



2022/23

**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 agreed by Full Council in February 2017.
- 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 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

2. Third Quarter Completed Procurements

- 2.1 The activity supported by the Council's procurement team during the third quarter October 2022 to December 2022 is summarised below:

Third Quarter	High Value (> £181,000)	Low Value (< £181,000)	Total
SMDC Only	0	2	2
JOINT (SM/HP)	2	5	7
TOTAL			9

- 2.2 Annex A provides details of the 9 procurements exercises reviewed and completed during Quarter three.

3.0 2022/23 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 2022/23.

2022/23 Activity	High Value (> 181,000k)	Low Value (< £181,000k)	Total
SMDC	4	21	25
JOINT (SM/HP)	4	24	28
TOTAL			53

In addition to the above, there are a further **85** 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 2022/23 includes:-

- Facilities Management (Joint venture delivery model) - completed
- Cornhill West Industrial Units Project (Subject to Approval)
- Leisure Transformation programme
- Levelling Up Funded projects – subject to application outcome

Transforming Public Procurement Reforms

3.3 The Procurement Bill, which will reform the existing Public Sector Procurement Rules, is now 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 is scheduled to receive Royal Assent in Spring 2023 which will then initiate a lead in six month comprehensive learning and development programme for public sector Contracting Authorities. Further information will be prepared and presented as a separate Information Digest report as the Bill progresses through the next stages in quarter four.

4. Procurement Performance

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

4.2 Performance for the third quarter is highlighted below:-

Performance Indicator	Target	Performance at 31 December 2022
% of Alliance Procurement Activity on Forward Plan	70%	41%
Annual contract spend as % of gross expenditure budget	94%	94%
Supplier (Creditor) spend within the local area as a % of total spend	6%	6.5%
% of Contracts awarded to local suppliers following submission of EOI (over £5,000)	Contextual	Contextual

Off track On Forward Plan PI commentary:

4.3 Recorded 'on plan' activity has decreased due to a number of influences over the first two quarters of 2022/23. Exercises that have been completed off plan include sourcing activity in relation to Central Government funding applications, special events and projects that have required support in various professions which could not be delivered in-house and were time critical, all have contributed to the off plan activity count as they were not fully communicated to include on the forward plan ahead of the sourcing activity.

4.4 Although a selection of the exercises could not have been anticipated in advance, Procurement are now reviewing with all Heads of service the off plan activity recorded during the first two quarters and looking ahead to Q4 to record all known activity with procurement ahead of requirements in order to improve the on plan activity reporting. Further training and guidance on the procurement procedure rules will be rolled out over the remainder of the year.

ANNEX A

Third Quarter Procurement Activity Completed - SMDC

Contract Title	Brief contract description	Recurring or One Off	Service Area	Procedure	Award Detail	Term Duration	Total Contract Value £
Arboricultural Services	Wetley Moor Invasive Tree shrub clearance	One off	Service Commissioning	Further competition under existing Framework	N & J Tree Services Ltd	One off	8,380
PPA Cheadle Road Upper Tean Keepmoat Homes	Assessment of planning application. Delivery of committee report, draft decision, negotiation, Section 106	One off	Development Control	RFQ	Urban Imprints	One off	6,363

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

Contract Title	Brief contract description	Recurring or One Off	Service Area	Procedure	Award Detail	Term / Duration YRS	Total Contract Value £
OD Strategy & Development Programme Support	ConsultancySupport	Recurring	Transformation	Direct award Framework	Camburg Collective Ltd	2 + (1+1)	450,000
Digital Transformation Strategy Support	ConsultancySupport	Recurring	Transformation	Direct award Framework	Socitm Advisory Ltd	2	255,902
Telecoms - Mobile phones	Supply new mobile phones and contracted voice /data	Recurring	Transformation	Direct award Framework	Daisy Communications Ltd	1 + (1+1)	72,504
Payroll Services	Services contract	Recurring	Finance	SLA – Public to Public Contract	Stoke on Trent City Council	3	56,778
Local Council Tax Reduction	ConsultancySupport	One off	Revenues	Single Source exemption	ACS Consultancy	1	14,595
Grant finder Software	Software – bolt on existing contract	One off	Communities	Contract variation	Grant Finder (IDOX) Software	1	8,000
Move More strategy	Consultancyto support development of Move More Strategy	One off	Service Commissioning	Open RFQ	Power Box Creative	10 wks	6,800