

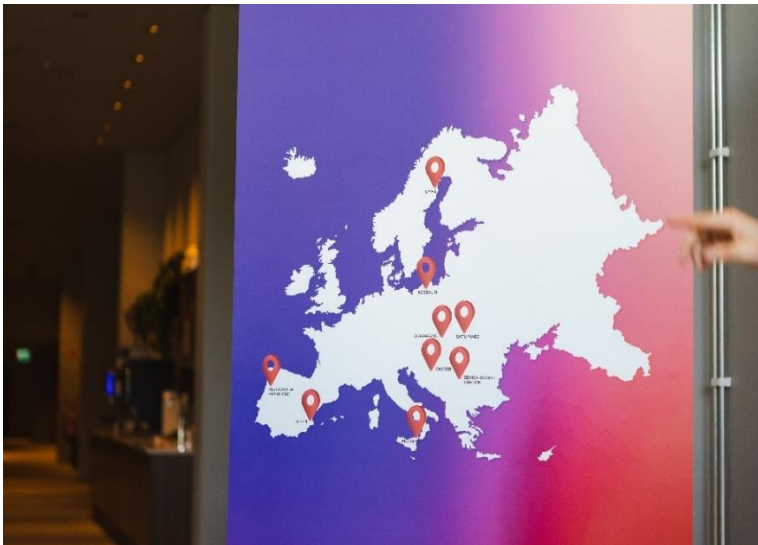
# GenProcure – Quarterly Report – July to September 2024

## 1. What is GenProcure about ?



### GENPROCURE NETWORK IMAGE

**GenProcure** is one of thirty Action Planning Networks (APNs) funded through the [URBACT](#)<sup>1</sup> Programme. Operating between June 2023 and December 2025, and through a series of transnational and local level learning and knowledge exchanges, GenProcure will seek to support nine Partners to create [Integrated Action Plans \(IAPs\)](#)<sup>2</sup> around the topic of **Gender Responsive Public Procurement**.



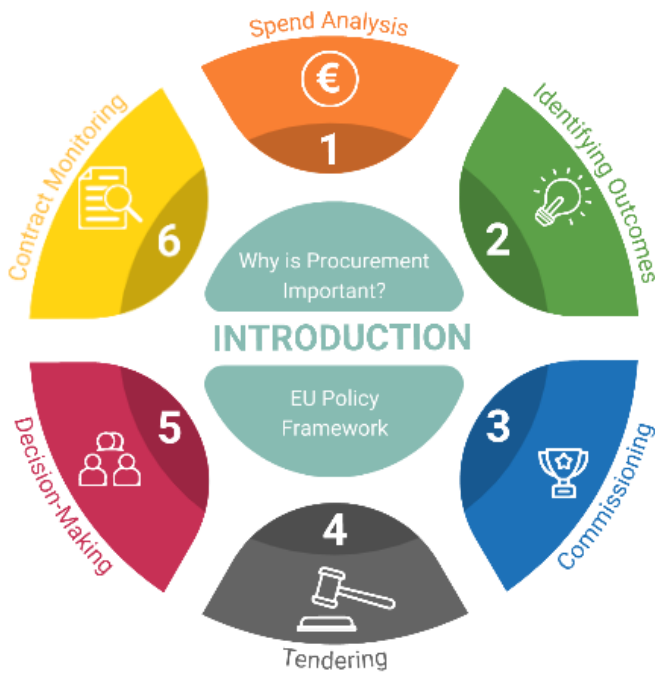
### GENPROCURE NETWORK MAP

The GenProcure APN is being led by the City of Vila Nova De Famalicão (Portugal) and includes the following Project Partners (PP): Koszalin (Poland), Satu Mare (Romania), Umeå (Sweden), Alcoi (Spain), Messina (Italy), Department for Development and International Projects (DDIP) of Zenica-Doboj Canton (Non-City Partner - Bosnia and Herzegovina), Zagreb (Croatia), and Újfehértó (Hungary). Matthew Baqueriza-Jackson is supporting the Network as Lead Expert.

