

APPENDIX [D]

STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL

**PROCUREMENT FORWARD
PLAN 2025/26**

1. Introduction

1.1 The Procurement Procedure Rules, which support the Joint Procurement Strategy, are essential to the achievement of the Alliance Procurement Objectives and set out the processes that must be followed.

1.2 The 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 implemented. 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

2. Authorisation to Procure and Award

2.1 It was proposed within the Rules that the Procurement Forward Plan would be reported as part of the Budget and Medium Term Financial Plan in February each year.

2.2 This would identify all registered procurement activity to be completed in the following financial year, with approval sought to commence procurement of all activity listed. Performance and activity (including confirmation of award)

against the forward plan would then be monitored and reported within the Quarterly Procurement Report to Committee.

- 2.3 The approval limits to be applied to then authorise the award of contracts and apply exemptions are in line with Public Contract regulations supplies and service thresholds, there is no direct change to these thresholds as implemented from 01 January 2024 for a two year period.

PUBLIC CONTRACT THRESHOLDS 2025/2026	£
Works Contracts	5,372,609
Small Lots	884,720
Supply, Services and Design Contracts	214,904
Small Lots	70,778
Social and other specific Services Light Touch Regime	663,540
Subsidised services contracts	214,904
Concession Contracts	5,372,609

- 2.4 The Council's procedure rules for Authorisation to procure and award contracts apply to the thresholds as detailed in Annex C (see below table) of the Procurement Procedure Rules (these values are not inclusive of VAT).

Award and Exemptions Authorisation Limits:

Total Contract Value (£)	Authorisation	Authorisation By
<25,000	Head of Service / Executive Director	Procurement Web-form
>25,000 - <214,904 (PCR15 Service Threshold)	Executive Director / Chief Executive	Procurement Web-form
>214,904 (PCR15 Service Threshold) - <1,000,000	Delegated Member Decision	Delegated Member Report (Portfolio Holder for Procurement and the relevant service area)
>1,000,000*	Cabinet SMDC	Committee Report

* Committee reports may be presented where the total contract value is less than £1,000,000 - where considered appropriate due to the nature of the procurement or where it relates to a key decision

- 2.5 Any procurement activity undertaken during the year which was not included on the forward plan will also follow the authorisation rules (to procure/award) as detailed above - and detail will be included within the Quarterly Procurement Report.
- 2.6 Irrespective of the total contract value, Committee reports may be presented to Executive to obtain authority to procure and award where considered appropriate due to the nature of the procurement or where it relates to a key decision.

3.0 Procurement Forward Plan 2025/26

- 3.1 The Procurement Forward Plan, detailing all high value anticipated procurement activity during 2025/26, is detailed at **ANNEX A**. This includes high value activity specific to High Peak B.C. and also any joint procurement activity with Alliance partner Staffordshire Moorlands D.C. Procurements which have already had approval in 2024/25 but not yet completed, will be progressed in addition to the programmed 2025/26 schedules. Routine lower value exercises will be approved to procure in accordance with the Financial thresholds as set out in the Procurement Procedure Rules ie by Chief Executive or Executive Director.

4.0 Procurement undertaken by Agent

- 4.1 In addition to procurement activity commissioned by the Council, there may also be procurement activity commissioned via an agent on behalf of the Council where appropriate to do so. For example the Pavilion Gardens concession allows provision for capital works required on the facilities to be commissioned by the Contractor, but funded by the Council. In this case, the Council would complete due diligence to ensure compliancy and value for money has been achieved.
- 4.2 Similarly, for the Council controlled companies ANSA procurement on behalf of Alliance Environmental Services will be procuring fleet required by specific services, but this will be funded by the Council and appropriate due diligence undertaken. Alliance Norse Ltd and Alliance Leisure Ltd will also be included under this arrangement.
- 4.3 Agents delegated to procure contracts on behalf of the Council, where the Council is the Contracting Authority, will be required to procure in compliance to Public Contract Regulations 2015 (PCRs15) for above threshold contracts and for contracts for lower values demonstrate that their procurement practice is as robust and transparent as that the Council would apply.

PROCUREMENT FORWARD PLAN 25/26 – SMDC

Ref	Auth	Contract Title	Brief contract description	Capital or Revenue	Service Area	Total value of contract
933	SMDC	Fowl church Depot Building repairs (Subject to Approval)	Building repairs	Capital	Assets - Capital	250,290.00
1816	SMDC	Church Hill Recreational Grounds	Rec grounds	Capital or Revenue	Leisure & Environmental Services	350,000.00
1556	SMDC	Biddulph LC SPSPF	Energy project	Capital	Leisure & Environmental Services	176,000.00
1557	SMDC	South Moorlands LC Refurbishment	Pre Construction design and Works	Capital	Leisure & Environmental Services	£7.5m
1715	SMDC	Active Environments - Brough Park (Feasibility, Design & Consultation)	Sport England have provided £20k to develop the external LC design.	Revenue	Leisure & Environmental Services	20,000.00
1839	SMDC	SM Leisure Centre	Fire alarm and security systems	Capital	Assets - Capital	230,210.00
1842	SMDC	Biddulph Valley Leisure Centre	Re Wire of Lighting and Power	Capital	Assets - Capital	324,460.00
1844	SMDC	ICT Review	ICT Review – subject to approval	Capital	Transformation - ICT systems & Software	657,300.00

1845	SMDC	Cheadle Market	Cheadle Market project	Capital	Regeneration	373,000.00
1435	SMDC	SUMMARY LINE: UKSPF Funding Extension 25-26 £1,121,764 (Multiple Projects - TBC)	Funding various Projects across 3 key areas 1. Communities & Place 2. People & Skills 3. Business Support	Revenue	Regeneration	1,121,764.00

PROCUREMENT FORWARD PLAN 25/26 – JOINT (HPBC/SMDC)

Ref	Auth	Contract Title	Brief contract description	Capital or Revenue	Service Area	Total value of contract
351	Joint	East Midlands Law Share	East Midlands Law Share Access to Framework Agreement for call off requirements	Revenue	Legal & Elections	200,000.00
1052	JOINT	CCTV Public Realm upgrade & Maintenance Contract	Maintenance and Equipment contract – scope to be confirmed	Revenue	Communities & Climate change	389,782.00 (est)
1256	JOINT	IT Managed Services Contract	Fully Managed IT Support service contract for the alliance	Revenue	Transformation - ICT systems & Software	2,895,000.00
1348	JOINT	Fleet - AES	Procurements - replacement vehicles against fleet	Capital	Leisure & Environmental Services	999,920.00
1833	SMDC	Car Park - New Signage	New Signage	Capital	Assets - Capital	SM 99,500 HP 211,960