

Impact Assessment - First Stage

1. Details of the initiative

Initiative description and summary: Neath Port Talbot Council Procurement Strategy
Service Area: Legal and Democratic Services
Directorate: Strategy and Corporate Services

2. Does the initiative affect:

	Yes	No
Service users		X
Staff	X	
Wider community	X	
Internal administrative process only	X	

3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		X				When conducting its procurement activities, the council must ensure that it meets its legal obligations under the Equality Act 2010 and associated Public Sector Equality Duty in a way that is consistent with procurement law.
Disability		X				
Gender Reassignment		X				

Marriage/Civil Partnership		X				<p>The Equality Act 2010 brings together and replaces previous anti-discrimination laws with a single Act that provides protection for people that share the protected characteristics of age, disability, gender reassignment, pregnancy and maternity, sex, sexual orientation, race – including ethnic or national origin, colour or nationality and religion or belief – including lack of belief.</p> <p>The Equality Act 2010 also includes a public sector equality duty (the ‘general duty’) which requires public bodies to have due regard to:</p> <ul style="list-style-type: none"> • eliminating unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act; • advance equality of opportunity between people who share a relevant protected characteristic and those who do not • foster good relations between people who share a protected characteristic and those who do not <p>The Equality Act 2010 introduces a socio economic duty on public bodies that requires them: “when making decisions of a strategic nature about how to exercise its functions” to “have due regard to the desirability of exercising them in a way that is designed to reduce the inequalities of outcome which result from socio-economic disadvantage</p> <p>When procuring works, goods or services from other organisations under a relevant agreement, the Council must give due regard to whether it would be appropriate:</p> <ul style="list-style-type: none"> • for the selection and award criteria for that contract to include considerations to help meet the general duty • to stipulate conditions relating to the performance of the contract to help meet the three aims of the general
Pregnancy/Maternity		X				
Race		X				
Religion/Belief		X				
Sex		X				
Sexual orientation		X				

						<p>duty the Council is required to pay 'due regard' at all stages of the procurement process to the need to advance equality, from the design and planning of specifications, advertising, evaluation of submissions and to monitoring and enforcing contracts.</p> <p>The design and planning of specifications plays a crucial part in determining how promotion of equality may be built into an individual procurement project.</p> <p>This will shape the equality content of the specification and/or contract conditions and will influence the weight given to equality considerations in selecting tenderers and in tender evaluation. During the monitoring of a contract, the Council will act promptly if it becomes aware of poor or non-performance regarding the equality requirements of a contract, and will also make appropriate arrangements to promote knowledge and understanding of the general and specific duties for suppliers amongst their employees.</p>
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4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		X				<p>The Council is progressive in our compliance with the Welsh Language (Wales) Measure 2011, which is enacted in Wales under the Welsh Language Standards (No. 1) Regulations 2015.</p> <p>The Council has a duty to consider the Welsh language when it is contracting services, buying products, IT systems or assets. In Wales, public sector bodies have legal obligations in relation to Welsh Language regulations; these must be considered in the</p>
Treating the Welsh language no less favourably than English		X				

