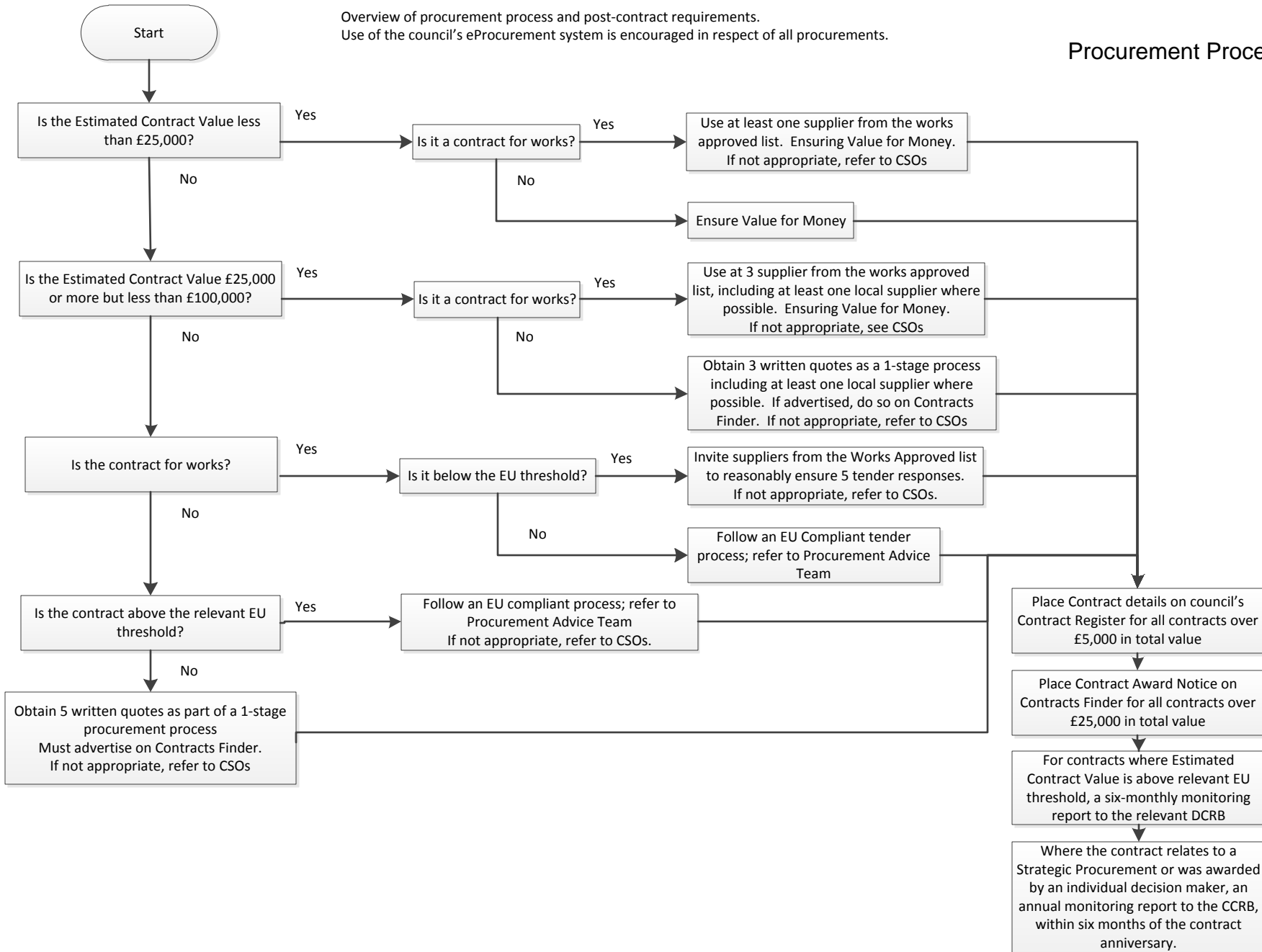


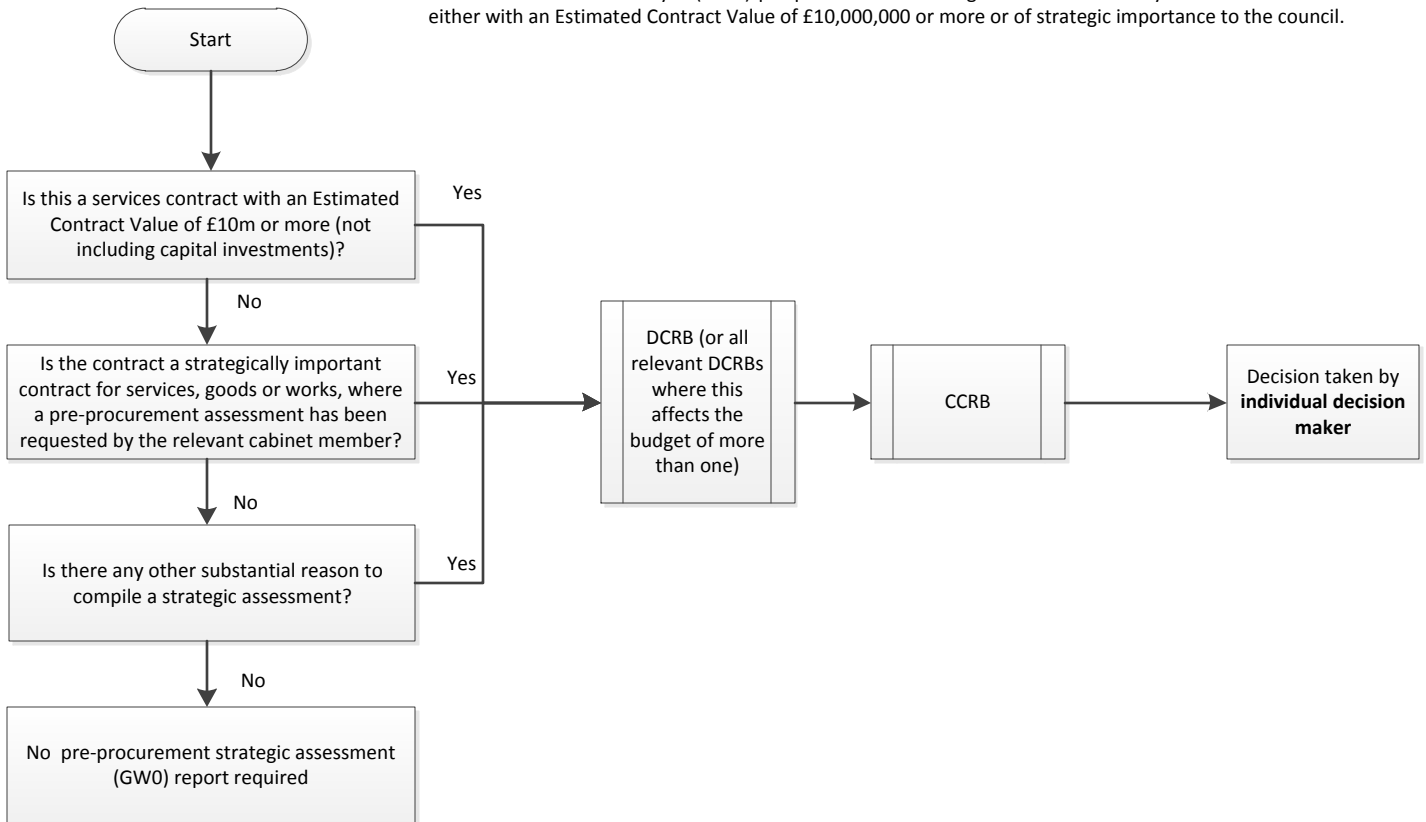
Overview of procurement process and post-contract requirements.  
 Use of the council's eProcurement system is encouraged in respect of all procurements.

