

Swansea Bay City Region City Deal – Procurement Principles
Project Guidance
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Commercial Case section

sample text

x.x Swansea Bay City Deal Procurement Principles

The Swansea Bay City Deal (SBCD) Procurement Principles have been put in place for project teams that are developing and delivering projects as part of the Swansea Bay City Deal.

The Principles set out how the SBCD expects project teams to take a fresh look at the way works, goods and services are specified and procured so that the maximum economic, social and environmental benefit to the region can be achieved from the process. The Principles look beyond the initial construction phase and also apply to the operational service of the assets when built.

How this project has considered and will apply these Principles is summarised below and explained further in APPENDIX **XX**.

The 5 Procurement Principles have been addressed as follows:

1. Be Innovative
2. Have an open, fair and legally compliant procurement process
3. Maximise Community Benefits from each contract
4. Use Ethical Employment Practices
5. Promote the City Deal

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APPENDIX XX Application of the SBCD Procurement Principles

The XXX Project has considered and applied the SBCD Procurement Principles as follows:

Principle 1 – To Be innovative

Addressing the social and economic needs of the Swansea Bay City Region, including declarations of Climate Emergency, will require new ways of working and this includes procurement. Adopting an innovative approach to how things are specified and procured, will maximise the long-term benefits that can be achieved through the procurement process.

a - Procurement approach

Explain how the project has:

Explored how specifications and procurement approaches can help to achieve the long-term benefits of the WCFG Act and meet the requirements of Net Zero Carbon balance.
Considered the benefits of making the reduction of carbon footprint a high priority when specifying goods and services and when appointing suppliers.
Shared examples of good practice and alternative ways of collaborative working with others.

b - Procured goods and services

Explain how the project:

Has considered if there are alternatives to buying new that could offer improved outcomes.
Will seek Carbon Offset solutions from Tier 1 suppliers.

c – Collaborative purchasing

Explain how the project has:

Considered collaborative purchasing with other projects across the portfolio.

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Principle 2 – To have an open, fair and legally compliant procurement process

a) Advance contract notification

Industry has told us that effective communication and early market engagement is imperative so that suppliers and the wider supply chain have advanced notification of future tender opportunities. Early notification and supply chain engagement is a key part of this.

Explain how the project will:

Publicise procurements and use the City Deal project page on Sell 2 Wales to promote City Deal procurement opportunities and events.

Please give details of your procurement timetable, anticipated dates, value of lots, approach taken and framework (if to be used).

b) Wherever possible and appropriate, high-value contracts should be broken down into smaller deliverable components.

Explain how the project has:

Considered breaking down large, high value contracts into smaller deliverable components and will use lotting strategies where existing frameworks allow (if being used).

Principle 3 – To Maximise Community Benefits from each contract

Where appropriate, pursuing Community Benefits as **Core** requirements in major procurement exercises, will contribute to the social, economic and environmental well-being of the wider communities in the region.

Explain how the project:

Has assessed local needs and how it will use procurement to support initiatives that address those issues.

Has developed and will deliver an appropriate community benefits package.

a) Targeted Recruitment and Training

Explain how the project:

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Has set targeted recruitment and training (TR&T) objectives
Will actively engage with the Skills and Training Initiative
Will collaborate with shared apprentice schemes such as Cyfle, regional colleges and regionally based training organisations to ensure that the skills are developed and retained locally.
Will work with initiatives such as Workways + and Communities for Work.

b) Commit to supporting the wider regional supply chain

Explain how the project:

Will ensure that first tier suppliers make a contractual commitment to involving the regional supply chain where possible.
Has considered the conditions for sub-contracting in a way that supports regionally based suppliers, consortia tendering, the local supply chain
Has considered how to maximise the use of local materials (in particular, steel).

c) Education, Community and Environmental Initiatives

Procurements should achieve increased educational contributions, environmental benefits and/or community initiatives. This is usually delivered under Corporate Social Responsibility

Explain how the project:

Will encourage suppliers to work closely with local education establishments to provide added value benefits, especially in curriculum and STEM initiatives.
Will encourage suppliers to work with groups or organisations that are supported by the local authorities e.g. armed forces charter, over 50's forum, equalities groups etc..
Will achieve additional benefits that address the Climate Emergency and that work toward Net Carbon Zero targets.

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Principle 4 – To Use Ethical Employment practices

The Welsh Government 'Ethical Employment in Supply Chains' Code of Practice was published in 2017. The Government expects all public sector bodies to sign up to the code and the wider public sector supply chain to adopt it.

a) All projects to adopt the code

Explain how

Tier 1 suppliers will be encouraged to sign up to the Ethical Employment in Supply Chains code of conduct if they have not already done so.

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b) Fair and prompt payment through the supply chain

It is important to ensure a reliable cash flow through supply chains to reduce the risk of supply chain failure. This will enable more rapid circulation of money through the economy and the local community.

Explain how

The project will ensure a reliable cash flow through the supply chain and apply the use of Project Bank Accounts (PBA's).

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Principle 5 – To Promote the Swansea Bay City Deal

As the City Deal Portfolio gains momentum, the need to generate interest and positive awareness of the City Deal projects increases. It is important that the SBCD is promoted at every opportunity.

Explain how

The project will promote the City Deal through its procurement activities

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