



PROCUREMENT STRATEGY

Financial Years 2024/25 – 2025/26



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1) Introduction

This strategy sets out the vision and key objectives for procurement activity over the next two financial years for Dumfries and Galloway Council (from 1 April 2024 to 31 March 2025). This has been developed to ensure delivery of effective procurement, providing best use of public money, whilst taking account of Dumfries and Galloway Council's ("the Council") legal obligations, and delivery of local and national priorities across Dumfries and Galloway ("the region").

The Council spends in the region of £220 million per annum on buying goods, services and works. This gives procurement a vital role to play in helping to support the development and positive impacts on our communities, while also ensuring our contracts are efficient and deliver value for money.

The Council's vision for good procurement, ensures continued compliance whilst delivering the greatest value through commercial thinking at all stages of procurement and contract delivery. The key objectives reflect both national and local policies and priorities, in particular local economic growth, fair work practices, community benefit delivery and securing procurement savings.

Through ensuring effective procurement activity we will:

- Provide clear leadership, governance arrangements and influence for procurement, with developing procurement and commercial capabilities across the organisation.
- Deliver financially sustainable contracts, through competitive market conditions, contract management and reviews of requirements, specification and delivery models.
- Ensure a clear, proportionate, and fair process is available for access to public contract opportunities, which maximises the opportunities for local businesses;
- Develop our approach towards the Community Wealth Building procurement pillar;
- Maximise efficiencies and collaboration;
- Deliver procurement activity that aligns to Council priorities;
- Embeds sustainable procurement to contribute to the transition towards net zero, and
- Provides measurable procurement and contract delivery performance information.

2) Procurement Vision and Mission Statement



The Council's vision is to be a **successful region**, with a **growing economy** based on **fairness, opportunity** and **quality public services** where all citizens prosper. Working in partnership, with **connected, healthy** and **sustainable communities**. The region will be the **natural place to live, work, visit and invest**.

The following mission statement and vision for procurement within the Council have been established to ensure procurement plays a role in supporting delivery of the overall Council vision:

Procurement Mission Statement:

"To provide strong leadership in the procurement process through knowledge, teamwork and communication with the aim of improving efficiencies, delivering cost savings, ensuring value for money, promoting innovation, creating opportunity for community wealth, embedding sustainability principles and ensuring transparency and fairness of Council business for the supplier community."

Procurement Vision:

"Procurement is considered a strategic service within the Council who provide innovative solutions to meet the Council's priorities and ongoing financial pressures who work with partners across the region to achieve the best value solution to deliver the services to the citizens of Dumfries and Galloway."

This vision and mission statement will enable us to demonstrate that our money is spent wisely. The Corporate Procurement Team will work closely with economic development partners and service areas throughout the Council to promote Council Procurement activity as a mechanism to support growth of the local economy and to maximise community benefits and the wider impacts of the procurement spend.



3) Procurement Strategy Rationale and Context



The Council's procurement activity is governed by a legislative framework which sets out how we buy goods, services and works and general duties which we must observe. The Procurement Reform (Scotland) Act 2014 provides direction to public bodies and sets out procurement responsibilities and accountabilities. Specific obligations are also set out under the Public Contracts (Scotland) Regulations 2015, the Public Contracts (Scotland) Regulations 2016 and the Concessions Contracts (Scotland) Regulations 2016.

This legislative framework is supported with guidance and best practice from the Scottish Government on areas such as prompt payments in the supply chain and fair working practices alongside the wider Scottish Government Procurement Journey handbooks.

Dumfries and Galloway Council meets its statutory responsibilities through implementation of the Council's Procurement Standing Orders, Sustainable Procurement Policy and Contract & Supplier Management Policy alongside the guidance and best practice considerations issued by Scottish Government.

The legislative framework has and continues to influence both how the Council procures and how it accounts for and engages with the public on procurement matters and provides many opportunities to support delivery of the Council's corporate aims and objectives, including supporting economic growth with greater transparency and improved access to contracts.