## Procurement Process Overview



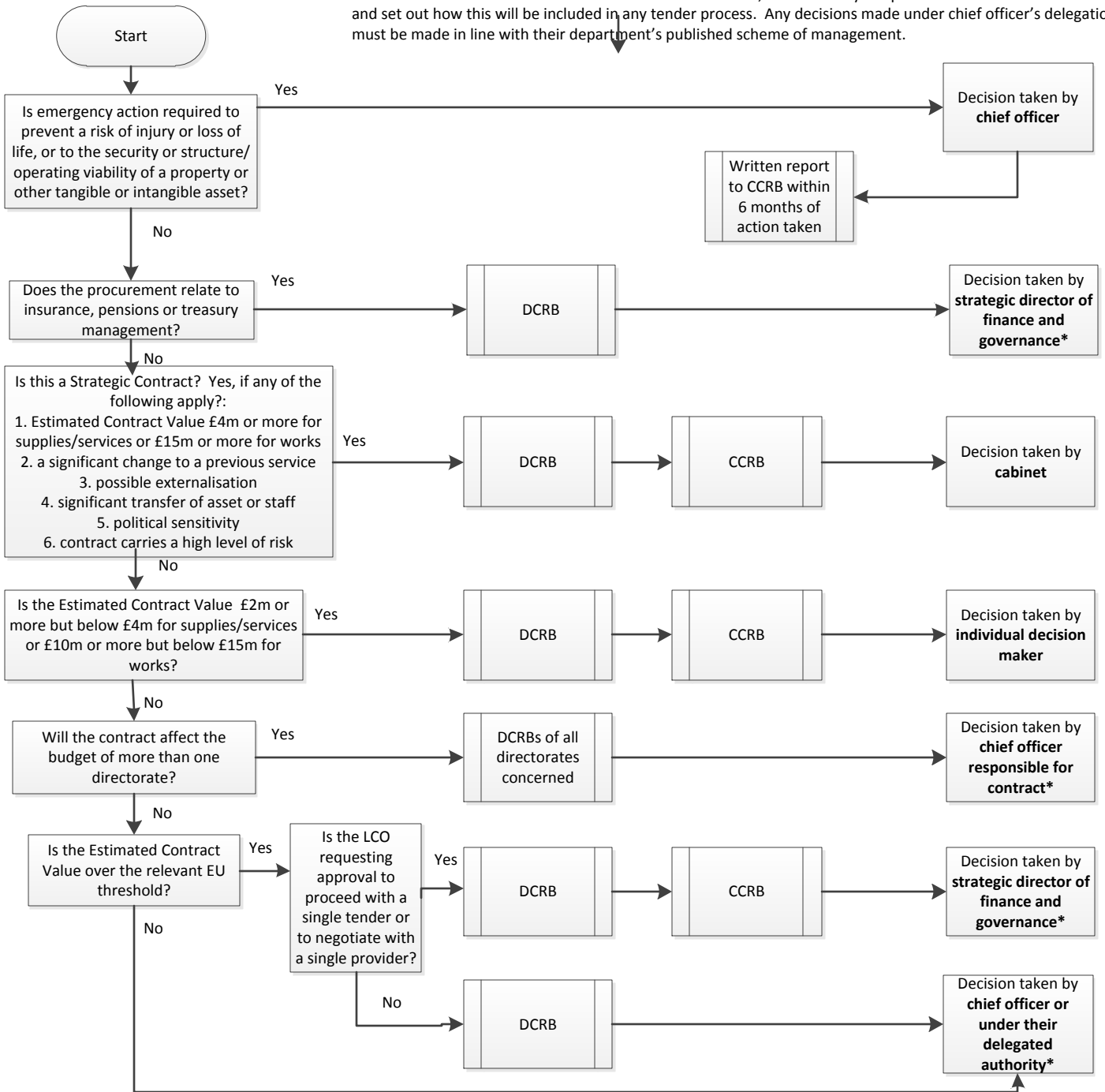
## Decision on Pre-Procurement Strategic Decision (Gateway 0)

A decision on the Gateway 0 (GW0) pre-procurement strategic assessment is only for service contracts either with an Estimated Contract Value of £10,000,000 or more or of strategic importance to the council.



