

# **Report to Constitution Working Group**

**Date of meeting: 2 September 2021**

**Portfolio: Environmental and Technical Services  
(Councillor N Avey)**

**Subject: Covid-19 Development Projects – Local Business  
Suppliers / Procurement Strategy and Rules**



**Epping Forest  
District Council**

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## **Recommendations/Decisions Required:**

- (1) That the Working Group note the updated Procurement Strategy for 2021 – 2026;**
- (2) That the Working Group consider the updated Procurement Rules of January 2021; and**
- (3) That, subject to recommendation (2) above, a report be made to Council recommending the incorporation of the updated Procurement Rules of January 2021 within the Constitution.**

## **Report:**

1. The attached Cabinet Report (ref: C-045-2020/21) was submitted to Cabinet on 3 December 2020 when Cabinet agreed the updated Procurement Strategy for 2021 – 2026 and the updated Procurement Rules of January 2021, which have been effective since 1 January 2021.

2. The current Procurement Strategy needed to be renewed from January 2021, which required an updated version. The strategy has been updated to reflect how Procurement can support the delivery of the Council's Corporate Objectives and Covid-19 recovery plan. The updated Procurement Strategy 2021 – 2026 is provided for information only, as part of this Cabinet report, which the Working Group is asked to note.

3. The Procurement Rules, which had been in effect since April 2018, required an update to support the Council's new Procurement Strategy. This is to ensure that the rules are aligned with the Strategy and to help the Council achieve its objectives. The Council is making changes to its approach to procurement, to recognise the broader economic and well-being impact of existing local businesses and attract new businesses to the District.

4. Subject to the consideration of Procurement Rules of January 2021, the Working Group is asked to make a recommendation to Council for approval, as this documentation needs to be incorporated within the Constitution.

## **Resource Implications:**

To put a clear strategy and rules in place to enable Procurement to contribute towards the Council's objectives.

## **Legal and Governance Implications:**

The recommendations of this report seek to ensure that the Council's Constitution remains fit for purpose.

### **Safer, Cleaner, Greener Implications:**

Climate change and sustainability are big drivers for the updating of the Strategy and Rules, and we are seeking to include Sustainability criteria wherever possible for our future procurement exercises to ensure our suppliers are operating sustainably and environmentally friendly.

### **Consultation Undertaken:**

Cabinet 3 December 2020 agreed the updated Procurement Strategy for 2021 – 2026. Prior to Cabinet this included – Procurement and Contract Development Team, Contracts Working Party, Accountancy, Climate Change Officer, Economic Development Specialist Officer and the Leadership Team.

### **Background Papers:**

Cabinet Report reference: C-045-2020/21 (03 December 2020)  
Procurement Strategy 2021-2026  
Procurement Rules  
Procurement Checklist  
Social Value Proforma for EFDC

### **Risk Management:**

The Council's Constitution sets out procedures and rules for the operation of its functions and responsibilities. If procurement is not co-ordinated and controlled, it is unlikely that the Council will achieve value for money.

### **Equality:**

There are no equality implications arising from the recommendations of this report.