The Council's Procurement Team will continue to lead on the development of procurement and commercial skills and capabilities across the Council, also ensuring that any officers responsible for undertaking activity under any delegated procurement authority are appropriately skilled and informed of the relevant legislative and Council's Procurement Standing Order obligations. This organisational wide understanding will ensure all procurement activity is aligned with the strategic procurement direction set for the Council. Where such training and understanding is evidenced with a positive compliance culture, delegations of procurement shall be returned on a service-by-service basis with clear monitoring arrangements established and activity overseen by the corporate procurement team, as they continue to support with provision of professional advice.

This procurement strategy provides a clear strategic plan and focus for the Council's procurement activities within the context in which the Council works, which ensures value for money and sets out how use of our procurement spend can directly contribute to the broader aims and objectives of the Council and our community partners. In doing this, the strategy sets out how the Council will carry out its regulated procurements for the current and next financial year and aims to promote efficient procurement across all

areas of the Council. As the Council continue to operate in an increasingly complex and challenging environment, whereby we have increasing and changing demands and continuing pressure on the funding we have available, procurement spend needs to contribute to the Council's vision and generate cashable savings and lead and support on the delivery of transformational change projects which will protect the delivery of front-line services that meet the needs of our communities.



4) Council Plan

Dumfries and Galloway Council have developed a five year plan (“the Plan”) which covers the period from 2023 – 2028. The plan sets out the vision and strategic outcomes that the Council wants to achieve over these five years. It will guide activity across the Council and focus on how we will deliver better outcomes for the citizens and communities in Dumfries and Galloway.

An overview of the themes and strategic outcomes of the Plan are summarised in the Plan on a Page provided below:

Council Plan on a Page

VISION: Our ambition is to be a **successful region**, with a **growing economy**, based on **fairness, opportunity** and **quality public services**, where all citizens prosper. Working in partnership, with **connected, healthy** and **sustainable communities**.

The region will be **the natural place to live, work, visit and invest**.

Principles

Safeguard our future

- Address the climate emergency
- Protect our natural capital

Support our citizens

- Put customers at the heart of services
- Support the most vulnerable and in need
- Address inequalities
- Offer digital services

Support our communities

- Empowering communities and individuals
- Work in partnership
- Focus on local and place
- Invest to enable change

Be a responsive Council

- Communicate openly
- Maintain high standards
- Maintain sustainable finances
- Make best use of resources
- Be organised to deliver

Themes and Strategic Outcomes

Economy

- There is a diversified and growing local economy that benefits all
- Our workforce and their skills base are growing
- Rural communities and places are vibrant and thriving
- Enhancing the region's natural capital benefits local communities and businesses
- Businesses are supported to start and grow
- Investment in the region benefits communities and the local economy

Travel, Connectivity and Infrastructure

- Roads, paths, cycling and walking networks in the region are improved
- Communities are protected from the impact of floods
- Sustainable travel in the region contributes to net zero²
- The Council is a low carbon organisation
- People have access to services that are modern, efficient and responsive
- Digital connectivity supports thriving rural communities

Education and learning

- Places of learning are inclusive, sustainable and meet the needs of local communities
- We get it right for every child
- Children, young people and adults transition successfully through all life stages
- Young people and adults succeed in what they want to achieve
- Participation in creativity and play is part of early and lifelong learning experiences
- Local people can build their skills and confidence

Health and Wellbeing

- Prevention and early intervention assist people to have independent lives
- Access to personal support and care helps keep people safe
- People are active, resilient and improving their health and wellbeing
- Help is provided to tackle the causes and effects of poverty, inequality and increased cost of living
- People have access to high quality, affordable housing that supports their independence, prosperity and wellbeing

A copy of the full Council Plan can be found via this link:

[Dumfries and Galloway Council Plan 2023 - 2028 \(dumgal.gov.uk\)](https://dumgal.gov.uk/council-plan-2023-2028)



5) How will Procurement Support the Council's Principles, Themes and Strategic Objectives

As set out at Section 4, the Plan sets out four key principles for the Council. This section explains how procurement will proactively deliver outcomes and activities under these principles:

Safeguard our Future

- Influence the if, what, how and how much the Council buys, making recommendations to support a circular economy and to contribute to the Just Transition and longer-term climate ambitions.
- Consider the life cycle of all goods, services and works and assess the climate impacts on these.
- Work with supply chains to innovate and deliver alternative more carbon neutral solutions.
- Introduce appropriate infrastructure and supply chains to deliver to support the Just Transition.
- Through use of the Scottish Government's online sustainable tools, we will have a clear prioritisation framework of category spend areas that can have the greatest influence and focus procurement efforts on these areas.

