

## Action Plan

The Local Government Association’s National Procurement Strategy for Local Government in England 2022 procurement [toolkit](#) provides a useful assessment tool to consider the maturity level of organisation in terms of procurement.

The Council will implement the following actions against key themes between 2026 and 2030:

Area of Focus	Key Theme	Evidence of High Standards	Actions Required	Deadline
1. Engaging Councillors	Governance and Compliance (Strengthening oversight, accountability, and training)	<ul style="list-style-type: none"> <li>- Cabinet oversight of procurement decisions</li> <li>- Assign Cabinet lead responsibility for procurement</li> <li>- Report quarterly to Cabinet and Corporate Overview Group (COG)</li> <li>- Approve an annual Procurement Strategy</li> <li>- Annual report to Governance Scrutiny Group (GSG)</li> <li>- Biennial councillor training</li> </ul>	Procurement Decision Review and updates to Cabinet agenda for decisions above £100k per annum revenue or £250k capital;	From April 2026
			Biennial review of Procurement Strategy to GSG agenda and any recommended changes for Cabinet’s consideration;	Feb/March 2028
			In conjunction with our procurement advisors, an annual performance report to be produced for GSG to include current issues, legislative changes and the performance of our advisors etc	June 2026
2. Engaging Senior Managers	Governance and Compliance (Leadership	<ul style="list-style-type: none"> <li>- Encourage early advice-seeking on procurement</li> <li>- Include procurement as</li> </ul>	Procurement update to be reported to EMT as part of the	June 2026 (Q1)

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	engagement, process improvement, and training)	standing EMT item - Maintain clear procurement strategy - Implement robust processes - Annual training for senior managers	ongoing Performance and finance reporting;  Deliver annual training at the Council's Leadership Forum;  Maintain and review procurement strategy biennially, reported to GSG (as above).	July 2026   Feb/March 2028
<b>3. Working with Partners</b>	Continuous Improvement & Supplier Engagement and Market Shaping (Collaboration, partnership, and shared learning)	- Foster collaboration and team-based approach - Conduct joint budgeting and service planning sessions	NCC procurement and RBC Economic Development team liaising with Chamber of Commerce etc, supplier engagement event (one per annum)	TBC
<b>4. Engaging Strategic Suppliers</b>	Supplier Engagement & Market Shaping and Contract Management & Cyber Security (Supplier relationships, performance management, transparency)	- Actively manage performance, cost, risk, and innovation - Collect, share, and analyse supplier data - Define Council's role in supplier relationships - Publish procurement pipeline - Host supplier engagement events	Maintain procurement pipeline, publish contract register etc;  Host at least one supplier engagement event (NCC);	Ongoing  October 2026
<b>5. Creating Commercial Opportunities</b>	Continuous Improvement & Efficient Services	- Set and monitor income and expenditure targets - Conduct options appraisals	Establish income and expenditure targets during budget planning that align with	October 2026, and annually as

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	(Innovation, commercial focus, performance monitoring)	<ul style="list-style-type: none"> <li>- Encourage innovation in service delivery</li> <li>- Report performance and implement continuous improvement</li> </ul>	contractual obligations and performance expectations	part of budget setting
<b>6. Managing Contracts &amp; Relationships</b>	Contract Management & Cyber Security (Contract oversight, risk management, standardisation)	<ul style="list-style-type: none"> <li>- Monitor cost, performance, and risk</li> <li>- Embed contract management process</li> <li>- Maintain contracts register</li> <li>- Use standardised documents (available on the intranet)</li> <li>- Provide contract management training</li> </ul>	Continue with contract management guidance through NCC and the Leadership forum;	September 2026
			Issue quarterly reminders to staff to update the contracts register in compliance with the Constitution	June 2026
			Conduct an annual review of standardised documents	April 2027
<b>7. Managing Strategic Risk</b>	Governance & Compliance and Contract Management & Cyber Security (Risk management, compliance, resilience)	<ul style="list-style-type: none"> <li>- Address external, financial, and operational risks</li> <li>- Maintain risk policy and strategy (Standing item on Risk Management Group)</li> <li>- Identify high-risk suppliers</li> <li>- Implement fraud detection</li> <li>- Ensure supply chain visibility</li> <li>- Monitor GDPR and Modern Slavery compliance</li> <li>- Develop contingency plans</li> </ul>	<p>Identify high risk suppliers; Update corporate risk register to record checks that have been undertaken</p> <p>Verify that contingency plans exist for all contracts classified as high-risk (e.g. criteria such as handles sensitive data or operates in regulated areas)</p>	<p>September 2026</p> <p>September 2026</p>

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		(part of departmental contingency planning)		
<b>8. Creating Social Value</b>	Social Value (Community benefit, policy, measurement, reporting)	<ul style="list-style-type: none"> <li>- Integrate social value requirements</li> <li>- Set performance indicators</li> <li>- Embed commitments in contracts</li> <li>- Apply weightings during evaluation</li> <li>- Monitor and report outcomes</li> </ul>	Integrate social value requirements into tender assessment (NCC);	August 2026
			Apply evaluation weightings agreed with relevant manager(RBC and NCC);	September 2026
			Report outcomes annually against agreed KPIs to GSG as part of the annual report.	September 2026
<b>9. SME and VCSE Engagement</b>	Supplier Engagement & Market Shaping and Equality, Accessibility, and Inclusion (Inclusive procurement, market access)	<ul style="list-style-type: none"> <li>- Support SME/VCSE participation</li> <li>- Simplify processes</li> <li>- Adapt approaches for smaller suppliers</li> <li>- Monitor treatment in prime contracts</li> </ul>	Work with NCC to simplify and adapt approaches to encourage smaller suppliers to participate in procurement opportunities;	September 2026
			Monitor inclusion of SME and local supply chains in prime contracts and report annually to GSG	June 2026