The thematic focus of GenProcure is the topic of Gender Responsive Public Procurement. The Network recognises that cities across Europe face significant challenges in the way in which they undertake Public Procurement because it is often seen as very bureaucratic and technical. The Network also recognises that cities across Europe also face significant challenges around Gender Inequality and in particular around representation, pay and access to services. The City of Famalicão as Lead Partner believes this APN is an opportunity to link together the themes and challenges of Public Procurement and Gender Inequality, and through exchange and learning enable themselves and the Project Partners to develop actions that will enable Public Procurement to be undertaken in a way that considers and realises Gender Equality – this is commonly termed as Gender Responsive Public Procurement.

<sup>1</sup> <https://urbact.eu/>

<sup>2</sup> The URBACT IAP Study from 2023 provides some pointers on how to develop a good IAP: <https://urbact.eu/sites/default/files/2023-04/IAP%20Study%20-%20Final%20Report.pdf>



## CYCLE OF PROCUREMENT

The GenProcure Network is also shaped by URBACT’s and our Lead Expert’s historical work and knowledge around Strategic Procurement. Framed by the activities of the [Procure APN](#)<sup>3</sup> (2015-2018) and the [Making Spend Matter Transfer Network](#)<sup>4</sup> (TN) (2018-2021), URBACT developed an [Online Training Course on Strategic Procurement](#)<sup>5</sup>. The Course was shaped by the ‘Cycle of Procurement’ image on the left and recognised that for Public Procurement to become more strategic, cities needed to think about local economic, social and environmental considerations at each of the six stages of the cycle.

In GenProcure, we have used the ‘Cycle of Procurement’ to shape our Network Methodology for the period January 2024 to December 2025. Through a series of Transnational Meetings, our Partners will learn about the different stages of the ‘Cycle of Procurement’ and specifically how Gender can be considered at each stage. Partners will subsequently look to test aspects of the ‘Cycle of Procurement’ and Gender considerations in their cities and as part of developing wider actions for their IAP.

## 2. About this Quarterly Report (July to September 2024)

This third Quarterly Report reviews the activities undertaken by the GenProcure APN at transnational and local levels in the period July to September 2024 and the learning derived by Partners. In particular, the Quarterly Report details:

- ) Information about the content of our collective meeting held in the period:
  - o A Core Transnational Meeting, held in the City of Famalicão on the topic of ‘Gender Equality Plans, Gender Mainstreaming, Gender Budgeting, and Gender Criteria in Public Procurement’ on Tuesday 17<sup>th</sup> and Wednesday 18<sup>th</sup> September 2024.
- ) Information about the key learning from our Partners in relation to those topics.
- ) Information about the activities undertaken by each of the GenProcure Partners at the local level and including progress made in testing actions and developing areas of intervention for IAPs.
- ) Information about other activities involving GenProcure Partners.
- ) The next steps of activity for GenProcure into Quarter 4 (October to December 2024).

<sup>3</sup> <https://urbact.eu/networks/procure>

<sup>4</sup> <https://urbact.eu/networks/making-spend-matter#:~:text=Making%20Spend%20Matter%20Transfer%20network,local%20economy%20and%20its%20citizens.>

<sup>5</sup> <https://urbact.eu/knowledge-hub/procurement>

### 3. Collective Activities

#### Transnational Meeting – Gender Equality Plans, Gender Mainstreaming, Gender Budgeting and Gender Criteria in Public Procurement (Tuesday 17th and Wednesday 18th September 2024)

#### GENPROCURE FAMILY PHOTO IN FAMILICÃO



The Transnational Meeting was split into three parts. **In part 1**, the Lead Expert of GenProcure (Matthew Baqueriza-Jackson) facilitated a session which in turn focused upon four different aspects of learning around the core themes of the Network of Gender Equality and Public Procurement. For each aspect, Matthew provided a short presentation, before asking our guest, Marion Sevrin from Valenciennes Metropole to intervene with their experience, and then invite partners to ask questions and undertake tasks.

