

PROCUREMENT BOARD ANNUAL REPORT

1. Actions regarding the following Procurement Policy Notes (PPNs) are required to be included in the 2021/22 Annual Procurement Report:

PPN 02/21 Procurement of Social and Other Specific Services

PPN 03/21 Supply Chain Resilience

PPN 04/21 Procurement Control Limits

PPN 05/21 Human Rights in Public Procurement

The PPNs can be accessed on the DoF website at [Procurement Policy Notes \(PPNs\) | Department of Finance \(finance-ni.gov.uk\)](#)

2. Your response should be submitted to procure.policy@finance-ni.gov.uk by **31 May 2022. Your response to the procurement activity data (for PPN 04/21) is required by 13 May.**
3. A consolidated annual report will be published on the Department of Finance website before end of June 2022.
4. Please insert the name of your CoPE below:

Northern Ireland Water Limited

5. Please provide the name of the person who has authorised the accuracy of the information for publication on the DoF website:

Paul Harper, Director of Asset Delivery

PPN 02/21 Procurement of Social and Other Specific Services

6. The following details are required to demonstrate progress against PPN 02/21:
- Details of above Threshold Contracts awarded (including number, value, supplier details, details of the process and award criteria used);
 - Details of all below Threshold Contracts awarded (including number, value, supplier details, details of the competition process where applied and award criteria).
 - Details of above Threshold Reserved Contracts; and
 - Details of any supplier complaints relating to the award of contracts for social and other specific services.
7. The list of social and other specific services is attached at Annex A.
8. If no Contracts for Social or Other Specific Services have been awarded please state N/A in the box below.

N/A

9. Please follow the format below for Contracts Awarded within the scope of PPN 02/21.

Above Threshold¹ Contracts Awarded								
Title of Contract	Value	Procedure used	Reserved (If yes please provide details)	Award Criteria	Supplier	Location eg. NI	Supplier Economic Status	Complaint (If yes please provide details)

¹ Light Touch Regime for Services threshold £663,540

Below Threshold Contracts								
Title of Contract	Value	Procedure used	Reserved (If yes, provide details)	Award Criteria	Supplier	Location eg. NI	Supplier Economic Status	Complaint (If yes provide details)

PPN 03/21 Supply Chain Resilience

10. The use of supply chain mapping must be monitored and reported to assess the impact the policy has on supply chain resilience.

- Provide links to case studies to demonstrate your approach to supply chain resilience across a range of sectors.

Supply Chain Resilience – Case Studies (provide links to your website)

NIW Capital Procurement monitors its Supply Chain resilience through existing controls through its Capital Programme Management Office across areas of cost, risk, value, scheduling and supplier performance. Additional controls in place include Supplier capability and capacity checks on contracts; system controls; Health, Safety & Environment; ISO standards; NEC Contract Management; annual declaration checks; and financial control alerts. These established tools supported resilience to unforeseen risks/issues experienced during the pandemic, rising prices, Brexit and Ukraine situation, ensuring our Supply Chain work continuity.

Further development is required to further support Supply Chain resilience and further enhancement is being developed. For example, the business is procuring new Integrated Partnership Frameworks (IF105 established and procuring IF106 and IF107) to allow for more collaborative working with our Supply Chain Partners to deliver better Asset solutions based outcome. Additionally, Frameworks have been developed to include Lots to increase capacity in the Supply Chain resilience and a variety of Suppliers (SME's, Joint-Ventures) have been appointed to ensure this.

Our Supply chain is to be engaged shortly with regard to a more detailed Supply Chain mapping exercise. This will be incorporated into existing live and newly awarded frameworks and their contracts. However, supply restrictions have been monitored throughout.

- The nature of and reason for opt out of this PPN must be reported for publication in the Annual Procurement Report

Not applicable.

PPN 04/21 Procurement Control Limits

The procurement activity report generated from eTendersNI for all contracts awarded over £30k can be used to provide the data required for the PPN 04/21.

CoPEs have been asked to confirm that all contracts awarded are accurately recorded on eTenderNI or alternatively provide an excel report of complete and accurate data of contracts awarded for 2021-22 financial year. This return is required for 13 May.

