

|  |                               |
|--|-------------------------------|
| <b>Committee(s):</b> Policy, Resources and Economic Development  | <b>Date:</b> 24 November 2021 |
| <b>Subject:</b> Procurement Strategy   | <b>Wards Affected:</b> All    |
| <b>Report of:</b> Amanda Julian, Corporate Director (Law & Governance) and Monitoring Officer  | <b>Public</b>                 |
| <b>Report Author/s:</b><br>Name: Jane Mitchell – Senior Procurement Officer<br>Telephone: 07809 105488<br>E-mail: jane.mitchell@brentwood.gov.uk | <b>For Decision</b>           |

### Summary

This report asks Members to approve the Council's Procurement Strategy (the Strategy) for 2020 to 2025.

### Recommendation(s)

**Members are asked to:**

- R1. Approve the Procurement Strategy for 2020-2025.**
- R2. Delegate authority to the Monitoring Officer to make amendments if required.**

### Main Report

1. The Strategy was written in 2020 to support the Council's Corporate Strategy, and to heighten awareness of procurement's role in delivering the Council's five key priorities for the Borough.
2. The Strategy is written around the procurement cycle, which emphasises the importance of forward planning, as well as ongoing contract and relationship management. This focus on processes before and after any tender exercise helps in meeting needs by designing suitable specifications and paves the way for mutually beneficial relationships with contractors.
3. The current economic climate is constantly presenting challenges to officers responsible for undertaking and managing significant procurement exercises. There is a need to think differently and develop new ideas and strategies in all stages of the commercial cycle to increase efficiently and maximise value.
4. The new Strategy shows how each stage of the procurement cycle is dependent on the one before. Having a clear and unambiguous statement of

requirement at the very beginning can create a foundation on which can be built a robust process, leading to optimum outcomes and value for money.

5. The Strategy also heightens awareness of the need for obtaining social value; this means not only supporting our residents and businesses but addressing the current environmental concerns such as use of single use plastics and global warming.
6. To support the Strategy on an operational level, further contract management training is planned for all staff involved in the day-to-day delivery of contract and supplier relationship management.
7. Effective procurement practice is essential to the Council's financial standing and reputation.
8. The Strategy will give the Council one central strategic direction that can be communicated to all staff.
9. While written to support Brentwood's Corporate Strategy, the Strategy does align with some key points of two recent Government publications:
  - a) Post Brexit Green Paper "Transforming Public Procurement": if enacted into law this will require all purchasing authorities to publish their procurement pipelines, and the new Strategy will prepare us for this by emphasising forward-thinking and detailed work on preparing for tender exercises; and
  - b) National Procurement Policy Statement: this has three key priorities; Social Value, Commercial and procurement delivery, and skills and capability. Brentwood's new Strategy aligns with much of this --- it demands that social value be given a higher presence within specifications and tender exercises, while making our business available to the local suppliers and asking bidders to support the local economy, as well as making provision for contract management for all staff and the use of consultants when appropriate and beneficial to our needs.

## **Implications**

### **Financial Implications**

**Name/Title: Jacqueline Van Mellaerts, Corporate Director (Finance & Resources)**  
**Tel/Email: 01277 312500/jacqueline.vanmellaerts@brentwood.gov.uk**

10. There are no direct financial implications with this report, however the Strategy will ensure that the Council demonstrates value for money across the Council, while meeting our effective and efficient corporate objectives.

### **Legal Implications**

**Name & Title: Amanda Julian, Corporate Director (Law & Governance) and Monitoring Officer**

**Tel & Email: 01277 312705/amanda.julian@brentwood.gov.uk**

11. The Council has a legal duty to abide by the Public Procurement Notices and the Public Procurement Rules. By adopting the Strategy, the Council will have a corporate strategy that assists with compliance. The Strategy will enable forward planning and transparency in decision making, which will assist in mitigating any challenges to any procurement exercise undertaken by the Council.

### **Economic Implications**

**Name/Title: Phil Drane, Corporate Director (Planning and Economy)**

**Tel/Email: 01277 312610/philip.drane@brentwood.gov.uk**

12. Whilst there are no direct economic implications, it is vital that the Council has an up-to-date Procurement Strategy that considers issues such as social value, environmental concerns, and local connection. An effective procurement practice is essential to the Council's financial standing and reputation, which by extension has a impact on the local economy. The new Procurement Strategy is consistent with the Corporate Strategy, which includes a priority to grow the economy.

### **Equality and Diversity Implications**

**Name/Title: Kim Anderson, Corporate Manager Communities Leisure and Health**

**Tel/Email: 01277 312634/kim.anderson@brentwood.gov.uk**

13. The Public Sector Equality Duty applies to the Council when it makes decisions. The duty requires us to have regard to the need to:
  - a) Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act. In summary, the Act makes discrimination etc. on the grounds of a protected characteristic unlawful
  - b) Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - c) Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.

14. The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, marriage and civil partnership, race, religion or belief, gender, and sexual orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for b) or c) although it is relevant for a).
15. The proposals in this report will not have a disproportionately adverse impact on any people with a particular characteristic.

**Other Implications** (where significant) – i.e. Health and Safety, Asset Management, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

None

### **Background Papers**

None

### **Appendices to this report**

- Appendix A: Procurement Strategy 2020 - 2025