#### GENDER EQUALITY PLANS



In the first aspect, we explored **Gender Equality Plans** and particularly shared learning about why a Gender Equality Plan should be developed, what sections they should include and what activities should be undertaken as part of them. Marion from Valenciennes shared the content of their 2 Gender Equality Action Plans from 2021 to 2023 and 2024 to 2026, and particularly activities around awareness raising, gender mainstreaming across 15 policy areas, and public procurement. We also heard for our GenProcure Partner City, Alcoi about their 3 Gender Action Plans for employees of the Municipality, for the people of Alcoi, and the for LGBTQ+ community. Finally, partners undertook a task to explore what they could learn from Valenciennes and Alcoi, and in order to develop their own Gender Equality Plans. Partners learnt that:

- ) Some partners already have Gender Equality Plans in place, but this are often as a result of national level legislation.
- ) Some partners are at a very early stage in considering Gender in policy-making due to the culture of their countries.
- ) Gender Equality Plans need to be shaped by data and their impact monitored.
- ) Training, training and more training is a crucial component of Gender Equality Plans
- ) Addressing Gender Inequality is both a political, governance and operational remit for cities.

## GENDER MAINSTREAMING AND GENDER BUDGETING



In the second aspect, we explored **Gender Mainstreaming and Gender Budgeting** and particularly shared learning about what these two concepts are and what Valenciennes Metropole are doing around them. Valenciennes is seeking to mainstream Gender across all aspect of governance and policy-making within the Metropole and its 35 cities, and specifically in relation to urban design. Valenciennes also reflected upon a recent Interreg Europe Policy Learning Platform Peer Review that they have participated in and the methodology towards realising Gender Mainstreaming used in different cities. During this aspect, we also heard from the ROQ Group, a Famalicão

based business and which is seeking to address Gender Inequality in its workforce and operational activity. Partners were then asked to participate in tasks around barriers to Gender Mainstreaming in their city, around stakeholders that they need to engage internally and externally, and around exploring Gender considerations in the design of a public transit system. Partners identified the following barriers:

- ) Mainstreaming Gender considerations in public policy requires the engagement of a wide array of stakeholders, both internally and externally.
- ) Mainstreaming Gender considerations in public policy can take significant time and depends upon the starting point of the city in question and where 'traditional' cultures exist.
- ) There is often not core budget available for Municipalities to undertake work around Gender Equality and there is a lack of capacity and specialist Officers.
- ) It can be difficult to influence the behaviour of big businesses.

## GENDER CRITERIA IN PUBLIC PROCUREMENT



In the third aspect, we honed in upon **Gender Criteria in Public Procurement**, with Matthew providing a reminder of how Gender considerations can be embedded at different stage of the 'Cycle of Procurement'. Marion and Borja Clemente Lucas then discussed the different ways in which they were including Gender clauses, including through a Gender Equality Insert in all procurements, through the feminisation of social insertion clauses, and through requiring businesses with over 50 employees to include Gender Plans with their tender documentation. Finally, partners participated in a task to explore the types of criteria they would consider from a Gender perspective in the design of a public transit system. Partners identified the following criteria:

- ) Technical specifications about the design of the transit system and including quiet coaches for children, accessible platforms for pushchairs, and lighting around stations and stops.
- ) Technical specifications about the operating of the transit system including the timing of trams and the supporting infrastructure around stops and including childcare access.
- ) Technical specifications around the jobs provided for delivering the transit system services and including creating jobs for women through adapting vehicles and uniforms and providing training.
- ) Technical specifications around requiring the operators of the transit system to have an equality plan in place.

**In part 2**, we heard from each partner on their progress with testing actions and in developing areas of intervention for their IAP. Again, more information will be provided in the quarterly report, but there are clear testing synergies across partners in testing actions around Spend Analysis, Gender Criteria, training, the development of working groups, and the development of questionnaires.

**In Part 3**, Matthew introduced the next steps in developing IAPs, and particularly how to develop action planning details for their IAP including tasks, key stakeholders, and timeframes. Partners will work on developing draft action details and undertake further work on testing prior to the next Transnational Meeting in Koszalin in November 2024.

