


<b>Radian Group Limited</b> <b>Group Procurement Policy</b> <b>Version: 1</b> <b>Approved: February 2009</b>	
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## 1. Statement of Intent

- 1.1 We are committed to ensuring that our procurement activity achieves value for money (VFM) as defined by the Audit Commission's key line of enquiry on value for money within housing (KLOE32). We will ensure that our procurement activity is underpinned by exemplary standards of probity and is based on the use of modern, best practice procurement thinking. It will also comply with relevant legislation and regulations, and contribute to our corporate objectives by supporting staff across the business.

## 2. Definition

- 2.1 Procurement is 'the whole process of acquisition of goods, services and works from the initial assessment of a business need through to the end of the useful life of an asset, or the end of a service contract'. (*Delivering Better Services for Citizens - A review of local government procurement in England. Sir Ian Byatt, June 2001*).
- 2.2 Procurement is a strategic risk management tool that is most effective when used as part of the scoping process as soon as a business need is identified.
- 2.3 This procurement policy applies to all employees who are authorised to commit expenditure, in accordance with the Financial Regulations.
- 2.4 This policy sets out Radian's approach to procurement activity.

## 3. Policy

- 3.1 Procurement activity will be conducted in accordance with the Group Procurement Strategy, which was approved by the Radian Board in March 2008.
- 3.2 The Procurement Strategy is supported by a number of documents that help with planning activity. In particular they include the implementation plan, procurement map and the prioritised work plan. These documents are managed by the Group Procurement Manager who will lead specific procurement projects that flow directly from these plans across the Group. As a rule, these tend to be corporate requirements.
- 3.3 Other procurement needs will be generated by specific areas of the business. These will be managed by the relevant staff with the support of the Group Procurement Manager, and built in to the prioritised work plan as mentioned in 3.2 above. They will relate directly to the operational area, e.g. Finance, Housing, Development etc.
- 3.4 All relevant staff will be trained in accordance with this policy and the procedures that support it, to enable them to carry out procurement activity in a manner that supports the Statement of Intent (1.1 above) and the approach detailed in the Group

Procurement Strategy. Mop up training sessions will be run periodically to pick up new starters and other staff.

- 3.5 It is each employee's responsibility to ensure that they comply with this policy and related procedures, and seek out and attend the training provided.

#### 4. Legal & Regulatory Framework

- The Public Contracts Regulations 2006 (EU procurement rules are consolidated in UK law by these regulations)
- Audit Commission Key Line of Enquiry on Value for Money within Housing (KLOE32)

#### 5. Links to other Policies

- Financial Regulations
- Risk Management
- Contract Management

#### 6. Related Procedures

- 6.1 This policy does not detail the practical advice and assistance that should be provided, nor the actions to be taken by staff, when dealing with procurement activity. Any such advice, action and assistance will be covered in specific procedure documents which should be used in conjunction with this Policy.

- Specific Procurement procedures
- Contract Management
- Risk Management
- Financial Regulations

#### 7. Responsible Officer

The officer responsible for reviewing this policy is the Group Procurement Manager.

#### 8. Review Details

Approved by (including date of approval)	
Review Cycle	Three yearly
Date of next review	February 2012

#### 9. Associated Documents

Audit Commission's KLOE32

Group Procurement Strategy

[..\..\Procurement Strategy & PCM Workstream\Strategy\MASTER Procurement Strategy 1Feb08.doc](#)

## **10. Appendices**

There are no appendices to this policy.