CORPORATE PROCUREMENT STRATEGY

Executive summary

1. This note advises Leadership Group of the revised Procurement Strategy prior to its submission to SPCB for approval. The refreshed Strategy covers the period 1st April 2018 to 31 March 2020.

2. The current Procurement Strategy was agreed by Leadership Group and approved by the SPCB in December 2016. The procurement landscape has not changed in the last 18 months and significant areas of SPCB procurement are business as usual as they are key to a robust and compliant procurement function. The refreshed Procurement Strategy makes no change to our established procurement policies but in setting revised priorities and key activities takes account of emerging procurement issues and feedback from our customers.

3. Engagement for the refreshed Procurement Strategy was carried out with a number of Office Heads, colleagues from business areas and Procurement Services staff.

Issues

4. The priorities and key activities set out in the Procurement Strategy are essential to the delivery of our strategic aims and to the continued improvement of our procurement activity.

5. Legislative compliance is fundamental in the delivery of public contracts and there is strong expertise in the Procurement Services team in this respect. Therefore, whilst we will continue to maintain our knowledge and abide by procurement policies and regulations, our refreshed priorities are focused on the continuous improvement of our services, working closely with business areas, and adding value through the procurement process. We will achieve this through:

   • Supporting the delivery of contracts that fully meet the needs of our customers and assist in the achievement of their business objectives;
   • Challenging ourselves to think innovatively so that we can truly add value;
   • Continuing to improve our sustainable approach, in particular supporting the work of the Supplier Development Programme to raise opportunities for SMEs in SPCB procurement;
   • Embedding a practical tool to assist monitoring of our supply chain in respect of environmental, ethical and social matters, with a particular emphasis on fair work practices and human rights issues;
   • The efficient use of our procurement resources and the continued development of procurement skills.

Resource implications
6. Most key activities identified in the Procurement Strategy will be delivered by Procurement Services as part of our improvement programme. Although there are no direct implications regarding resources in the delivery of the Procurement Strategy’s activities, one of the key activities within the strategy is to review our resources and planning process to identify options to improve capacity and flexibility.

Dependencies

7. The continued support of colleagues throughout the Parliament will be required to deliver the Procurement Strategy.

Governance issues

8. The SPCB publishes its annual procurement report following the end of each financial year. The report must explain the extent to which the SPCB has complied with its Procurement Strategy.

9. Progress against the Procurement Strategy will be reported on a three monthly basis to the Group Head. The preparation and publication of a Procurement Strategy is mandatory where the overall value of contracts awarded in the year equates to £5 million or more. Compliance with this requirement will be included in the corporate compliance report where this threshold is triggered.

10. The refreshed Procurement Strategy will be reviewed following the initial 12 months to take account of emerging internal priorities and changes to the procurement landscape.

Publication Scheme

11. This paper should not be published until the refreshed Procurement Strategy has been approved by the SPCB and published.

Next steps

12. Comments from Leadership Group will be taken into account and the Procurement Strategy finalised. It will then be submitted to the SPCB for approval. A foreword from the Chief Executive and Presiding Officer will be inserted prior to publication on the Parliament’s website by 1st April.

Decisions

13. Leadership Group is invited to note the revisions to the Procurement Strategy and endorse the procurement priorities.

Procurement
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