Support our Citizens

- Support in ensuring effective design and works to support the Council's investment in creating schools which are fit for the 21st century;
- Support children to be healthy and active when developing and implementing actions from a catering procurement strategy which meets nutritional requirements set out by the schools (Health Promotion and Nutrition) (Scotland) Act, aiming to improve health and reduce obesity by producing meals using fresh, seasonal and traditional produce when available;
- Working with Skills Development Scotland and Education to promote careers in sectors with current or planned skills shortages to support children to make the right choices aligned to future career opportunities;
- Through development of appropriate community benefit clauses, provide work experience placements, school talks and other learning opportunities to meet curriculum and individuals' career objectives; and

- Continue to support and actively participate in the Council's Graduate Programme and / or Modern Apprenticeships by developing suitable placement opportunities for young people within the procurement team.
- Developing and improving the quality and consistency of health and social care services provided to children and adults in the region, including through the procurement support delivered to the Integrated Joint Health Board with NHS Dumfries and Galloway and in our work alongside Third and Independent Sector and our local communities.
- Working with others to improve health by recognising the importance of the role procurement and commissioning play in identifying, agreeing and implementing service changes.
- Through development and execution of Market Facilitation Plans for the care sector; develop capacity within the private sector and third sector to meet increasing demand on services and the provision of care.
- Encourage innovation and alternative ways of meeting the needs of our residents.

Support our Communities

- Consider and develop the skills and availability of goods, services, and works across the local supply chain;
- Engage with the local supply base to understand key barriers to delivering Council services in relation to infrastructure and think creatively around solutions to minimise such barriers;
- Encourage fair work first employment practices, particularly with local suppliers;
- Continued simplification of tender documents to ensure the procurement process is proportionate and easy to navigate;
- Consider lotting strategies for all contracts, giving cognisance to accessibility of contracts for SMEs and Micro Businesses. This will be documented in all contract strategies which will be prepared in advance of procuring all regulated contracts;
- Deliver an effective programme of supplier engagement and events across the region aligned to forthcoming contract and supply chain opportunities, supporting our local small and medium sized business and micro businesses to meet their growth potential;

- Make the region an attractive place to do business, for example including through taking opportunities to include climate change mitigation and adaption when developing specifications for contracts;
- Work with communities in the ongoing development of the community wish lists for community benefits, used to improve the local communities in the region.
- Use of community benefits clauses and approaches to help improve the level of skills within our communities and workforce; and
- Strongly encourage Fair Work First and evaluate the commitments to ongoing employment conditions for suppliers tendering to deliver contracts for the Council.
- Place the needs of the community and service users at the centre when defining the need for contract requirements.
- Consider community empowerment as a delivery model for appropriate services.

Be a Responsive Council

- Work with community planning and other key partners to identify and target community initiatives that can be supported by our procurement workplan.
- Develop and deliver against procurement savings which contribute to the Council's financial position, whilst fostering a commercial thinking culture.
- Ensure continued fair, open and equal access to opportunities for all interested parties for contract opportunities.



PROCUREMENT OBJECTIVES AND KEY PRIORITIES

The Council have the following specific procurement objectives and priorities:

1. Effective Leadership, Compliance and Governance

Aims:

Ensure procurement activities are fully aligned with the Council's corporate priorities and objectives, as outlined above.

Adherence with the requirement of the Procurement Reform (Scotland) Act 2014 and associated regulations.

Provide and embed a proportionate and consistent approach to contract and supplier management which ensures outcomes are achieved and wider benefits maximised through delivery of Council contracts.

Ensure continued compliance with Procurement Standing Orders across the Council, supporting the return of delegated procurement authorities for low value procurement activities.

Embedding the new structure and working arrangements for the new permanent corporate procurement team and associated delegations.

Ensure the impact on rural regions is considered and influence at a national level, including in the development of policies, guidance and new approaches through Scotland Excel and Scottish Government for procurement.

Provision of robust governance and reporting arrangements for procurement activity.

Contribute to the management of the Council's legal, financial and reputational risks.

How will we do this?

