



MABLETHORPE & SUTTON TOWN COUNCIL

Best Value in Procurement – General Guidance

'Procurement' is the process the Town Council follows when purchasing works, goods or services for the community, within the Parish.

This term applies to all aspects of the purchasing process, from the identification of a need to purchase or a request to purchase, to the end of the contract or useful life of the item(s) or service provision.

Procurement activities include buying decisions and include (but not limited to) contract creation and appraisal, tendering and 'purchase to pay' ¹ processes.

The Town Council has a duty to work with suppliers and contractors to deliver cost effective services to its residents which achieve best value; however best value **does not** mean the cheapest.

The Town Council has a duty to work with suppliers and contractors to deliver cost effective services to our residents which achieve best value and must work within legislation using procurement processes that are open to scrutiny and deliver Best Value.

Best Value proposes:

- choosing a supplier that offers the best balance between the whole life cost (from acquisition to disposal) of goods and services against predefined requirements.
- choosing a contractor that offers the best balance between the whole life contract cost (for service delivery to satisfactory standards) against predefined (contractual) requirements.
- generating savings through corporate or collective action with other public bodies (i.e., ESPO, collaborative Internal Audit Partnership, East Midlands Law Share, 7 Towns CCTV Partnership etc.); and,
- identifying efficiency and monetary savings through the procurement process without diluting the service, service provision or purchasing provision.

Mablethorpe & Sutton Town Council's Procurement and Contract Administration is internally managed by staff members and overseen by elected Members using national best practice, applied across the public sector with specific considerations given to legislative powers, duties and restraints and policy advice from national sector partners (i.e., NALC, SLCC, NABMA, BRAMM, LALC, LGA etc.).

Mablethorpe & Sutton Town Council also considers and uses its own specific adopted policies (i.e., Grant Awarding, Market Service Delivery, Burial & Interment etc.) **and** custom and practice in respect of best value in procurement to reflect and support matters unique and important within the parish to attain best value at all times.

¹ Purchase-to-pay is the term used to identify the process of purchasing of goods through to vendor payment(s).