



PARTNERSHIP AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY PANEL

CORPORATE PROCUREMENT STRATEGY 2019/20 TO 2022/23

REPORT BY HEAD OF CORPORATE SERVICES

A. PURPOSE OF REPORT

The report presents the draft Corporate Procurement Strategy 2019/20 to 2022/23.

B. RECOMMENDATION

It is recommended that the Panel considers and provide comment upon the content of the draft Corporate Procurement Strategy which is intended to be submitted to Council Executive for approval.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Procurement Reform (Scotland) Act 2014
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	The Strategy contains a range of performance indicators which will be used to monitor performance against the Strategy Outcomes
V	Relevance to Single Outcome Agreement	Supporting the delivery of outcomes at a local, council wide and partnership level.
VI	Resources - (Financial, Staffing and Property)	None
VII	Consideration at PDSP	Partnership and Resources PDSP 1 February 2019
VIII	Other consultations	Corporate Procurement Board

D. TERMS OF REPORT

Background

The Corporate Procurement Strategy 2019/20 to 2022/23 has been developed to support the delivery of the priorities in the council's Corporate Plan. The Strategy is intended to ensure that there is sound governance and a framework to help the Council meet national and local obligations, including targets defined by the Scottish Government.

The Strategy supports the council's vision for procurement to achieve superior procurement performance through advanced sustainable procurement practices for the benefit of the council and its stakeholders.

D.1 The Corporate Procurement Strategy Outcomes

The Corporate Procurement Strategy builds on previous strategies, with the actions and outcomes focusing on the delivery of sustainable, compliant, regulated procurement. There are five outcomes in the Corporate Procurement Strategy, as set out below:

1. Contracts

Outcome 1 is focused on ensuring that all spend that can be positively influenced by procurement activity has a corresponding contract and those contracts and their suppliers are managed effectively.

2. Compliance

Outcome 2 focuses on ensuring that all procurement activity complies with statutory and regulatory requirements and the council's standing orders.

3. Accessibility

Outcome 3 is focused on improving opportunities for procurement contract awards to supporting local businesses, micro and small and medium enterprises (SMEs), voluntary organisations, third sector bodies, supported businesses and social enterprises.

4. Community Benefits

Outcome 4 focuses on ensuring that the Council is committed to maximising the benefits to its community through its procurement activities and those contracts awarded. Community Benefit clauses are to be included as a consideration at a contract strategy stage, where relevant.

5. Sustainability

Outcome 5 is focused on ensuring that the Council is committed to maximising the benefits delivered from sustainable procurement through its procurement activities and those contracts awarded to achieve value for money on a whole life basis in terms of generating benefits, not only to the procuring organisation, but also to society and the economy, whilst minimising damage to the environment.

This Outcome also targets an increased percentage of council suppliers paying the living wage. It should be noted that the council is not authorised to enforce payment of the living wage by suppliers.

Each of the outcomes is supported by a range of activities and actions which will be progressed during the lifetime of the Strategy to support improvement in the Council's procurement capability, processes and performance.

D.2 Performance Scorecard and Reporting

Key measures of the success for each outcome have been identified and these will be used to track, monitor and report on performance throughout the lifetime of this strategy.

An annual review will be undertaken and reported to the council's Corporate Management Team and to the Partnership & Resources PDSP. This will include an update on the agreed performance scorecard and action plan and will also be published on the performance pages of the council website.

An end of strategy review will be undertaken in the final year of the strategy to report on the achievement in the outcomes and final position in the performance indicators (against the target) and the agreed actions.

D.3 Action Plan

There are 31 actions that have been identified to support the delivery of the Corporate Procurement Strategy outcomes. Progress in the actions will be included in the monitoring arrangements for the Strategy.

E. CONCLUSION

The Corporate Procurement Strategy 2019/23 provides a framework to support the Council to meet the requirements of national legislation whilst also enabling delivery of procurement which demonstrates best value, continuous improvement, sound performance management, partnership working, community benefits and sustainable development. Regular reporting on progress will be undertaken by the Corporate Procurement Board and Corporate Management Team.

F. BACKGROUND REFERENCES

Corporate Procurement Strategy 2013/18

Appendices/Attachments: 1

Corporate Procurement Strategy 2019/23

Contact Person: Angela Salmons, angela.salmons@westlothian.gov.uk, Tel 01506

Julie Whitelaw

Head of Corporate Services

Date of meeting: 1 February 2019