

Midlothian Council Procurement Strategy 2015-2018

Ciarán Morrison

Document reference number	DHI+DDMMYY+doctype+000X <i>DHI080516S0010</i> <ul style="list-style-type: none"> ○ E = exploratory report ○ L = lab report ○ F = factory report ○ S = summary document ○ LR = literature review ○ RR = research report ○ MR = market research ○ MAP = mapping ○ V=video ○ O= other
----------------------------------	---

Publication date	8/5/2016
Revision date	
Revision number	

Purpose of document	Summarisation of documents of high importance for the Business Case
Other detail (delete row if appropriate)	

Related projects	Names and doc reference numbers
Keywords	Procurement; Efficiency; Sustainable; Community; Local; Support; Service; Training;

Name of Strategy:	Midlothian Council Procurement Strategy 2015-2018
Date:	2015
URL:	https://digitalhealthinstitute.sharepoint.com/Exploratory/Shared%20Documents/Business%20Case%20-%20Strategic%20Documents/Procurement%20Policy%20Docs/Midlothian%20Council/Procurement_Strategy_2015_2018.pdf
Key words:	Procurement, Efficiency, Sustainable, Community, Local, Support, Service, Training
Why does this strategy exist? (what's the problem / opportunity this stems from)	The strategy aims to respond to new challenges facing the Midlothian Council these include reductions in public funding, increasing service user expectations, environmental and social challenges. Building upon the previous Midlothian procurement Strategy 2011-2014 the council aim to improve its procurement services in keeping with Scottish Government legislation.
Summary:	
Key goals and means to achieve them:	<p>Principle Objectives</p> <ul style="list-style-type: none"> - To support and stimulate the local economy through the use of the Council's considerable buying power <ul style="list-style-type: none"> o Aim is to increase % spend with local businesses through early engagement with local business in the procurement process and targeted training to enable business to be prepared for contract opportunities - The Procurement strategy will be a lever to support delivery of the Council's Corporate Social Responsibility <ul style="list-style-type: none"> o Aim is to provide benefits such as training, apprenticeships, and work experience, providing the Living wage, and reducing the council carbon foot print through contracting with local business whenever possible - To ensure effective procurement contributes to the wider efficiency savings targets of the Council

	<ul style="list-style-type: none"> ○ The aim is to focus procurement activity on cashable and non-cashable savings, through the challenging of existing service requirements and seeking innovative solutions for service needs <p>Underpinning these principal objectives, the strategy also aims to:</p> <ul style="list-style-type: none"> - Categorise areas of spend to achieve best value - Ensure compliance with all current EU and Scottish Government legislation (i.e. Procurement Reform 2014) - Protect public spending - Reduce bureaucracy to have simpler and transparent procurement decision making - Develop Purchasing systems and processes across the Council considering local and national Digital Strategy requirements, budget constraints and the need to ensure best value while reducing pay costs - Collaborating with other public sector organisations - Access national and arrange local contracts and framework agreements for goods, works and services - Report on progress towards the Scottish Government Best Practice Indicators for procurement <p>To achieve these objectives, the council has established the following principles:</p> <ul style="list-style-type: none"> - All procurement activity should be undertaken with the highest standards openness, integrity, transparency and accountability - Procurement activity should take into account the effects on local economy and supporting the well-being of Midlothian’s citizens - Procurement functions within the council will be managed centrally utilizing category management with Procurement Business Officers allocated to work services
--	---

	<ul style="list-style-type: none"> - Procurement will be assessed to ensure compliance with national standard - Procurement services will set its own performance indicators to monitor performance - Council will rationalize and streamline services to maximize efficiency and reduce bureaucracy - Staff will follow a defined set of procurement rules in order to ensure appropriate practices and processes are followed - Council will comply with all relevant legislation (Scottish and EU) - Council will aim to maximize benefits through complying with national and sectoral collaborative procurement frameworks where they represent best value - Council will regularly maintain and review its approach to local Procurement and Sustainable Procurement. - Will support local business through ongoing supplier development and adopting approaches to support local procurement - Achieve Scottish Living Wage Accreditation - The council will pay supplier invoices within 30 days, and encourage the same timeframe for all supplier contracts and their sub-contractors - The council will ensure no contracts are zero Hours Contracts and exclusivity clauses, while discouraging blacklisting
Expected outcomes:	To develop a procurement service that is high quality, fit for purpose and provides best value for the council and its communities. As well as establishing a Procurement service that is financially and environmentally sustainable and works in an ethical manner.
Key quotes:	“Every member of the community expects the Council to provide an efficient and cost effective public service, the focus on our commercial arrangements, procurement, supplier and contract management therefore continues to increase.”



Parent/child document (of what)?	Midlothian procurement Strategy 2011-2014, URL no longer available
---	--