



2020/21

**Third Quarter
Procurement
Review**

1. Introduction

- 1.1 A key element of the financial savings included in the Council's Efficiency & Rationalisation Strategy is being met from Procurement activity which was approved by Full Council in February 2017.
- 1.2 The current Procurement Strategy was developed 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.
- 1.3 The Procurement Strategy is now due for updating and is scheduled for presentation during 2021 initially as an Information Digest report to obtain Member feedback prior to final approval (this was planned for 2020, but has been delayed due to Covid related workload). The revised strategy will focus on the following key objectives to support the aims of the Council's Corporate plan:
- 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

2. Third Quarter Completed Procurements

- 2.1 The activity supported by the procurement function for the third quarter October 2020 to December 2020 is summarised below:

Third Quarter	High Value (> £181,000)	Low Value (< £181,000)	Total
HPBC Only	0	11	11
JOINT (HP/SM)	1	2	3
TOTAL	1	13	14

- 2.2 Annex A provides details of the 14 procurement exercises completed during Quarter three.

3. 2020/21 Procurement Forward Plan

- 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 either completion or starting in 2020/21.

2020/21 Activity	High Value (> £181,000k)	Low Value (< £181,000k)	Total
HPBC	7	25	32
JOINT (HP/SM)	3	18	21
TOTAL	10	43	53

In addition to the above, there are 222 listed entries brought forward from previous years (for review and completion for both HPBC and SMDC combined). It should be noted that the items listed are a combination of recurring contracts coming up to expiry, one offs, new items off contract and aggregate spend opportunities

3.2 Some of the more significant 'high level' procurement activity that is scheduled for delivery in 2020/21 includes:

- IT Managed Service Support Contract
- Glossop Halls project support appointments of consultants and main contractors
- Supporting delivery of the Fleet Replacement Strategy
- Facilities Management & Building Condition Surveys
- Fairfield Roundabout main Contractor procurement
- Glossop Market Halls projects and Phase 2 Municipal Buildings Roofing and internal works – Main contractor procurement
- Accelerated Housing Delivery programme support
- Construction Materials Supplies – Direct Services
- HRA minor works contracts – Electrical / Roofing / Bathrooms / Heating capital programmes

4. Procurement Performance

4.1 This third reports on the Council performance in terms of procurement activity and the payment of suppliers.

4.2 Performance for the third quarter is highlighted below:-

Performance Indicator	Target	Performance at 31st December 2020
% of Alliance Procurement Activity on Forward Plan	65%	68%
Annual contract spend as % of gross expenditure budget	85%	92%
% Of invoices paid within 30 days	96%	94%

Performance Indicators – targets off track

4.3 Invoice payments made within 30 days for the third quarter did not achieve target, the additional duties in relation to administering the Business payments and

reduced resources in the team over the summer due to long term sick has affected the performance on invoice payments. Although the position is recovered in terms of backlog the impact of quarter two has had affected the cumulative position over the year.

- 4.4 For 2020/2021 additional new performance indicators have been introduced, these are currently being measured to establish targets to implement for 2021/2022.

Performance Indicator	Target TBC for 21/22 (baseline to be established 20/21)
Supplier (Creditor) spend within the local area as a % of total spend	In progress: establishing baseline
% of Contracts awarded to local suppliers following submission of EOI* (over £5,000)	In progress: Method review of source data extraction
% of EOI* that come from businesses within the local area (over £5,000)	In progress: Method review of source data extraction

**EOI – Expression of Interest*

ANNEX A

Third Quarter Procurement Activity Completed – HPBC

Contract Title	Brief contract description	Recurring or One Off	Service Area	Procedure	Award Detail	Term / Duration	Total Contract Value £
Residential Stair Lift Services Housing	Maintenance and repairs contract	Recurring	Assets	Framework	Stannah	2 + 2 yrs	160,000
Sub Contracting Framework – Minor works	Multi skilled trades sub contractors framework: Plumbing Plastering Joinery	Recurring	Housing Repairs / Assets	Open Tender	Brendan Fern Derby Gas Services Fenax Developments Victoria Baker Homes	1 yr	150,000
Telephone line connections	Telephone lines Housing Tenancy Services Including: Buildings Fire Alarms Group Schemes Carelink Individual Users Lines	Recurring	Housing Tenancy	Direct Award	Telesis	1 yr	62,400
Exercise By Referral – GPs	GP Referral Programme To support Inactive adults in increasing exercise and physical activity in some cases after health conditions	Recurring	Service Commissioning	Single Sources	New Bodies (New Mills & Buxton) Glossop Leisure Centre Chapel Leisure Centre	1 yr	32,800 (split)
Capacity Support for HE HIF Roundabout Project	Consultancy Appointment to assist with delivery of Homes England HIF funded Fairfield Roundabout.	One Off	Regeneration	Single Source	AECOM	6 months	18,559
Buxton HAZ Cultural Consortium Pilot Project	Consultancy support for Buxton HAZ project - Cultural Pilot project 'Capturing a Moment'	One Off	Regeneration	Single Source	Babbling Vagabonds and Illuminous	4 months	12,500
Fire Alarm Appraisal Sheltered Schemes	External expertise to review Fire alarms in sheltered accommodation	One Off	Assets	Existing contract - CCN	AHR	2 months	8,950
Review of Viability Assessment	Planning application external consultancy	One Off	Development Control	RFQ	Keppie Massey	6 months	5,000

Public Health Funding projects (DCC)	Various projects - subject to funding decisions for Local Authority Walking for Health - Be Well Glossop	Recurring	Service Commissioning	Direct Award	Well Fit health and Wellbeing CIC	1 yr	5,500
Landscape Architect to support Planning appeal	Planning application external consultancy	One Off	Development Control	Single Source	Stuart Ryder Landscapes	2 months	4,931
Buxton HAZ Community Engagement Plan	Consortium lead by University of Derby - community engagement project for Buxton HAZ	One Off	Regeneration	Single Source	Designing Dialogue SHED	1 month	2,500

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

Contract Title	Brief contract description	Recurring or One Off	Service Area	Procedure	Award Detail	Term / Duration	Total Contract Value £
AES Fleet replacements Street Sweepers	Purchase of 2 new Street Sweepers	One Off	Service Commissioning	Framework Direct Award	Stock Sweepers Ltd	12 – 16 wks	335,586
Covid-19 Marshalls – Agency workers	Temporary additional resources Supporting the Environmental health teams in response to Covid-19	One Off	Regulatory – Environmental Health	Single Source	Red Snapper Group	6months (initially)	40,000
Pollution Team Agency Support	Temporary additional resources supporting Pollution team	One Off	Regulatory – Environmental Health	Single Source	Vivid	2-3 months	10,800