Ensure adequate resource and governance arrangements are in place to provide a procurement influence on all spend and a procurement lead on regulated procurement activity.

As we automate in our ordering and payment processes across all areas of the Council, we will build in procurement compliance checks to disable the opportunity to be non-compliant.

Provide quarterly performance updates to elected members and publish an annual procurement report on the Council's website.

Implement the contract and supplier management strategy which provides clear roles and responsibilities across the Council and supporting documentation.

Continue to provide procurement training to all relevant officers across the Council, ensuring proportionality and concentrated effort for key members of procurement staff.

Dumfries and Galloway are represented on national procurement forums and consultations.

Utilise the Scottish Government's competency framework to assess the current competence of procurement staff and to identify training needs.

What will achievement of this look like?

- Procurement is prominent within the Council and is represented and discussed at a senior level.
- A fit for purpose procurement structure is in place.
- Procurement activity will comply with statutory and regulatory requirements.
- Mitigation against legal challenge of a Council procurement process.
- Procurement policy, process and documentation reflects legislative requirements and is aligned to the Council's priorities and the Council plan.
- Effective contract and supplier management processes are being applied to improve compliance and deliver effective outcomes, including savings.
- Regular reporting is provided, highlighting successes and any key risks for the Council in relation to procurement activity.
- Suitable electronic procurement systems are utilised to deliver benefits to the Council and suppliers.

2. Efficient Procurement Processes Delivering Value to the Council

Aims:

- Ensure the Council's procurement activity is carried out as efficiently as possible to achieve optimum value for money.

- Identify and deliver key improvements which will enable procurement & commissioning to be utilised as a catalyst for change to assist in delivery of the Council's objectives and significant financial savings supporting the Council's budget saving requirements.
- Maximise collaborative opportunities.

Improved procurement and commercial capabilities.

How will we do this?

- By challenging the status quo and managing demand.
- Contract strategies developed will be based on the needs of the Council's customers and will take cognisance of market engagement undertaken and provide pricing structures that deliver financial savings. Contract strategies will inform how we will procure contract requirements will be prepared for all regulated contracts.
- Share lessons learned / best practice and develop a possible work stream of collaborative procurement opportunities with other public sector organisations, following a review of spend.
- Adopting a collaborative approach to deliver economies of scale.
- Review current procurement, ordering and payment processes to identify opportunities for efficiencies and automation.
- Continually improving the model used to track both financial and sustainable benefits delivered through our contracts.

- Identify and utilise more effective commercial evaluation models to ensure best value is achieved. This will include promoting the use of open book costings and whole life / acquisition costs for all appropriate contracts.

What will achievement of this look like?

- Cashable savings through procurement will be delivered to meet the annual targets for procurement savings.
- Added value, including capital project financial savings and cost avoidance, will be delivered and reported.
- Benefits resulting from collaborative opportunities will be reported.
- Procurement activity will be conducted by adequately skilled and experienced officers.

3. Support the Council's Journey to Net Zero

Aims:

- Make more sustainable choices, which will include reviewing existing requirements and specifications to identify more sustainable ways of meeting our needs and designing sustainable procurement specifications accordingly.
- Compliance with the Sustainable Procurement Duty.
- Promote sustainable procurement, selling the benefits that can be achieved through early supplier involvement, whole life costings (considering capital purchase price, cost to operate / maintain and disposal costs) and exploring innovative solutions.

- Sustainability is embedded within procurement in a proportionate manner.
- Procurement is supporting delivery of the Council's corporate priorities and objectives, as outlined above.
- Our contracts that we award not only provide best value but also deliver wider social, economic and environmental benefits across the region.
- Influence scope 1, 2 and 3 emissions.

How will we do this?

- Embedding of the Council's Sustainable Procurement Policy.
- Full utilisation of the Scottish Government's sustainable prioritisation tool to identify priority commodities / categories of spend based on risk and opportunity to deliver sustainable outcomes.
- Expanded use of the Scottish Government's Flexible Framework Self-Assessment Tool to assess and monitor the level of performance of sustainable procurement across the Council. This will also be informed through the PCIP assessment criteria. The Flexible Framework Self-Assessment provides an action plan to support continuous improvement of sustainable procurement.
- Procurement is a proactive member of the Council's Net Zero working group.
- Develop robust commodity and contract strategies that consider sustainability.