						<p>following stages of the procurement or commissioning process and the Council adopts a proportionate approach to this:</p> <ul style="list-style-type: none"> • Planning and specification • Selection (pre-qualification) • Award (tender stage) • Contract terms and conditions • Contract management and monitoring <p>Standards 76 - 80 of the Welsh Language Regulations specifically deal with the tendering process of a body that awards contracts and stipulates that should the subject matter suggest or should a participating bidder in the process request, the whole tendering process should be made available in Welsh.</p> <p>In compliance, when needed, the Council will:</p> <ul style="list-style-type: none"> • Make documents available in Welsh • Meetings and correspondence with potential providers undertaken in Welsh • Outcome notifications in Welsh as well as state in Welsh medium invitations that the tendering process is available in Welsh, and that this will not affect a suppliers bid • Ensure closing dates and time-scales for informing tenderers are the same for both Welsh and English • Facilitate interviews with tenderers in Welsh • Issue the decision in Welsh if the tender was submitted in Welsh
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5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
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To maintain and enhance biodiversity		X				Decarbonisation is about minimising greenhouse gas emissions, specifically carbon dioxide (CO2). Switching to sources of renewable energy is how we achieve this reduction.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		X				<p>Renewable sources are sustainably available within the environment. They include the sun, the wind and the movement of water. Examples of renewable and low carbon energy developments include: Wind farms, Combined Heat and Power, Biomass, Hydro Power, and Solar technology.</p> <p>The Council's Decarbonisation and Renewable Energy Strategy (DARE) – Neath Port Talbot Council (npt.gov.uk) commits the Council to a sustainable procurement approach to ensure that the “<i>Council's purchasing procedures reflect broader goals linked to resource efficiency, climate change, social responsibility and economic resilience. Furthermore, this approach has the potential to enable the Council to influence the behaviour of others and raise awareness of their need to consider their sustainable credentials and carbon footprints</i>”. The Council’s Head of Legal and Democratic Services is identified as the corporate lead against sustainable procurement and the annual action: “<i>continue to review procedures/criteria to ensure there are mechanisms in place to assess the longer term impacts of each purchase and/or contract</i>” in the associated action plan.</p> <p>The Economic Recovery Plan highlights four areas for action, all of which have relevance to the development of a local supply chain strategy. Extracts from the plan highlight the following areas:</p> <ul style="list-style-type: none"> • Transformational investment and change: Ensuring continued investment in (and the capacity to deliver) our major strategic sites at Port Talbot Waterfront and Baglan Bay; the key opportunity associated with the Global Centre of Rail Excellence; and the range of long-term – but in some cases emergent – actions to support industrial decarbonisation.

					<ul style="list-style-type: none"> • Regional Economic Framework for South Wales 2021 Mission 1 Establishing South West Wales as a UK leader in renewable energy and the development of a net zero economy <p>The Council aims to maximise the economic, social, health and environmental benefits of decarbonisation through a focus on renewable energy. To do this, we will aim to</p> <ul style="list-style-type: none"> • Reduce the carbon emissions, resulting from delivering the Council's work programme. • Lessen energy consumption and switching to energy sources that are less harmful to the environment. • Overcome barriers to renewable energy and encouraging the use of sustainable and renewable resources. • Manage our natural resources so that carbon sequestration is maximised, and carbon release is minimised. • Work with partners and business, sharing good practice, assets and resources. • Promote the benefits of cleaner energy and emission reduction to Council employees and the people of Neath Port Talbot. • Attract additional funding from Welsh Government and other relevant sources. <p>The Council will adopt a 'Sustainable Procurement' approach. We will meet our needs for goods, services and works in a way that not only achieves value for money, but also ensures that the potential negative impacts on the environment are minimised.</p>
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6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
<p>Long term - how the initiative supports the long term well-being of people</p>	X		<p>It is acknowledged that public sector procurement is a powerful lever in terms of utilising and developing local markets and local supply chains. Multiple reports and inquiries over recent years have highlighted opportunities for change in procurement (Audit Wales, 2017; Assembly Public Accounts Committee Inquiry, 2018; Wales Centre for Public Policy, 2019, Well Being of Future Generations Act Commissioner (2020 and 2021).</p> <p>Procurement is one of the seven corporate areas for change in the Act statutory guidance (Shared Purpose: Shared Future, SPSF 1: Core Guidance) and the Commissioner states that it must be a key area of focus for public bodies in meeting their obligations under the Act.</p> <p>In addition the reports by the Future Generations Commissioner, The Future Generations Report (Spotlight on Procurement, 2020) and Procuring Well-being in Wales (2021), in particular, draw together some of the previous research and findings undertaken in Wales. In the report Procuring Well-being in Wales, it states that:</p> <p><i>“procurement is an important function/lever in meeting corporate (well-being) objectives and to maximise the social, economic, environmental and cultural impact of spending decisions”.</i></p> <p>The report also adds that:</p> <p><i>“Procurement will continue to be a facilitator of change and a conduit to collaboration. Building commercial activities that will foster vibrant Welsh supply markets and support sustainable communities through delivery of citizen centric services within the Welsh Public sector”.</i></p> <p>As a result of the above reports and the subsequent approach adopted by Welsh Government, many Public Service Boards (PSBs) and individual Local Authorities, within Wales have started to analyse their spending and review their procurement processes, with a view to looking at developing local supply chains and spending more money locally.</p>

