

Blackpool Council – Supplier Charter

Blackpool Council's mission states:

“We cannot hope to change our destiny merely by wishing for it, only by working for it. We will work with the public, private and third sectors, locally, regionally, nationally and internationally, to achieve this”

With this in mind, the purpose of this Charter is to set out some guiding principles which Blackpool Council will adhere to and to which it will invite its contracted suppliers, the wider business community, other public sector bodies (including Schools) and third sector organisations to adopt.

The Council is a major purchaser within the local economy and seeks to act as a role model of good purchasing practice and recognises that suppliers play a critical role in the delivery of public services. We want to work with suppliers in a way that promotes a clear understanding of the Council's needs.

Charter signatories will consider how they can make a positive contribution to improve the economic, social and environmental well-being of Blackpool in order to help achieve the following priorities.

Council Priorities

- Attract sustainable investment and create quality jobs.
- Encourage responsible entrepreneurship for the benefit of our communities.
- Deliver quality services through a professional, well-rewarded and motivated workforce.
- Safeguard and protect the most vulnerable.
- Improve health and well-being especially for the most disadvantaged.

Further commissioning and contracting decisions will take account of the principles in this Charter.

Charter Principles

- Local employment.
- Local supply chains.
- Good employer.
- Green & sustainable.
- Best practice processes.

Blackpool Council's commitment to suppliers is to:

- Operate lawful procurement processes that ensure all rules and policies are fairly applied, which also minimises the cost to suppliers and allows equal access to relevant information.
- Encourage a wider and diverse range of suppliers to compete for Council business.
- Any tender that the Corporate Procurement Team undertake will be advertised on the North West e-Tendering Portal – The Chest (<http://www.thechest.nwce.gov.uk/>).
- Where appropriate and practicable, Blackpool Council will balance opportunities with value for money by considering the division of larger contracts into smaller lots, to give SMEs and the Voluntary and Community Sector an equal chance to tender for them.
- Where appropriate Blackpool Council will conduct supplier days to brief, train and support suppliers to submit compliant tenders.
- Respond to enquiries in a courteous, timely and professional manner.
- Publish guidance on how to do business with the Council in appropriate locations and provide clear specifications avoiding unnecessary and onerous contract terms and information requirements.
- Offer constructive feedback to suppliers after award of contracts.
- Where invoices are not in dispute, to meet contractual payment terms.
- Always act in line with our Council values of accountability, fairness, quality, trustworthiness and compassion.

Signatories of the Charter will commit to or consider the following:Local employment

- Creating employment and training opportunities for local residents including people with disabilities and support people into work and work experience placements.
- Seek opportunities to work with schools to ensure that the young people of Blackpool are equipped with the right skills to match the requirements of the labour market.
- Adopt Blackpool Council's Social Value Toolkit and Sustainable Procurement Code of Practice and use these to consider employment and skills opportunities at every stage of the procurement process.
- Seek to deliver other social, economic and community benefits through delivery of the contract.

Local supply chains

- Support the local economy by choosing suppliers close to the point of delivery.
- Encourage suppliers to endorse the principle of buying local through their supply chains.

Good employer

- Ensure that employees are given a fair reward and help foster a loyal and motivated workforce.
- Provide a safe and hygienic working environment.
- Ensure that they comply with relevant legislation and industry standards.
- Not discriminate based on race, caste, national origin, religion, age, disability, mental health issues, gender, marital status, sexual orientation, union membership or political affiliation.
- Not tolerate harassment or intimidation.
- Adopt the National Living Wage as a minimum and encourage sub-contractors to do the same.

Green & sustainable

- Awareness of carbon footprint, including the indirect carbon used in manufacturing and the direct impact of operations and logistics.
- Eliminate unnecessary waste by adopting the reduce, reuse and recycle philosophy.
- Be a good neighbour, minimise negative local impacts (e.g. noise, air quality) and improve green areas.
- Reduce adverse impacts on the environment through the suppliers supply chain.
- Utilise more environmentally sustainable products e.g. low energy, recycled paper, FSC stamped timber.

Best practice processes

- To work to the highest standards of business integrity and ethical conduct ensuring that actions and behaviours are carried out in line with our Council values of accountability, fairness, quality, trustworthiness and compassion.
- Pay suppliers and sub-contractors promptly and in line with the Council's terms.
- Seek to deliver value for money and continuous improvement through the life of the contract.
- Ensure compliance with all relevant legislation.
- Work collaboratively, suggesting innovative ways to achieve the principles of the Charter.
- Provide constructive feedback on processes, including barriers to business.
- Communicate problems and concerns quickly to ensure early invention and resolution of issues.
- Support the use of basic technology (e.g. internet and email) to enable suppliers and the Council to benefit from e-sourcing processes.
- Conduct all communications in a courteous and timely manner, ensuring that any request to release information, e.g. Freedom of Information Act 2000 is made within permitted timescales.

This Charter is a statement of intent of the Council's commitment to our suppliers and the expectations we have of current and potential suppliers, it does not hold any legal status.

For the Council:

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Councillor Simon Blackburn, Leader of the Council

For the Contractor:

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Contractor's Authorised Representative