

Corporate procurement strategy 2020 – 2024

19 March 2020

Reference: SPCB(2020)Paper 16

Executive summary

1. The Procurement Reform (Scotland) Act 2014 places a statutory obligation on contracting authorities to publish their procurement strategy and to then monitor progress, review and publish an annual report.
2. The proposed Corporate Procurement Strategy for 2020-2024 (the Strategy) is set out at Annex A and the Corporate Body is invited to approve it.
3. This Strategy seeks to align our procurement activity to the needs and strategic approach of the organisation, and reflects the wider procurement context in Scotland. It seeks to build on achievements delivered to date and formalises our focus for the next 4 years.
4. Feedback from across the organisation has contributed to shape the aims and priorities of the Strategy.

Issues

5. Our Strategy will continue to uphold the principles of fairness, transparency, equal treatment and proportionality which, along with value for money and legislative compliance, underpin good public procurement.
6. While much has already been done to embed sustainability in our contracts, a key element of our Strategy will focus on the challenges of responding to climate change, particularly how our procurements will contribute to the organisation's response to the climate emergency.
7. Monitoring our supply chain remains a priority and we will continue working with our contractors to increase transparency and promote fair work practices and ethics within the supply chain.
8. The Strategy has been designed around the organisational Values and aims to:
 - Deliver contracts that withstand scrutiny through effective compliance, governance and accountability
 - Manage our resources efficiently and actively engage with our business partners to deliver sustainable contracts that support service delivery

- Contribute to the Parliament's response to the climate emergency and continue to promote sustainability through innovative procurement
- Develop our procurement and contract management skills base across the organization
- Embed our organisational Values in our team ethos and procurement activities
- Continue to identify risks and build resilience in our contracts
- Actively engage our contractors to improve contract performance, promoting sustainability, fair work and ethical practices
- Continue to work towards maximising access to our contracts for Small/Medium Enterprises, Supported Businesses and the Third Sector
- Increase Community Benefits delivered through our contracts

Resource Implications

9. The Strategy will be largely driven by Procurement Services and the activities delivered within Procurement Services' current staffing resources. Staffing commitment will be required across the organisation to embed sustainable thinking.
10. There are no financial resources directly attributable to the delivery of the Procurement Strategy. Any financial investments for sustainability improvements will be met through office budgets and the organisation's bidding process.

Governance Issues

11. Comments from the Leadership Group have been invited and will be addressed in the published document.
12. A procurement report showing progress against the Strategy will be published annually.
13. The Strategy will be reviewed annually to take account of emerging internal priorities and changes to the procurement landscape.

Publication Scheme

14. This paper and the Strategy can be published following agreement by the Corporate Body.

Next Steps

15. Any changes required following Leadership Group and SPCB review of the draft Strategy will be incorporated in the final document along with Gaelic translations of the headings and foreword.

16. The Strategy will then be published on the Scottish Parliament website by 31 March 2020.

Decisions

17. The Corporate Body is invited to approve the Corporate Procurement Strategy.

Procurement Services