

BACKGROUND

Sustainable procurement is a priority for the Regional Climate Change Forum (RCCF). EELGA has been looking at ways in which it can support its members in delivering better outcomes and promoting good practice, holding a well-attended webinar last November and piloting a new tool called the **Responsible Procurement Diagnostic** at Suffolk County Council at the start of this year. The Diagnostic is an online capability assessment which allows an organisation's key stakeholders to self-assess against 30 responsible procurement Value Codes (the defined critical success factors for responsible procurement). You can read more about it [here](#).

EELGA proposed a regional project to support the RCCFs sustainable procurement aspirations at the RCCF's Lead Officers meeting in September. This was very well received and it was recommended that details should be sent to an extended audience to seek support for a collaborative regional project.

We are inviting councils to participate in this project and invite you to a short briefing to better understand the project, the benefits it will bring to participating councils and to the region as a whole.

PROJECT LAUNCH WEBINAR

You are invited to attend a short briefing to:

- Better understand the Responsible Procurement Diagnostic and see it in action
- Learn about the responsibilities and commitment of participating councils
- Meet the project team
- Understand the outcomes that we expect to achieve
- Ask any questions

There are two briefing options scheduled:

- **Friday, 3rd November, 10-11am**
- **Tuesday 7th November, 3-4pm**

Please email EELGA Talentbank Associate Rowena Ward (rowena.ward@sps-consultancy) to confirm your attendance at one of these events or click [here](#) for an online form. You are welcome to share the invitation with colleagues.

PROJECT OVERVIEW

We plan to use the **Responsible Procurement Diagnostic** to:

- Better understand how our councils are currently performing in this important area
- Gain a common perspective on 'what good looks like' for the Region
- Identify the actions required individually and collectively to deliver the RCCF aspiration
- Assist our councils in identifying how they are performing with sustainable procurement and identify where they can take local actions

As a part of the Project, we will:

- Develop a common view and language for the scope of responsible procurement across the East of England
- Gain a regional perspective of *where we are now* in relation to the UN sustainability goals
- Discover how well we are positioned to embrace responsible procurement
- Identify examples of good practice and innovation in the region
- Understand and benefit from differences between upper tier and lower tier authorities
- Engage councils in defining *what good looks like* for the region (at Tier level)
- Produce an evidence-based Action Plan with commitment from the region to work collaboratively to achieve shared goals including identifying opportunities for joint working, commissioning of specialist resources and procurement opportunities.

This will allow us to deliver an important element of the RCCF's sustainable procurement priority activity and outcome as mentioned above

To get a representative view from the region we need as many of you as possible to participate in the Diagnostic. The first 12 to sign-up will be offered a reduced rate (£1,500).

WHY PARTICIPATE?

Participating council results will be used to develop regional action plans for the RCCF. However, there are considerable advantages to the councils themselves as they will be:

- Participating in a project that will help to set the agenda in terms of responsible procurement
- Understanding what constitutes responsible procurement and how it can make a positive difference to outcomes achieved
- Accessing specialist knowledge on sustainability and responsible procurement
- Having cost effective access to the Diagnostic
- Using their results internally to formulate their own priorities and action plans
- Creating a platform for capacity building and knowledge sharing
- Seeing how they're performing in comparison to similar authorities

Participating councils will be expected to:

- Confirm participation by email, followed up with a purchase order for the agreed amount
- Agree to share summary council-level scores by value code with other participating councils, the project team and if appropriate, the Region
- Identify a key officer to lead on communications between the council and the project team to:
 - Promote the ideals and requirements of the project to the rest of the council
 - Identify a minimum of 8 respondents to complete the Diagnostic
 - Encourage respondent participation before and during the Diagnostic live phase

- Become familiar with the Diagnostic dashboard
- Share council specific results with the rest of the council
- Attend a tier-specific workshop to contribute to action planning

PROJECT PARTICIPATION

If you would like to participate, then please email Angela (aurum.business.solutions@gmail.com). The first 12 councils to sign-up will be invoiced £1,500¹ with any further councils invoiced at £2,000. *NB the cost increases to cover additional licenses and project management resource.*

The deadline for sign-up is Friday 15th December.

Please contact Rowena Ward (rowena.ward@sps-consultancy.co.uk) if you would like more information on the project in advance of the webinars.

¹ Reduced from a list price of £5,500