

**BEDFORD GROUP OF DRAINAGE BOARDS**

# **SUPPLIER PERFORMANCE POLICY**

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## **OPERATIONS**

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**Review date: April 2022**

**To be reviewed every 3 years**

**Next review date: April 2025**

**Reviewed by: Joint Management Committee**

**Adopted by:**

Alconbury & Ellington Internal Drainage Board  
Bedfordshire & River Ivel Internal Drainage Board  
Buckingham & River Ouzel Internal Drainage Board

**SUPPLIER PERFORMANCE POLICY**

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## SUPPLIER PERFORMANCE POLICY

### 1. Introduction

- (a) The Bedford Group Member Boards operate and promote a system of continuous learning and improvement in all aspects of Health and Safety and Environmental practice.
- (b) Supplier performance is key to this and we expect the highest standards from our suppliers.

### 2. Monitoring

- 2.1. Supplier performance is monitored as part of the framework management arrangements. A yellow / red card system is operated and will be triggered in a number of circumstances, which include:
  - 2.1.1. any act or omission by a supplier leading to a prosecution in any of its business dealings;
  - 2.1.2. any act of negligence by a supplier which significantly increases the risk to others or the environment during the execution of any Bedford Group Member Board work;
  - 2.1.3. failure to follow the Bedford Group Member Board's management systems, policies and procedures and safe systems of work.
- 2.2. Should item 2.1.1 arise, the supplier must inform the Bedford Group's Chief Executive immediately. The supplier and the Board's Framework Manager will then be advised that the yellow / red card assessment procedure has been triggered.
- 2.3. Following the issue of a yellow or red card, the supplier will be instructed to prepare an action plan to address the failures which led to the incident and agree a training / monitoring programme with the Bedford Group Member Board.
- 2.4. The issuing of three yellow cards for the same failure within a six month period will result in escalation to the issuing of a red card. Multiple red cards can result in suspension from the framework for 12 months or even, in the event of three red cards being issued over the lifetime of the framework, removal of that supplier from the framework.

### 3. Dispute

- 3.1. Where a supplier is in dispute with a Bedford Group Member Board, no further work will be issued to the supplier until the dispute has been resolved.

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Version Control

Version	Changes made	Date
Version 1	n/a	April 2022