



**2023/24**

**Second 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 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 i.e. to support local, achieve community benefits and support our climate change actions.

## 2. Second Quarter Completed Procurements

2.1 The activity supported by the Council's procurement team for the second quarter 01 July 2023 to 30 September 2023 is summarised below:

Second Quarter	High Value (> £181,000)	Low Value (< £181,000)	Total
HPBC Only		3	3
JOINT (SMHP)		8	8
<b>TOTAL</b>			<b>11</b>

2.2 Annex A provides details of the 13 procurement exercises completed during Quarter two.

## 3. 2023/24 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) remaining and scheduled for either completion or starting in 2023/24.

2023/24 Activity	High Value (> 181,000k)	Low Value (< £181,000k)	Total
HPBC	4	12	16
JOINT (SMHP)	7	27	34
<b>TOTAL</b>			<b>50</b>

In addition to the above, there are a further 103 listed (recurring contracts and possible project requiring procurement) items 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 support and delivery in 2023/24 includes:

- Leisure Transformation programme support
- UK Shared Prosperity Fund programme support
- Glossop Markets & Creative / Business space Operator Concession
- Future High streets –Revitalising Buxton (Consultancy / Development Partner)
- EFG Greener homes HUG2 Decarbonisation (off Grid) funding
- 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 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; and
- 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 imminently which will then initiate a lead in six month comprehensive learning and development programme for public sector Contracting Authorities co-ordinated by the Cabinet Office. Further information will be prepared and presented as a separate Information Digest report as the Bill progresses through the next stages.

## 4. Procurement Performance

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

4.2 Performance for the second quarter is highlighted below:

Performance Indicator	Target	Performance at 30 September 2023
% of Alliance Procurement Activity on Forward Plan	70%	66%
Annual contract spend as % of gross expenditure budget	2% improvement to 22/23 (94%)	92%
Performance at 31/03/2023 (Annual)		
Supplier (Creditor) spend within the local area as a % of total spend	8% (2022/23)	7.5% (2022/23)
% of Contracts awarded to local suppliers following submission of EOI (over £5,000)	Contextual	26% (2022/23)

### Second Quarter Procurement Activity Completed – HPBC

Contract Title	Brief contract description	Recurring or One Off	Service Area	Procedure	Award Detail	Term / Duration	Total Contract Value £
Vehicle tracking system licences	Carelink Vehicles – system licences	Recurring	OD & Transformation	Direct award	Total Mobile	1 yr	15,000
Purchase of replacement Quad Bike	AES operations fleet/ equipment (Capital purchase)	One Off	Service Commissioning	Call off Framework	Vale UK	n/a	12,416
Estate Surveyor services	Right to buy Valuations	Recurring	Assets	Single source (Direct Award)	Valuation	3 months	5,000

### Second 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 £
Temporary Agency – Assets	Interim strategic housing officer (HRA)	One Off	OD & Transformation / Assets	Single Source (Direct Award)	Michael Page	6 months	83,564
Intranet new platform and workflows (MS365)	Development and implementation of new Intranet environment (including Procurement workflow pilot)	One Off	OD & Transformation	Framework Further Competition	Invotra Consulting t/a Invuse	7 months	64,452
Temporary Consultancy – Regeneration	Regen Interim appointment: Principal regen officer	One Off	Regeneration	Single Source (Direct Award)	PCN Regeneration Ltd	6 months	36,000
Media Consultancy Services	Professional Creative video, photography and media content – covering major project developments across HP and SM	One Off	OD & Transformation (communication)	Single Source (Direct Award)	Blanc-Creative Ltd	18 months	25,000
Plant Equipment hire	Generator Retainer Retaining fee for a back up generator – emergency planning contingency in the event of power outages	Recurring	Assets	RFQ	Aggrekko	3 yrs	22,000

Contract Title	Brief contract description	Recurring or One Off	Service Area	Procedure	Award Detail	Term / Duration	Total Contract Value £
Network PEN. testing	IT Services support – Security testing	Recurring	Transformation / NEC	RFQ	MTI Technology	3 yrs	7,706
HBAP Work Book Audit	External Audit services – HB workbooks	Recurring	Revenues and Benefits	Single Source (Direct Award)	S D Rawson Services	Rolling / annual	7,200
Arboricultural Services – Tree surveys	Tree assessment surveys (High risk)	One Off	Development Control	RFQ	Galley Tree Consultancy Jon Coe Tree Consultants	3 months	6,000