# Decision on Procurement Strategy (Gateway 1)

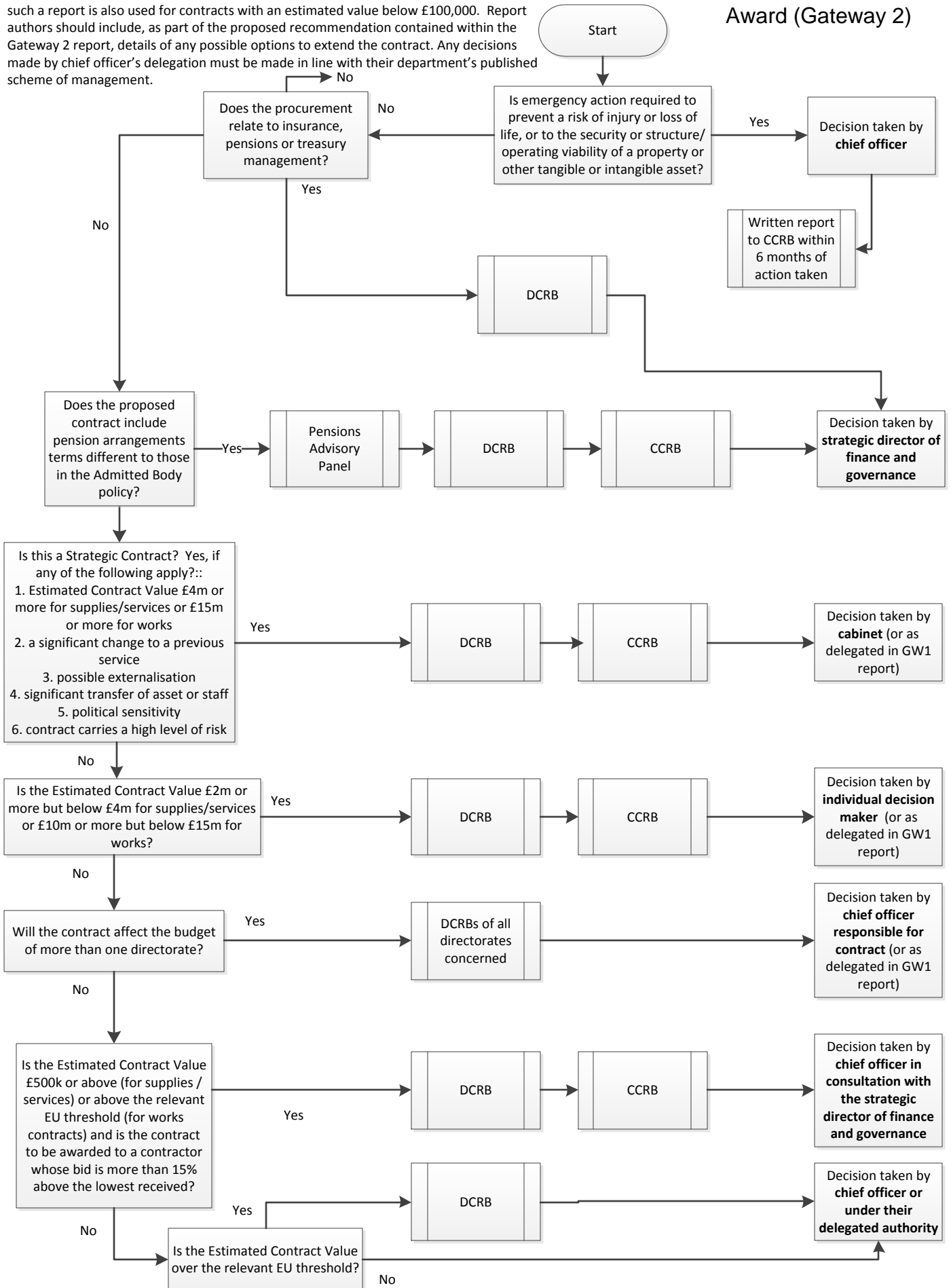
A decision on the procurement strategy to be used on any contract with an Estimated Contract Value of £100,000 or more must only be made after consideration of a Gateway 1 report. It is recommended that such a report is also used for contracts with an estimated value below £100,000. Gateway 1 reports should consider social value and set out how this will be included in any tender process. Any decisions made under chief officer's delegation must be made in line with their department's published scheme of management.



\* All procurement strategies with a value of £100k or more should involve a briefing to the individual decision makers before they are implemented