<p>Integration - how the initiative impacts upon our wellbeing objectives</p>	<p>X</p>	<p>The Corporate Plan recognises the impact that Covid 19 had on the local economy, with many local businesses having to close for extended periods of time (some permanently), with workers furloughed and many reliant on government financial support. The Corporate Plan also notes that retail, tourism, hospitality and close contact services were particularly impacted by the pandemic.</p> <p>The Corporate Plan states: <i>“We have seen an expansion of employment in some existing businesses as they diversified to exploit new market opportunities and we have also seen an increase in inward investment interest from companies of varying sizes bringing much welcome new, quality employment opportunities into the county borough”.</i></p> <p>The final sections of the Corporate Plan focus on achieving the Council’s vision and it outlines activities at a strategic, corporate and operational level. The key well-being objectives are:</p> <ul style="list-style-type: none"> • All children get the best start in life. • All communities are thriving and sustainable. • Our local environment, culture and heritage can be enjoyed by future generations. • Local people are skilled and access high quality, green jobs. <p>There are a number of relevant sections/actions detailed within the Corporate Plan, namely:</p> <p><i>Well-being Objective 2: All communities are thriving and sustainable</i> <i>People live healthy, long and good lives in thriving and sustainable communities where people get along together and support one another.</i></p> <p><i>Next 12 months</i> <i>Continue to promote and develop our ‘NPT Buy Local’ initiative, encouraging local people to support their local businesses.</i></p> <p><i>In 5 years</i> <i>Deliver training to council staff so they understand the principles of community development and have the skills and confidence to put those principles into practice.</i></p>
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		<p>Next 12 months <i>Further develop council procurement arrangements to ensure that the money spent by the council supports the employment of local people and the development of local businesses to the maximum extent possible.</i> <i>Strengthen the council's business support team to help local businesses recruit skilled people and to help local learning providers to adapt learning provision to keep pace with the changing needs of employers.</i> <i>Develop an investment programme to enable the expansion of sites and premises across the county borough that can support the development and growth of local businesses.</i> <i>Support local businesses in their recovery, providing financial support when available and helping businesses to diversify so that they are more resilient to future economic shocks.</i> <i>Develop a local investment plan that establishes clear priorities against which we can use the Shared Prosperity Fund.</i> <i>Establish the mechanisms to implement the actions set out in the Local Economic Development Plan.</i></p> <p>In 5 years <i>Work with local businesses to increase access to public service contracts and new inward investment.</i> <i>Strengthen partnership arrangements at the local level to develop the economy ensuring business and communities have a strong voice in shaping future plans.</i> <i>Increase capacity within the economic development, business support and regeneration teams to better position the council to bid for funding and develop the local economy.</i></p> <p>In 20 years <i>There is a strong and diverse SME base in the county borough which benefits from well-coordinated support, premises and finance.</i> <i>There is a strong partnership between the council, the business community, local people and wider stakeholders.</i></p>
<p>Involvement - how people have been involved in developing the initiative</p>	<p>X</p>	<p>To gather the views of key internal stakeholders, we undertook online interviews with from the Local Authority. The staff members were selected by the Corporate Procurement Team. The participants worked for a variety of different</p>

		<p>Departments, and they were all involved in procuring goods and services. The interview questions were agreed with the Corporate Procurement leads.</p> <p>Following on from the spend analysis and the qualitative interviews, facilitated workshops were held with staff .The staff were from different Council Departments and had all taken part in the qualitative interviews.</p> <p>The aim of the workshop was to frame the ambition for Neath Port Talbot, in terms of local spend and included:</p> <ul style="list-style-type: none"> • A review of the purpose of this piece of work • Presentation of the initial findings from the spend analysis and the themes that were emerging from the analysis of the interview data • A review of social value • An overview of strategies for maximising social and economic benefits; including Community Wealth Building and Foundational Economic approaches • A review of the ‘Preston Model’ • The role of supporting social businesses. <p>A supplier survey was also issued to the top 100 suppliers to Neath Port Talbot Council in order to obtain their views on procurement processes in Neath Port Talbot.</p>
<p>Collaboration - how we have worked with other services/organisations to find shared sustainable solutions</p>	<p>X</p>	<p>Collaborative procurement working is nothing new in Wales. Local Government procurement teams have collaborated since the 1970’s and continue to develop new and innovative ways to meet the needs of our organisations in delivering cost effective and efficient contract solutions.</p> <p>Common and repetitive spend in Wales is managed centrally within a Welsh National Contracting Body, which leaves more localised consortia to focus on the bigger issues around social care, highways and infrastructure. The Welsh Government Commercial Delivery (WGCD) team (formerly the National Procurement Service) alongside local government is now leading on frameworks previously under the remit of the NPS. Welsh Government Commercial Delivery is still operating on a category basis</p>