Following the meeting, Partners were asked to populate Key Learning Tables and to detail in particular what they had learnt from the Transnational Meeting and what the implication for their IAP would be.

The Key Learnings were as follows:

***“We learnt about Gender equality clauses in public procurement (examples from Spain and France) and will apply them as part of our action in the IAP around the inclusion of such clauses.”***  
(Satu Mare).

***“Even if Umeå has an Equality Strategy, it is always good to bring it up for discussion and realize its benefits and the effect a Gender equality plan have in a municipality and the use of it in public procurement.”***

***“We learned from Valenciennes what they do in practice around gender responsive public procurement such as social insertion clause and gender equality insert in all requirement procedures.”*** (DDIP of Zenica-Doboj Canton)

***“We learned about the cooperation of the City of Famalicao with ROQ group – a company that activates the potential of women on the labor market. In Koszalin IAP we need to include actions carried out by companies or business organisations”*** (Koszalin)

***“We are very interested in Valenciennes approach to developing Gender Equality Plans and will look to embed into our practice locally, and into our IAP”*** (Újfehértó).

***“Gender mainstreaming should be woven into all aspects of project management, including policies, operations, and cultural norms. It’s not a separate activity but a lens through which all decisions are made. A corresponding action in the IAP should ensure future budgets are analyzed with a gender lens to allocate resources fairly.”*** (Messina)

***“As part of our testing activities, we have successfully integrated social, environmental, and gender equality criteria into our procurement documentation. This initiative demonstrates our commitment to sustainable and inclusive practices within our procurement processes. Looking ahead, we are determined to expand the implementation of these criteria further. Specifically, we aim to incorporate them into at least one additional public procurement procedure in the near future.”***  
(Zagreb)

***“We can include a chapter dedicated to Gender Mainstreaming, with the recommendation of its use as a governance instrument adapted to the reality of each municipality that wants to initiate Gender Equality in Public Procurement.”*** (Famalicão).

***“Also, it was fantastic to see how Valenciennes deals with gender clauses in terms of public procurement. Although we have already gender clauses we can add to our public contracts, we can start thinking about a Procurement Strategy Plan from a gender perspective.”*** (Alcoi)

## 4. Partner Activities

### 4.1 Alcoi



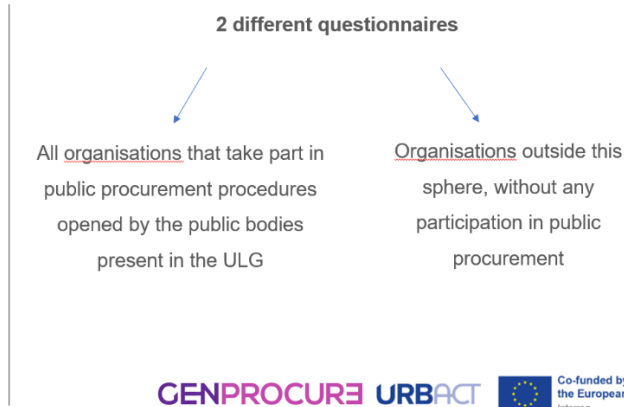
The City of Alcoi has spent the quarter catching up on some activities associated with the Network and particularly around Procurement Strategy and Social and Environmental considerations in Procurement. It was clear from the Transnational Meeting described above that the City of Alcoi has undertaken some work already about Gender Equality Plans and around including Gender Clauses in Procurement. In particular, and linked to commitments in Spanish level Procurement Law, they have included gender clauses in a recent events contract requiring bidders with over 50 employees to provide evidence of a Gender Plan, and to ensure the use of

inclusive language between the Council and the appointed Company. Alcoi is continuing to develop its IAP and consider what it will test – this is however likely to be focused upon business engagement around Gender Equality and Public Procurement.

