

**Procurement Strategy 2022/25 and Sustainable Procurement Policy 2022/25 –
Final documents and consultation**

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this paper is to seek approval for the final revised Procurement Strategy 2022/25 and Sustainable Procurement Policy 2022/25.
- 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 19th November 2021.
- 1.4 This report recommends that Policy and Resources Committee note the key changes to the documents and the outcome of the consultation.

The Strategy has been updated from the previous year as follows:

- Consultation questionnaire amended to include “don’t know”;
- The Strategy Rationale/Context has been updated to reflect the current context for this strategy;
- Section 3 – included new section - 7 priorities. Developed by the Scottish Government Procurement Directorate, which the PCCMT are required to incorporate into our work practices and report to the Scottish Government on our progress in delivering these priorities;
- The Strategic Aims, Key Priorities and Action Plan section has been streamlined;
- Section 5 – included new section – 5.3 Strategic Objectives and Action Plan which sets out three key strategic procurement objectives namely:
 - Legal compliance
 - Value for money
 - Empowering local suppliers
- The Procurement Strategy by Category section has been updated with current plans; and
- The Financial Analysis section has been updated with 2020/21 figures.

Following the consultation process, the Strategy has been amended in areas:

- Section 6 – The Procurement Strategy by Category section

Corporate & Education / Short/Medium Term Strategy (Page 26)

Catering Contracts: continue to assess the suitability of Scotland Excel frameworks in order to ensure best value is achieved, along with other priority aims outlined in this guidance such as:

- Work proactively to identify and support local food and drink suppliers to access the public sector market in Argyll and Bute.
- Explore opportunities to introduce dynamic procurement opportunities for food and drink where appropriate.

Corporate & Education / Longer Term Strategy (Page 27)

Catering and Cleaning: Provide procurement support for Catering and Cleaning development projects. Ensure all procurement practices support the requirements laid out in the current Programme for Government, including forthcoming requirements expected as part of the Good Food Nation bill, the Community Wealth-building bill and the extension of universal free school meals. Explore opportunities for increasing the provision of organic or agro ecologically sourced food and drink across all food and drink contracts.

The Policy has been updated from the previous year as follows:

- Section 5.1 Priorities – 3(e) Process (Page 53)

To provide procurement support to any strategic decisions taken by the Council in relation to the usage of Single Use Plastic products and their recyclability.

- 1.5 The final versions of the documents will be published on the Council's website in April 2022.

**Procurement Strategy 2022/25 and Sustainable Procurement Policy 2022/25 –
Final documents and consultation**

2.0 INTRODUCTION

- 2.1 The purpose of this paper is to seek approval for the revised final Procurement Strategy 2022/25 and Sustainable Procurement Policy 2022/25.

3.0 RECOMMENDATIONS

- 3.1 That Policy and Resources Committee note the key changes as detailed at Section 4.3 below to the Procurement Strategy 2022/25 and Section 4.5 to the Sustainable Procurement Policy 2022/25 and the outcome of the consultation.
- 3.2 That Policy and Resources Committee recommend to the Council agreement of the revised final Procurement Strategy 2022/25 and Sustainable Procurement Policy 2022/25 to be published on the Council's website in April 2022.

4.0 DETAIL

- 4.1 All public bodies with an annual regulated procurement spend of £5 million and above must produce a Procurement Strategy under Section 15 of the 2014 Act.

In terms of the Act, a public body which expects to have procurement expenditure of £5 million or more in the next financial year must, before the start of that year, either publish a Strategy, where one does not exist or review an existing strategy making such revisions to it as the body considers appropriate and publish its revised strategy.

For example, the Scottish Government published its reviewed Procurement Strategy on 24 March 2021 to cover the period from April 2021 to March 2023.

On publishing a revised Procurement Strategy, a public body must then notify Scottish Ministers by sending an e-mail to ProcurementStrategies@gov.scot with a link to where the revised strategy can be accessed.

Following discussions with Scottish Government and other procurement teams, we have drafted a 3 year Strategy which we will update on an annual basis. This ensures that we meet the various obligations set out in the Strategy in a timeously manner.