		<p>In the last year, local government has established three regional delivery groups based around the City Deal Regions, being South East Wales Councils, West Wales Councils and Mid & North Wales.</p> <p>The Regional Economic Framework (REF) for South West Wales (2021) also recognises the importance of developing local supply chains. Through the development of the Regional Economic Development Plan (REDP), regional partners have agreed a shared ten-year vision for the south west Wales economy. These new localised purchasing consortia will be able to focus on issues and projects that affect their region, and develop collaborative contracts to meet these needs.</p> <p>We recognise that as budgets contract, new and innovative ways of providing services such as partnering, joint working and collaboration with other public and not for profit organisations need to be examined. The Welsh Government continue to promote alternative delivery models in public service delivery.</p> <p>We acknowledge the value that collaboration has within the public sector in order to maximise economies of scale and our buying power, and to drive efficiencies and innovative solutions. Effective collaboration will reduce duplication of effort, and in turn reduce waste and maximise resource efficiencies.</p>
<p>Prevention - how the initiative will prevent problems occurring or getting worse</p>	<p>X</p>	<p>The specific aims of the Strategy are:</p> <ul style="list-style-type: none"> • To ensure that our procurement activity is undertaken by professionally qualified staff with the aim of compliant, effective procurement. Recruiting, developing and retaining professionally qualified staff will underpin the Councils' ability to address issues and particularly issues of value. • To ensure that our procurement activity supports the aims and aspirations of the Council, as reflected in our Corporate Plan "Recover, Reset, Renew" 2022 – 2027. • To ensure all procurement activity is conducted in a fair, open and transparent manner, allowing all potential suppliers to compete for business. • To ensure that the principles of the Well-being of Future Generations (Wales) Act 2015 are appropriately promoted in all procurement activities. • To ensure that principles of the Wales Procurement Policy Statement are given due regard in all Procurement activities.

		<ul style="list-style-type: none"> • Embracing public procurement transformation and innovation including making procurement accessible for bidders • State how the authority intends to ensure that it will carry out public procurement in a socially responsible way in accordance with section 24(1) of the Social Partnership and Public Procurement (Wales) Bill and meet all legislative requirements. • State how the authority intends to meet its socially responsible procurement objectives when it carries out public procurement in relation to any prescribed contract; • State how the authority intends to make payments due under a contract promptly and, unless this is not reasonably practicable, no later than 30 days after an invoice (or similar claim) is submitted. <p>This Strategy when considered with other Council policies and protocols promotes:</p> <ul style="list-style-type: none"> • adding value • fulfilling our social value priorities through procurement: • creating new businesses, new jobs and new skills • improving supplier diversity, innovation and resilience • tackling climate change and reducing waste • building even greater connections and partnerships locally, across the public sector, with suppliers and the voluntary sector • attracting, developing and retaining talent • exploiting data and technology • effective contract, supplier relationship and supply chain management • embracing public procurement transformation and innovation including making procurement easier for bidders. <p>The delivery of this Strategy will be managed through the delivery plan identified in this Strategy with progress reported on an annual basis. All actions will be cross-referenced to Welsh Government procurement legislation and policy including the Procurement Fitness Check, Wales Procurement Policy Statement, Wales Procurement Policy Notes, Wellbeing of</p>
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			Future Generations Wales Act 2015, UK Procurement Legislation and Code of Practice - Ethical Employment in Supply Chains.
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7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) is not required	X
Reasons for this conclusion	
<p>The Council faces a number of well-documented challenges including our response to the impact of the Covid-19 pandemic on our communities and businesses, our response to the climate emergency and our response to managing ongoing budgetary constraints at a time of increasing demand for services.</p> <p>This Procurement Strategy will embed the principles of the Well-being of Future Generations (Wales) Act 2015 into our processes and ensure our procurement activity plays a positive role in helping the Council achieve its target of becoming a net zero carbon contributor by 2030, meets our public sector quality obligations and ensure compliance with our Welsh Language Standards.</p>	

	Name	Position	Signature	Date
Signed off by	Craig Griffiths	Head of Legal and Democratic Services	C. Griffiths	15 th June 2024