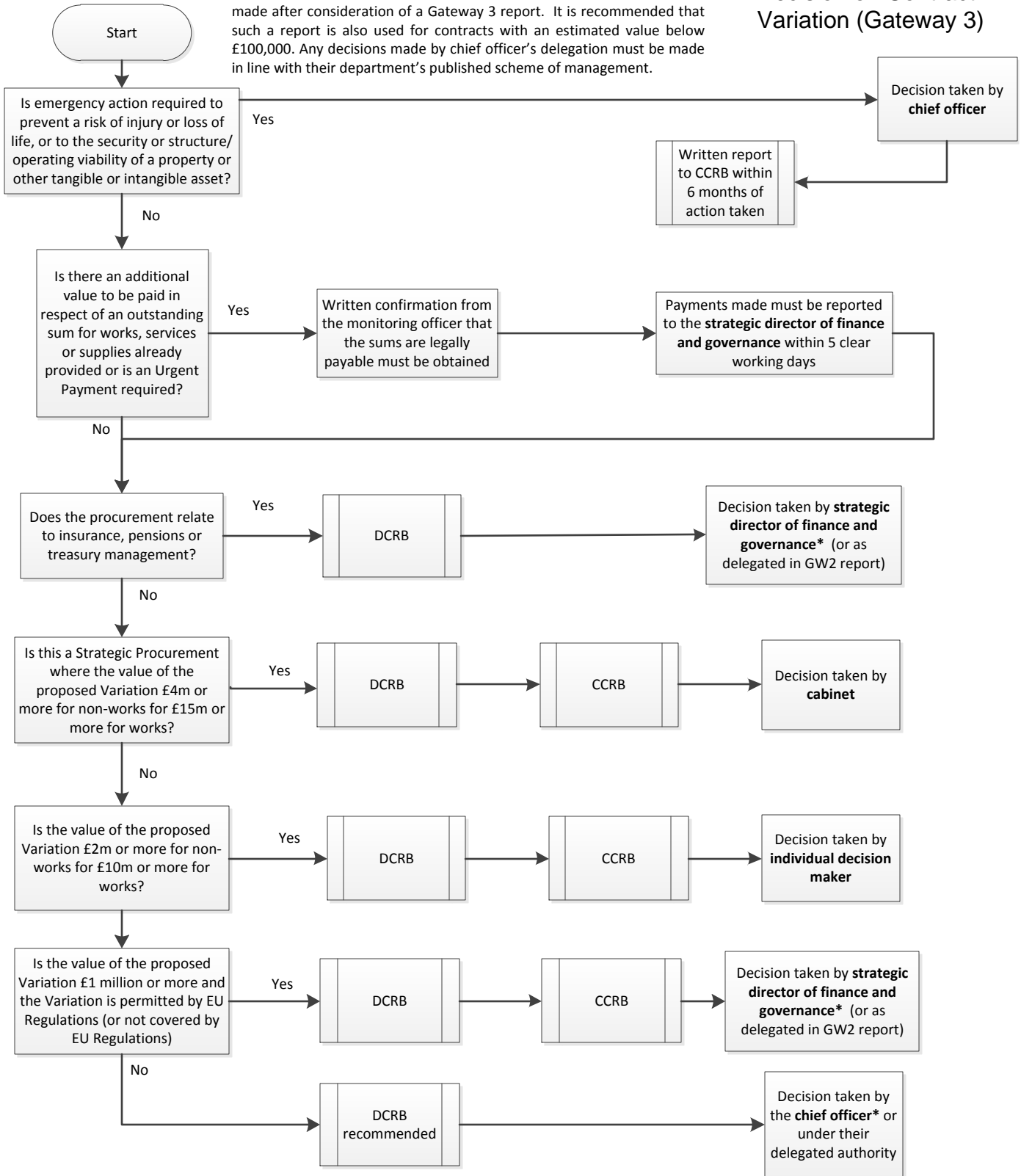
A decision to award any contract with an Estimated Contract Value of £100,000 or more must only be made after consideration of a Gateway 2 report. It is recommended that such a report is also used for contracts with an estimated value below £100,000. Report authors should include, as part of the proposed recommendation contained within the Gateway 2 report, details of any possible options to extend the contract. Any decisions made by chief officer's delegation must be made in line with their department's published scheme of management.

## Decision on Contract Award (Gateway 2)



A decision to allow a contract Variation of £100,000 or more must only be made after consideration of a Gateway 3 report. It is recommended that such a report is also used for contracts with an estimated value below £100,000. Any decisions made by chief officer's delegation must be made in line with their department's published scheme of management.

## Decision on Contract Variation (Gateway 3)



\* All contract Variation decisions with a value of £100k or more should involve a briefing to the individual decision makers before they are implemented. Where a decision on a Variation is made in relation to a contract for works, there will also be a deemed variation of the contract of any consultant engaged in relation to that works contract. This only applies where the consultant is engaged on a fixed percentage of the works contract value. The deemed variation of the consultant's contract will be by the same percentage as that applied to the works contract.