### 4.2 Famalicão

#### Vila Nova de Famalicão – Testing Template

**Our IDEA**



The city of Famalicão has identified one testing action which they would like to undertake and which is to understand in more detail the needs of both buyers in Procurement departments and bidders when it comes to the inclusion of social, environmental and gender considerations in Procurement. They are effectively looking to test a questionnaire that will enable them to understand on an annual basis the thoughts of these two stakeholder groups. The questionnaires in this

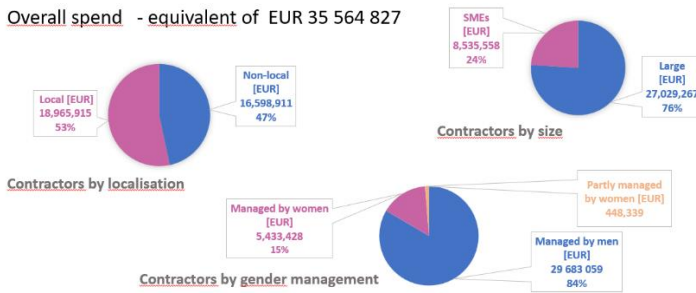
testing phase are designed to create a greater understanding of participation in procurement procedures, the challenges the market face, and how procurers can respond to those challenges through the IAP. has identified a singular Strategic Objective for their IAP and which is to ‘be able, by the end of 2025, to create all the conditions to introduce social criteria into Public Procurement processes, subject to competition’. They are looking to realise this through training of internal and external stakeholders and delivering a coherent strategic approach to Procurement. As outlined in the slide to the left, the city of Famalicão has also developed the types of Social, Environmental and Gender Clauses that they would like to include in future Procurements.

### 4.3 Koszalin

#### 1. Test Action Completed – spend analysis

Koszalin City Hall departments spend analysis for 2023

Overall spend - equivalent of EUR 35 564 827



which are managed by women (around 15%). Koszalin is also scoping the potential of a second testing action which around the design of a Poland specific training course around social, environmental and gender considerations in Public Procurement, with this if successful rolled out across a range of stakeholders at the local level, including procurers across Anchor Institutions. Koszalin has also developed a comprehensive set of actions for inclusion in their IAP.

The City of Koszalin has already completed the testing of one action which was to adapt the Spend Analysis tool presented at the first GenProcure Online Meeting in February 2024 to the local context. As part of the testing of the tool, Koszalin has undertaken spend analysis for all City Hall Departmental expenditure for 2023 and to a value of nearly 36 million Euros. As detailed in the diagram to the left, Koszalin has introduced a new area of analysis around the percentage of Procurement spend going to contractors

### 4.4 Messina



Award Clauses used in Public Procurement – Messina will additionally utilise intelligence from wider Recovery Fund activities undertaken across Italy to identify the types of clauses that are relevant in an Italian context. The third test is to put in place the process for Messina to develop a Gender Budget and to identify the types of activities that would need to be included in the IAP to make this a reality in the coming years.

The City of Messina is seeking to test three interlinked actions as part of the GenProcure Network and to inform the further development of their IAP. The first is to design a large scale questionnaire that can be utilised to gather information from Municipality employees and wider citizens of Messina as to the types of activities that are considered important to be undertaken around Gender Equality, whether that be awareness campaigns, training in schools, or equal pay policies. The second test is designed to use the information gleaned from the questionnaire to inform the types of Gender

### 4.5 Satu Mare



Satu Mare is undertaking two testing actions as part of the GenProcure Network. The first is underway, as with the support of the Lead Expert, they have already developed an adapted version of the Spend Analysis tool presented at the February 2024 Online Meeting. They are currently testing the adapted tool with Anchor Institutions in Satu Mare County by asking them to collect data and analyse their spend, with a specific emphasis upon the geography of spend, and whether suppliers to the Anchor Institutions are women owned or managed. The second test will take place in February 2025, with ULG Members participating in a Workshop with the GenProcure Lead Expert to test the inclusion of social, environmental and gender considerations in a specific Procurement opportunity. This will test whether the theory detailed in the Messina and Famalicao Transnational Meetings can be practically realised in Satu Mare.

