

ASSESSMENT MATRIX FOR STRATEGIC PROCUREMENT									
VALUE			SIGNIFICANCE						
Cost			Impact on Residents (1)		Risk - Financial, Health & Safety, Public (2)		Innovative in design, New form of contract, Sustainability (3)		External Monitoring e.g. from funding body (4)
=> £5,000,000		Automatically considered strategic							
Between £4,000,000 & £4,999,999		5	5		5		5		5
Between £3,000,000 & £3,999,999		4	4		4		4		4
Between £2,000,000 & £2,999,999		3	3		3		3		3
Between £1,000,000 & £1,999,999		2	2		2		2		2
Less than £1,000,000		1	1		1		1		1
Score		3	4		4		3		2
		Estimate full contract value not ascertainable - contractor recovers	Affects all wards		Potential for public and reputational risk - third party to control court proceedings by DBC		New service for the borough and limited use nationwide		The conduct of the contractor will be subject to scrutiny in the proceedings which the contractor brings on behalf of the Council
Mitigation		N/A	N/A		DBC to have three month termination right with no penalty. Contract to ensure clear detail on processes and policy and that DBC have adequate reporting on proceedings and that DBC can step in on any matter		Service subject to six month pilot with no guarantee of continuation and thereafter termination on notice provision		DBC to have three month termination with no penalty. Contract to ensure clear detail on processes and policy and that DBC have adequate reporting on proceedings and that DBC can step in on any matter
Total Score		16	This procurement is Strategic						

Each procurement must be reviewed against the matrix above. Any contract with an overall value in excess of £5,000,000 will be considered strategic. For any procurement where the value of the contract falls below £5,000,000 the goods or services to be purchased must be assessed on the value and the significance in relation to the other 4 columns and marked accordingly, where 5 is considered to be high significance and 1 low significance. Once a score has been decided for each column it is put in the relevant cell (c17 - K17) the spreadsheet automatically collates the score and determines if the procurement is strategic or non-strategic. Anything that scores 15 or more considered to be strategic. If however a procurement comes out as non-strategic but officers feel they would still want political support for the decision they can choose to take a report to Cabinet.

Note 1: What is the impact on residents? Is it restricted to one street, or estate or is it much wider than that? Does it affect 2 or more wards?

Note 2: Is there significant financial risk to the authority? Is there a H&S risk e.g. care for vulnerable people? Is there a risk to the public? Reputational risk?

Note 3: Is the authority familiar with the form of contract being entered into? Is the contract innovative in its delivery? Are we changing the service?

Note 4: Are there any specific requirements from external funders that represent a risk to the authority e.g. Pathfinder projects for DFES?