4.2 Procurement Strategy

The Argyll and Bute Council Procurement Strategy 2022/25 will set out a framework which is designed to enable the Council to continue on its journey of change and innovation through:

- Build capacity and skills within the Council to continue to improve procurement, commissioning and contract management activity;
- Promoting the benefits of early procurement engagement and innovation;
- Making sure we comply with our statutory procurement duties;
- Increasing the level of collaboration both internally, between service areas, and externally with other partner organisations;
- Making sure we continue to adopt a partnership approach between internal and external partners;
- Encouraging more innovative use of community benefits requirements and ensuring that community benefit outcomes have been achieved that deliver for our local communities;
- Engaging proactively with key suppliers through contract and supplier relationship demand management to ensure that we extract maximum value and innovation from our supply base;
- To enhance contract management throughout the Council to increase efficiency and deliver better value for money;
- Focusing our procurement activity on delivering best value improvements for the people and communities in Argyll and Bute;
- Working co-operatively in everything we do to support Small and Medium-sized Enterprises (SMEs) and the third sector organisations. Continue to improve access to public sector contracts, particularly for local SMEs, Supported Businesses, Social Enterprises, Co-operatives and Third Sector;
- Ensuring procurement activity contributes towards the Council's general Equality Duty towards all stakeholders in Argyll and Bute and beyond;
- Continuing to promote sustainability, fair work first practices and the importance of equality and equal treatment through procurement;
- Setting out clear and achievable strategic objectives which support delivery of the Council's wider goals and objectives; and
- Making sure we continue to investigate and develop purchase to pay systems to improve our procurement methods.

4.3 **Summary of key changes to the Procurement Strategy 2022/25**

The Argyll and Bute Council Procurement Strategy 2022/25 has been updated from the previous version in the following areas:

- Consultation questionnaire amended to include “don’t know”;
- The Strategy Rationale/Context has been updated to reflect the current context for this strategy;
- Section 3 – included new section - 7 priorities. Developed by the Scottish Government Procurement Directorate, which the PCCMT are required to incorporate into our work practices and report to the Scottish Government on our progress in delivering these priorities;
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Corporate & Education / Short/Medium Term Strategy (Page 26)

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- Work proactively to identify and support local food and drink suppliers to access the public sector market in Argyll and Bute.
- Explore opportunities to introduce dynamic procurement opportunities for food and drink where appropriate.

Catering and Cleaning: Provide procurement support for Catering and Cleaning development projects. Ensure all procurement practices support the requirements laid out in the current Programme for Government, including forthcoming requirements expected as part of the Good Food Nation bill, the Community Wealth-building bill and the extension of universal free school meals. Explore opportunities for increasing the provision of organic or agro ecologically sourced food and drink across all food and drink contracts.

4.4 **Sustainable Procurement Policy**

The Argyll and Bute Council Sustainable Procurement Policy 2022/25 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.

4.5 **Summary of key changes to the Sustainable Procurement Policy 2022/25**

The Argyll and Bute Council Sustainable Procurement Policy 2022/25 has been updated from the previous version in the following areas, after internal and external research was undertaken:

- Section 5.1 Priorities – 3(e) Process (Page 53)

To provide procurement support to any strategic decisions taken by the Council in relation to the usage of Single Use Plastic products and their recyclability.

4.6 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.

4.7 The Council also has a requirement to consult with key stakeholder groups for both of these documents. This also 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.

4.8 The Procurement Strategy 2022/25 and Sustainable Procurement Policy 2022/25 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 to the consultees.

5.0 CONCLUSION

- 5.1 The Procurement Strategy and Sustainable Procurement Policy are being 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
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 Fairer Scotland Duty:	
6.5.1 Equalities - protected characteristics:	None at present
6.5.2 Socio-economic Duty:	None at present
6.5.3 Islands:	None at present
6.6 Climate Change	None at present
6.7 Risk	None at present
6.8 Customer Service	None at present

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Date: 1st December 2021

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APPENDICES

Appendix 1:

Procurement Strategy 2022/25 and Sustainable Procurement Policy 2022/25

Appendix 2:

Stakeholder Consultation Report 2021