rules which govern our own internal regulatory framework for contracting. The current procedure rules were refreshed in 2017, which incorporated changes to requirements for contract award authorisations and procedures appropriate to varying spend thresholds.
- 1.6 Revision to current procedures are required to enable less restrictive requirement practices which will directly support the strategy's key objectives ie to support local, achieve community benefits and support our climate change actions.

2. First Quarter Completed Procurements

2.1 The activity supported by the Council's procurement team during the first quarter 01 April 2023 to 30 June 2023 is summarised below:

First Quarter	High Value (> £181,000)	Low Value (< £181,000)	Total
SMDC Only	0	5	5
JOINT (SM/HP)	0	3	3
TOTAL			8

2.2 Annex A provides details of the 8 procurement exercises reviewed and completed during Quarter one.

3.0 2023/24 Procurement Forward Plan & Projects

3.1 The table below details the number of exercises which fall into either low or high value (profiled over full contract term) scheduled for completion or starting in 2023/24.

2023/24 Activity	High Value (> 181,000k)	Low Value (< £181,000k)	Total
SMDC	1	11	12
JOINT (SM/HP)	7	26	33
TOTAL			45

In addition to the above, there are a further 66 listed entries brought forward from previous years (for review and completion for both HPBC and SMDC combined).

3.2 Some of the more significant 'high level' procurement activity that is scheduled for delivery in 2023/24 includes:-

- Leisure Transformation programme support
- Levelling Up Funded projects support
- UK Shared Prosperity Fund project support
- Fowlchurch Depot project support
- IT / Transformation project support (inc. new Intranet / Finance system upgrade)
- Insurance Contract
- Elections Stationery and Canvass Service Contract
- Hybrid Mail Inc Annual Billing Contract
- Arboricultural works Contract

Transforming Public Procurement Reforms

3.3 The Procurement Bill, which will reform the existing Public Sector Procurement Rules, is currently going through Parliament. The reforms will;

- create a fully transparent public procurement system, through a central digital platform;

- aim to create a simpler and more flexible, commercial system that better meets our country's needs while remaining compliant with our international obligations;
- open up public procurement to new entrants such as small businesses and social enterprises so that they can compete for and win more public contracts.

3.4 The Bill was scheduled to receive Royal Assent in Spring 2023, however the latest updated position is now expected imminently. Once granted this will initiate a lead in six month comprehensive learning and development programme for public sector Contracting Authorities. The Cabinet Office are leading on the implementation role out and the Council's Procurement unit are monitoring progress and will disseminate guidance material leading up to and throughout the implementation period.

3.5 The reform will directly inform considerations and decisions to support the Council's revisions to the current procedure rules.

4. Procurement Performance

4.1 This section reports on the Council performance in terms of procurement activity

4.2 Performance for the first quarter is highlighted below:-

Performance Indicator	Target	Performance at 30 June 2023
% of Alliance Procurement Activity on Forward Plan	70%	74%
Annual contract spend as % of gross expenditure budget	2% improvement to 22/23 (94.86%)	91%
Performance at 31/03/2023 (Annual)		
Supplier (Creditor) spend within the local area as a % of total spend	6.5% (2022/23)	5.09% (2022/23)
% of Contracts awarded to local suppliers following submission of EOI (over £5,000)	Contextual	26% (2022/23)

ANNEX A

First Quarter Procurement Activity Completed - SMDC

Contract Title	Brief contract description	Recurring or One Off	Service Area	Procedure	Award Detail	Term	Total Contract Value £
Birchall Playing Fields Improvement project Perimeter Footpath [PROC-5260]	Minor works contract Design & Build contract to design and build a new hard-surfaced footpath around the perimeter of Birchall Playing Fields.	One Off	Service Commissioning	OPEN Tender	Keble Heath construction Ltd. 61 Brick Kiln lane, Park house Ind. Estate Chesterton Newcastle Under Lyme ST5 7AS	7 months	115,664
UKSPF Support for growing the local social economy (UKSPF SM E26 LOT 1) Support for investment in capacity building (UKSPF SM E11 LOT 2) [PROC-5319]	Consultancy Appointment Lot 1 Support and grow the local social economy, including for community businesses, cooperatives and social enterprises Lot 2 Investment in capacity building & infrastructure support for local civil society. To work with existing community businesses, civil society orgs and groups in Staffordshire Moorlands to provide advice and support.	One Off	Regeneration	OPEN Tender	Support Staffordshire Civic Centre Riverside Stafford Staffordshire ST16 3AQ	2 yrs	85,914
Air Quality Monitoring Equipment [PROC-5322]	Supply / equipment Particulate Monitors SCC Funded	Recurring	Regulatory – Env Health	Direct Award CCS Fwrk RM6099	Earth Sense Systems Ltd Space Park Leicester 92 Corporation Road Leicester LE4 5SP	3 yrs	15,796

Muller Homes Cheadle PPA Planning work [PROC-5389]	Consultancy Appointment To act as case officer for application	One Off	Development Control Service	Single Source exemption	Urban Imprint 16-18 Park Green Macclesfield SK11 7NA	2 months	10,000
Flexible art gallery display panels Nicholson Museum [PROC-5318]	Supply / equipment Lightweight display panels for Art Gallery	One Off	Communities & Climate Change	Quotation (Service area obtained)	Flexibitions Ltd Unit 9 Ultramax Business Park Millfield Road Wakefield West Yorkshire WF4 5FF	Supply only	2,655

First Quarter Procurement Activity Completed – JOINT (HPBC & SMDC)

Contract Title	Brief contract description	Recurring or One Off	Service Area	Procedure	Award Detail	Term	Total Contract Value £
Place Shaping Theory of Change [PROC-5453]	Consultancy Appointment Transformation OD professional services to support corporate plans refresh	One Off	Transformation / ALT	Direct Award (CCS Framework)	Mutual Ventures Ltd @Waterloo 2-6 Boundary Row London SE1 8HP	2 months	59,475
Objective Keystone software system [PROC-5471]	IT System Licence renewal Continuation of existing system licences – not subject to further competition	One Off	Transformation	Single Source exemption	Objective Corporation UK Ltd Thames Tower Station Rd Reading RG1 1LX	3 yrs	54,980
Leisure Transformation Consultancy support [PROC-5388]	Consultancy Appointment Continuation of support for Leisure Transformation Project	One Off	Service Commissioning	Direct Award (Bloom Procurement Framework)	FMG Consulting Ltd Bank House Market Square Congleton Cheshire CW12 1ET	12- 14 months	27,500