### 4.6 Újfehértó

## INTERVENTION IN IAP 2.

Name of intervention	Preliminary market consultation before the decision of the public procurement plan by the city council
Link to the future purchases	<ul style="list-style-type: none"> <li>- Municipality is to develop its procurement needs in cooperation with local actors in the medium term,</li> <li>- Making a transparent framework,</li> <li>- giving priority to local businesses order for public spending to contribute as much as possible to the development of the local economy.</li> </ul>
Challenge/problem which responds	<ul style="list-style-type: none"> <li>- Communication problems,</li> <li>- No database about the local enterprises (Industrial sector, abilities, role of women),</li> <li>- there is no official forum or procedure for communication.</li> </ul>
Goal to be achieved	<ul style="list-style-type: none"> <li>- public procurement preparation related to local capacities and expertise, use of existing local experience,</li> <li>- implementation of consultation between the public and private sector under transparent conditions</li> </ul>
Follow up	<p>Spending analyzes are prepared as part of the annual accounts regulation, which includes the evaluation of relevant public procurements</p>

The City of Újfehértó does not currently, given its scale, have any live Procurement opportunities through which it can apply learning around the 'Cycle of Procurement' and embed gender considerations at each of its stages. However, they have found a project which is already underway and to which the Procurement process can be influenced and through which such considerations can be tested. As part of a green area renovation project, they would like to include an opportunity for a female construction professional to be included in the implementation of the project. In addition, Újfehértó has developed four clear areas of intervention for their IAP and including the development of a women's council, the undertaking of dialogue with the potential

market prior to Procurement, the development of a Procurement Strategy, and the undertaking of Spend Analysis.



## 4.7 Umeå

**Thank's for listened on our ideas**

Picture for thought and reflection :)



The City of Umeå is looking to test two actions as part of the GenProcure Network. First, it is going to look to cooperate with an existing business network to disseminate information about Gender Responsive Public Procurement. Through information exchange, workshops and lectures, Umeå is seeking to test whether the business network is an effective way of engaging with the potential market for Public Procurement opportunities and to share knowledge around Gender Equality. The second test will be to develop a training course for internal officers at Umeå's Municipality Procurement Agency around how they can include Gender Considerations in Procurement. This training will include a focus on specific clauses and how they can be considered across different types of contracts. It will also explore how procurers can share information with potential bidders about Gender Equality.

## 4.8 Zagreb



### Action 1 – testing

- **The Challenge** - effectively integrate gender equality criteria into public procurement procedures while ensuring that employees fully understand and apply these criteria
- **What if** - employees do not recognize the importance of gender equality in procurement, or they struggle to apply these criteria effectively?
- **We want to test** - whether employees can identify opportunities to integrate gender equality criteria in procurement decisions and if they are capable of overcoming challenges in applying these criteria consistently across various scenarios
- **Our IDEA** - hold meetings with city employees about the introduction of gender equality in public procurement procedures and to continuously incorporate aspects of gender equality into public procurement processes wherever applicable



The City of Zagreb is looking to undertake three testing actions as part of the GenProcure Network. First, they are looking to designing a training course about Gender Considerations in Public Procurement that will enable them to hold meetings with City Employees across a range of Departments and that will seek them to introduce Gender Equality considerations as part of their procurement procedures. Second, they have already started to include Gender Criteria in live Procurement exercises and are learning from this process. In a recent tender for the design and landscaping of a public park, Zagreb included three gender related technical specifications of: designated bench for changing and breastfeeding children, incorporating multiple entrances and exits to the park, and enhancing public lighting for improved safety and visibility. Third, they are looking to test an online 'App' for Procurement Procedures, which will seek to gather feedback from bidders about the procedures utilised and their experiences and also enable the City of Zagreb to experiment with new types of procedures such as simpler, low value procurement's.