- Record and track benefits committed and achieved and provide regular reporting of these outcomes.

What will achievement of this look like?

- Compliance with the Sustainable Procurement Duty.
- Improvement in the Council's sustainable procurement performance / FFAT score.
- Increased performance and sustainable procurement outcomes, both environmental and social-economic.
- A robust tracking and reporting process is in place for benefits achieved.

4. Support Community Wealth Building and Local Economic Growth

Aims:

- Consider approaches to increase the opportunities available and promote all contract opportunities to relevant local suppliers which in turn can support local economic growth.
- Establish a community wealth forum for Dumfries and Galloway.
- Secure wider social, economic and environmental benefits for the local areas and ensure those benefits are realised.
- Strong engagement with the supplier and support through Supplier Development Programme.

How will we do this?

- Deliver a programme of supplier engagement events, targeting SMEs, Micro Businesses and third sector where possible.
- Early consultation with suppliers and communities / service users to inform our procurement strategies for relevant contracts.
- Working closely with economic development partners and Council services to shape new or to diversify existing businesses to be ready for current and forthcoming opportunities, including for Just Transition to Net Zero.
- Review opportunities to collaborate on work programmes and community benefits across the region with Community Wealth Anchor Institutes, listening to the local business sector through the creation of a Community Wealth Regional Forum. This forum can also be used to provide consistency in approach, around community benefits and local supply opportunities.

What will achievement of this look like?

- Effective CWB regional forum is established and delivering needs and wishes of communities.
- Increased contract opportunities available for local businesses.
- Increased local spend.