PPN 05/21 Human Rights in Public Procurement

11. Please provide details of actions taken to identify and address human rights risks in contracts:

Actions taken to identify and address Human Rights Risks
<p>Capital Delivery contracts are already aligned to comply with the law of the land. Any change in legislation is covered within our contracts. To ensure further compliance with PPN 05/21, NIW is undertaking review of existing Human Right clauses already included in model contract documents; identify gaps of any social clauses and incorporate to model contract documents; associated risks to risk register(s); linkages to Supply Chain considerations (supply chain mapping); and training/awareness within our Supply Chain to recognise and act on Human Right violation potential to end users.</p>

LIST OF SERVICES COVERED BY THE LIGHT-TOUCH REGIME

SCHEDULE 3 of The Public Contracts Regulations 2015 – Regulations 5(1)(d) and 74

SCHEDULE 2 of The Public Utilities Regulations 2016 – Regulations 16(1)(c) and 90

SCHEDULE 3 of The Concession Contracts Regulations 2016– Regulation 19

Social and Other Specific Services	
CPV Code	Description
75200000-8; 75231200-6; 75231240-8; 79611000-0; 79622000-0 (Supply services of domestic help personnel); 79624000-4 (Supply services of nursing personnel) and 79625000-1 (Supply services of medical personnel) from 85000000-9 to 85323000-9; 98133100-5, 98133000-4; 98200000-5; 98500000-8 (Private households with employed persons) and 98513000-2 to 98514000-9 (Manpower services for households, Agency staff services for households, Clerical staff services for households, Temporary staff for households, Home-help services and Domestic services)	Health, social and related services
85321000-5 and 85322000-2, 75000000-6 (Administration, defence and social security services), 75121000-0, 75122000-7, 75124000-1; from 79995000-5 to 79995200-7; from 80000000-4 Education and training services to 80660000-8; from 92000000-1 to 92700000-8; 79950000-8 (Exhibition, fair and congress organisation services), 79951000-5 (Seminar organisation services), 79952000-2 (Event services), 79952100-3 (Cultural event organisation services), 79953000-9 (Festival organisation services), 79954000-6 (Party organisation services), 79955000-3 (Fashion shows organisation services), 79956000-0 (Fair and exhibition organisation services)	Administrative social, educational, healthcare and cultural services
75300000-9	Compulsory social security services
75310000-2, 75311000-9, 75312000-6, 75313000-3, 75313100-4, 75314000-0, 75320000-5, 75330000-8, 75340000-1	Benefit services

Social and Other Specific Services	
CPV Code	Description
98000000-3; 98120000-0; 98132000-7; 98133110-8 and 98130000-3	Other community, social and personal services including services furnished by trade unions, political organisations, youth associations and other membership organisation services
98131000-0	Religious services
55100000-1 to 55410000-7; 55521000-8 to 55521200-0 (55521000-8 Catering services for private households, 55521100-9 Meals-on-wheels services, 55521200-0 Meal delivery service)	
55520000-1 Catering services, 55522000-5 Catering services for transport enterprises, 55523000-2 Catering services for other enterprises or other institutions, 55524000-9 School catering services	
55510000-8 Canteen services, 55511000-5 Canteen and other restricted-clientele cafeteria services, 55512000-2 Canteen management services, 55523100-3 School-meal services	Hotel and restaurant services
79100000-5 to 79140000-7; 75231100-5;	Legal services, to the extent not excluded by Regulation 10(1)(d)
75100000-7 to 75120000-3; 75123000-4; 75125000-8 to 75131000-3	Other administrative services and government services
75200000-8 to 75231000-4	Provision of services to the community
79700000-1 to 79721000-4 (Investigation and security services, Security services, Alarm-monitoring services, Guard services, Surveillance services, Tracing system services, Absconder-tracing services, Patrol services, Identification badge release services, Investigation services and Detective agency services) 79722000-1(Graphology services), 79723000-8 (Waste analysis services)	Investigation and security services

Social and Other Specific Services	
CPV Code	Description
98900000-2 (Services provided by extra-territorial organisations and bodies) and 98910000-5 (Services specific to international organisations and bodies)	International services
64000000-6 (Postal and telecommunications services), 64100000-7 (Post and courier services), 64110000-0 (Postal services), 64111000-7 (Postal services related to newspapers and periodicals), 64112000-4 (Postal services related to letters), 64113000-1 (Postal services related to parcels), 64114000-8 (Post office counter services), 64115000-5 (Mailbox rental), 64116000-2 (Post-restante services), 64122000-7 (Internal office mail and messenger services)	Postal services
50116510-9 (Tyre-remoulding services)	
The following refers to CCR 2016 only	
98900000-2 (services provided by extra-territorial organisations and bodies)	