## 4.9 DDIP of Zenica-Doboj Canton

<b>The Challenge</b>	<b>What if...</b>	<b>We want to test if...</b>
We do not have a working group for gender equality in public procurement, not only in Zenica-Doboj Canton but also in entire Bosnia and Herzegovina.	What if we create a consulting working group for gender equality in procurements for the area of Zenica-Doboj Canton.	We want to test the efficiency of the working group on some of future procurement procedures in order to include gender criteria in public procurements.
<b>Our IDEA</b>	<b>Measurement</b>	
Our idea is to create a consulting working group which members should be from public, private and NGO sectors. Besides some ULG members, this group should be reinforced by other experts in this field. Good practices from other GenProcure partners' cities and other European cities would be discussed on meetings of this consulting working group in order to identify ideas to improve gender equality in public procurement and to adapt them to local context if applicable. The group's inputs can lead to more innovative and inclusive procurement conditions.	Number of suggestions/recommendations for improving gender equality in public procurement.	

DDIP of Zenica-Doboj Canton will be testing two actions as part of the GenProcure Network. The first is that they have adapted the Spend Analysis tool from the Online Meeting in February 2024 and particularly the experience of Koszalin to their own experiences in Zenica-Doboj. They have already extracted data from the internet portal of the Public Procurement Agency of Bosnia and Herzegovina for 2023 and inputted into the tool and are assessing spend geographically and in supplier size

terms. Second, the Zenica-Doboj Canton is looking to test the establishment of a working group for the consideration of Gender Equality in Procurement. The working group will include representation from the public, private and NGO sectors and will be tasked with identifying ways of including Gender Considerations in upcoming Procurement opportunities.

## SUMMARY OF TESTING

The table below summarises the tests that Partners of the GenProcure Network will undertake and are currently undertaking. It also details the synergies across the Partners.

<b>TESTING ACTION</b>	<b>Alcoi</b>	<b>Famalição</b>	<b>Koszalin</b>	<b>Messina</b>	<b>Satu Mare</b>	<b>Újfehértó</b>	<b>Umeå</b>	<b>Zagreb</b>	<b>Zenica-Doboj</b>
Engaging SMEs in Public Procurement and raising awareness of Gender Equality.	X								
Questionnaire Design for Municipality employees and citizens to identify needs around Gender Equality and challenges around Public Procurement.		X		X					
Adaptation of Spend Analysis Tool.			X		X	X			X
Design of Training Course on inclusion of Gender Considerations in Procurement.			X				X	X	
Testing inclusion of Gender Considerations in specific Procurement opportunities.				X	X	X		X	
Development of Networks to raise awareness of Gender Considerations in Procurement							X		X
Design of Procurement 'App'									X

## 5. Other Activities and Next Steps

### 5.1 Next Steps

As outlined in this report, Quarter 3 has been successful for the GenProcure Network. We have hosted an Online Masterclass and a Transnational Meeting, and each of our Partners have moved forward with the development of their IAPs. More hard work awaits in Quarter 4 (October to December 2024) and in particular:

- ) Partners will continue to develop their IAPs and particularly start to develop action details for each of their actions and continue to test actions. They will continue to populate the narrative of their IAPs.
- ) We will hold an Online Meeting with the City of Vienna on Thursday 14<sup>th</sup> November 2024 to learn more about their approach to Gender Responsive Public Procurement and how it can inform our testing of actions.
- ) We will have a fourth Transnational Meeting on Tuesday 19<sup>th</sup> and Wednesday 20<sup>th</sup> September 2024 in Koszalin, and with a thematic focus on ‘SME engagement in Public Procurement.’
- ) Our ULGs will continue to meet and share learning at the local level.

In addition to the above, we have already started to think about and explore what our final Network Results Product will look like. We are proposing to develop two outputs. The first would be a catalogue of Gender Considerations, Clauses and Criteria that can be included in Public Procurement. The second would be a step-by-step guide to including Gender Considerations, Clauses and Criteria across the ‘Cycle of Procurement’.



### SEE YOU NEXT TIME !

On behalf of Edgar, Joana, Sara, Vítor, João, Alice, Juliana, Sally, and Matthew, we look forward to keeping you updated on our future work as part of URBACT’s GenProcure APN.