

**Procurement Strategy 2019/20 and Sustainable Procurement Policy 2019/20 –
Draft documents and consultation**

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this paper is to seek approval for the draft revised Procurement Strategy 2019/20 and Sustainable Procurement Policy 2019/20.
- 1.2 This report outlines the requirement for the annual updates and the key changes that have been made to both the Procurement Strategy and the Sustainable Procurement Policy.
- 1.3 The first drafts of both documents were approved by the Procurement Board to go to consultation with key stakeholders and the public via a web-based survey. The consultation closed on 28th September.
- 1.4 This report recommends that Policy and Resources Committee note the key changes to the document and the outcome of the consultation and agree the documents to be submitted to Full Council for approval.
- 1.5 The final versions of the documents will be published on the Council's website in March 2019.

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2.0 INTRODUCTION

2.1 The purpose of this paper is to seek approval for the revised draft Procurement Strategy 2019/20 and Sustainable Procurement Policy 2019/20.

3.0 RECOMMENDATIONS

3.1 That Policy and Resources Committee note the key changes to the Procurement Strategy 2019/20 and Sustainable Procurement Policy 2019/20 and the outcome of the consultation.

3.2 That Policy and Resources Committee agree the revised draft Procurement Strategy 2019/20 and Sustainable Procurement Policy 2019/20 to be submitted to Full Council for approval.

4.0 DETAIL

4.1 The Council has a statutory requirement to update and publish both its Procurement Strategy and its Sustainable Procurement Policy on an annual basis following the key changes introduced by the Procurement Reform (Scotland) Act 2014 and the Procurement (Scotland) Regulations 2016.

4.2 The Council also has a requirement to consult with key stakeholder groups for both of these documents. This gives the Council the opportunity to raise awareness, attain buy-in, inform the contents of the documents and further develop engagement with key stakeholder groups.

4.3 Procurement Strategy

The Argyll and Bute Council Procurement Strategy 2019/20 will set out a framework which is designed to enable the Council to continue on its journey of change and innovation through:

- Building capacity and skills within the Council to continue to improve commissioning and procurement activity;

- Increasing the level of collaboration both internally, between service areas, and externally with other partner organisations;
- Engaging proactively with key suppliers through contract and supplier relationship management to ensure that we extract maximum value and innovation from our supply base;
- Focusing our commissioning and procurement activity on delivering improvements for the people and communities in Argyll and Bute;
- Working cooperatively in everything we do to support SMEs and the third sector;
- Ensuring procurement activity contributes towards the Council's general Equality Duty towards all stakeholders in Argyll and Bute and beyond.

4.4 Summary of key changes to the Procurement Strategy 2019/20

The Argyll and Bute Council Procurement Strategy 2019/20 has been updated from the previous version in the following areas, after internal and external research was undertaken and as a result of feedback received during the consultation period:

- The Strategy Rationale/Context has been updated to reflect the current context for this strategy;
- The Strategic Aims & Key Priorities section has been updated to reflect the Council's new Corporate Plan's outcomes and the Action Plan has been updated for 2019/20 and incorporated within this section;
- Procurement Strategies by Function have been updated to reflect the new Category structure within the team as well as current priorities and have been incorporated within the main body of the Strategy;
- The Financial Analysis section has been updated with 2017/18 figures and Key Performance indicators, now incorporated within this section, have been updated to reflect current figures and targets;
- The Policies, Tools and Procedures section has been updated with current links.

4.5 Sustainable Procurement Policy

The Argyll and Bute Council Sustainable Procurement Policy 2019/20 builds on existing sustainability practice. The policy covers the three strands of sustainability: environmental, social and economic and aims to meet the substantial challenges of balancing the complexities of sustainable procurement within today's economic climate and continued drive for best value.

4.6 Summary of key changes to the Sustainable Procurement Policy 2019/20

The Argyll and Bute Council Sustainable Procurement Policy 2019/20 has only had minor updates from the previous version, after internal and external research was undertaken and as a result of feedback received during the

consultation period:

- The Local Landscape and Sustainable Procurement section has been updated to ensure it is up to date.

- 4.7 No major amendments have been made to these documents this year, as due to the required publication timescales, the outcomes in relation to the previous Strategy's action plan will not be available until the 2020/21 strategy and policy development period. Therefore it is anticipated that although the Council is required to publish a Strategy annually, every second year (including 2019/20) only minor amendments will be made, to allow an informed decision making process to be undertaken for any significant changes.
- 4.8 The revised draft Procurement Strategy 2019/20 and Sustainable Procurement Policy 2019/20 are attached as Appendix 1.
- 4.9 The Stakeholder Consultation report details the outcome of the consultation. This is attached at Appendix 2 and will be published on the Council's website in order to provide feedback the consultees.

5.0 CONCLUSION

- 5.1 The Procurement Strategy and Sustainable Procurement Policy have been revised in line with the Council's statutory requirement to do so on an annual basis following the key changes introduced by the Procurement Reform (Scotland) Act 2014 and the Procurement (Scotland) Regulations 2016.

6.0 IMPLICATIONS

- 6.1 Policy – The Procurement Strategy and the Sustainable Procurement Policy are existing policies to which no major amendments have been made.
- 6.2 Financial – None at present
- 6.3 Legal – This paper ensures the Council meets the statutory requirement to update and publish both its Procurement Strategy and its Sustainable Procurement Policy on an annual basis.
- 6.4 HR – None at present
- 6.5 Equality and Socio-Economic Impact – None at present
- 6.6 Risk – None at present
- 6.7 Customer Service – None at present

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Appendixes

Appendix 1 – Draft Procurement Strategy 2019/20 and Sustainable Procurement Policy 2019/20

Appendix 2 – Stakeholder Consultation Report 2018

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4th October 2018