

Procurement Strategy – Key aims, goals and actions

Aims / Goals	Key themes/enablers	Actions- The Council will:
<p>Achieve Savings and Efficiencies; Improve Value for Money</p>	<p>• Partnerships, Shared Services & Collaborative working</p>	<ul style="list-style-type: none"> ➤ Fully embrace the Shared Services, partnership and joint working culture at Member and Officer level. ➤ Actively lead and contribute to investigating Shared Services and joint procurement opportunities, repackaging and combining services where appropriate ➤ Pursue further partnering opportunities on construction-related contracts
	<p>• E- procurement/processes</p>	<ul style="list-style-type: none"> ➤ Use e-technology to ensure that processes operate efficiently both internally and with suppliers/contractors ➤ Use procurement cards for low value, high volume transactions ➤ Reduce transaction volumes and make the procure-to-pay cycle as efficient as possible
	<p>• Consortia/Approved Suppliers</p>	<ul style="list-style-type: none"> ➤ Seek to purchase all Goods and Commodities via PBOs (Professional Buying Organisations) or regional buying consortia ➤ Use only approved suppliers and avoid off-contract spend
	<p>• Developing Skills & Capacity</p>	<ul style="list-style-type: none"> ➤ Increase Member and officer skills, knowledge and awareness through appropriate training and advice ➤ Ensure the Procurement function and the Joint Procurement Officer exerts influence over all procurement activity

	<ul style="list-style-type: none"> • Governance and Scrutiny 	<ul style="list-style-type: none"> ➤ Through the Member Procurement Task Group and Officer Steering/Working Group, monitor and review procurement plans and activity ➤ Embed key procurement disciplines through Contract Procedure Rules and a Procurement Code of Practice ➤ Adopt clear option appraisal and business case approaches in making strategic procurement decisions ➤ Ensure that a forward plan of all renewable (and any other appropriate) contracts exists to enable the timely consideration of procurement options ➤ Apply best value criteria, not lowest price, in awarding contracts ➤ Undertake appropriate market testing for services and contracts ➤ Communicate procurement activity to Members and other key stakeholders via appropriate channels including websites
Support the Local Economy	<ul style="list-style-type: none"> • Small Business Friendly Concordat 	<ul style="list-style-type: none"> ➤ Ensure that all sectors of the economy are considered when undertaking Procurement, including SME's and local contractors/suppliers ➤ Widely advertise procurement opportunities, including on appropriate websites ➤ Update 'Selling to the Council' guide
	<ul style="list-style-type: none"> • Consortia/Approved Suppliers 	<ul style="list-style-type: none"> ➤ Liaise with local suppliers and contractors through the chambers of Commerce and other means to promote bidding/consortia approaches ➤ Encourage prime contractors to form consortia with SMEs and Third Sector Organisations when bidding for large jobs. Encourage prime contractors to include smaller organisations in their supply chain

	<ul style="list-style-type: none"> • Governance and Scrutiny 	<ul style="list-style-type: none"> ➤ Take opportunities to liaise with the local business sector, e.g. through Business Link, “Meet the Buyers” events etc. ➤ Will monitor spend on locally supplied goods & services, adhere to the Government’s ‘Small Business Friendly Concordat’, give appropriate consideration to the impact on local suppliers when procuring major contracts and services
Sustainability	<ul style="list-style-type: none"> • The Environment 	<ul style="list-style-type: none"> ➤ Ensure that sustainability is a factor considered in all Procurement decision-making ➤ Consider procurement options that reduce climate change and achieve carbon reductions ➤ Adopt "Green" Purchasing policies and actively endorse procurement of 'Fairtrade' products ➤ Only deal with contractors and suppliers who can demonstrate positive practice in relation to environmental management
	<ul style="list-style-type: none"> • Economic/Social 	<ul style="list-style-type: none"> ➤ Promote equalities in the procurement of goods, works and services ➤ Ensure equal opportunities in contract selection to businesses owned by all members of the business community ➤ Encourage the potential of the local business community that employ local labour ➤ Protect vulnerable persons and undertake rigorous healthy and safety checks when using contractors