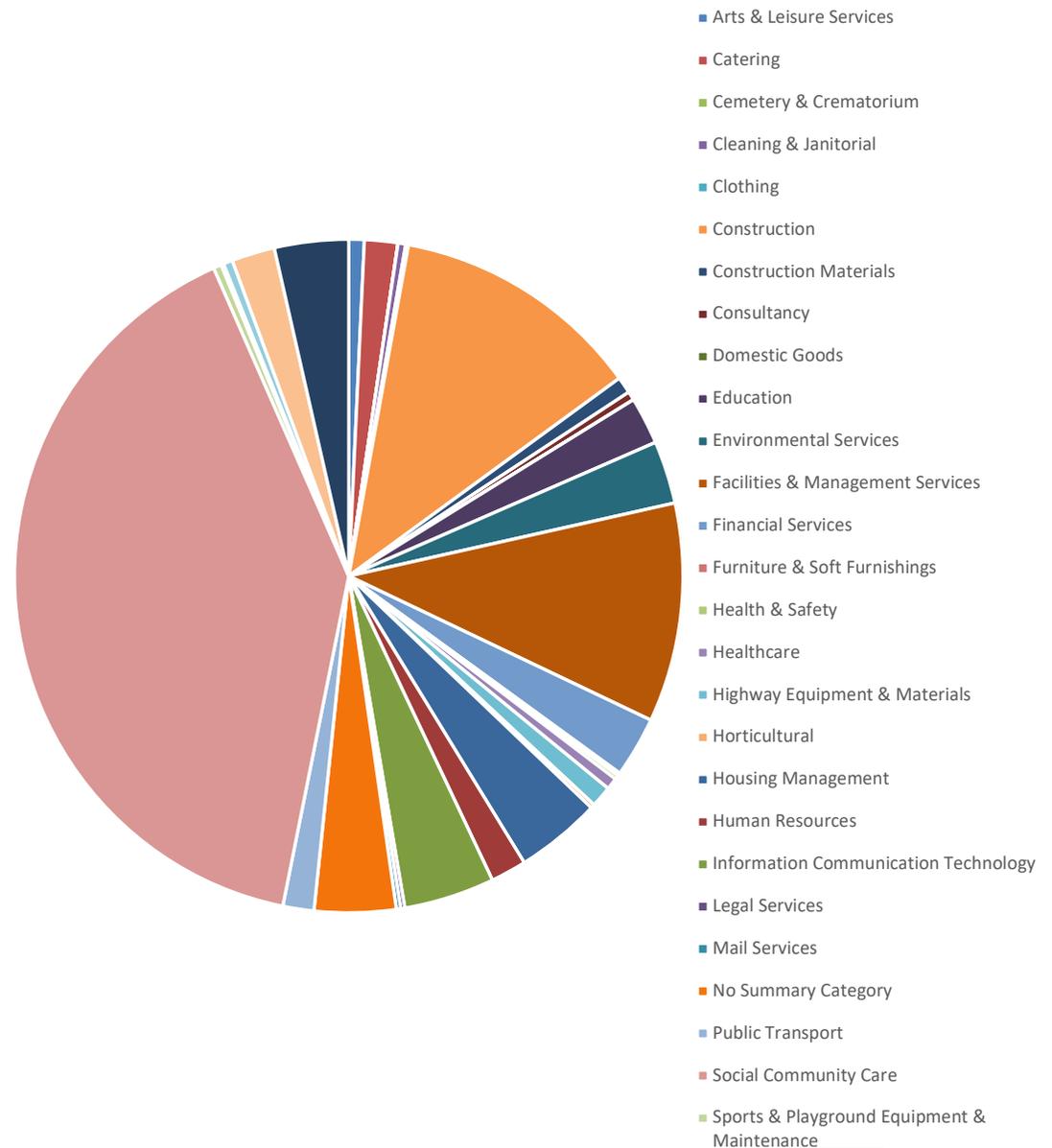
6) Spend Profile

The Council's procurement spends, identified in Section 1 (approx. £220M per annum) is spent on a range of goods, services and works.

The Council have adopted a category management approach to procurement with requirements aggregated and procurement leadership assigned to a category lead within the procurement team based on a list of established commodities.

A breakdown of the Council's spend by commodity (based on supplier) is displayed in the graph to the right:

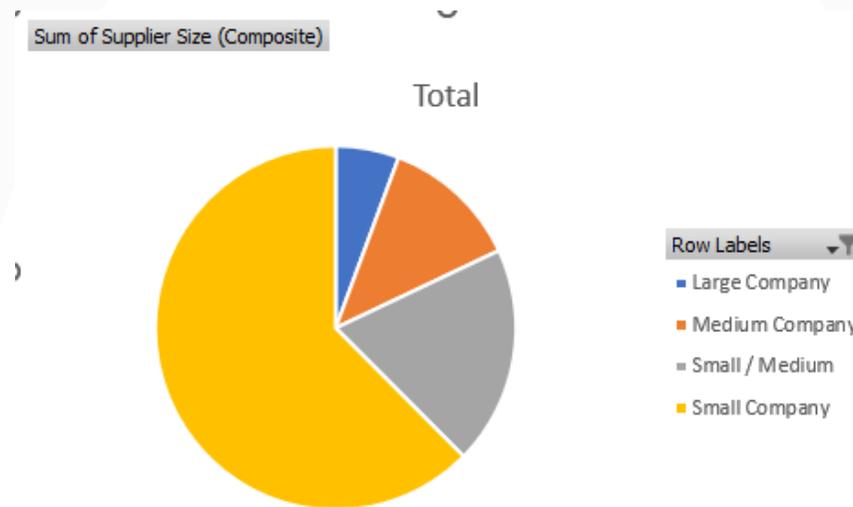
Percentage Breakdown by Commodity



Appendix 2 provides a high level summary of the key priorities for each procurement category over the Strategy period.

As set out in the earlier sections of this strategy, the Council are committed to continuing to use its purchasing power to positively contribute to the local economy, which is predominately made of Small and Medium Sized Enterprises (SMEs) and Micro Businesses. A breakdown of the current spends by region and supplier size based on the last financial year (22/23) is noted below and we strive to improve upon this level of spend with local SME's and Micro Businesses:

Breakdown of spend by supplier size



Scottish Based Supply Chain

Area	No. of Suppliers	% of Supply Chain	Total Spend	% of Overall Spend
Local Suppliers (D&G)	209	31.4%	£56,063,305	28.2%
Rest of Scotland	157	23.6%	£43,359,552	21.8%
Grand Total	366	54.8%	£99,422,857	49.9%

7) Monitoring, Review and Reporting

A range of meaningful key performance indicators shall be agreed with the relevant committee responsible for procurement, through quarterly performance reporting. Indicators will monitor activity against the following key themes:

- Community Wealth Building impacts, including levels of procurement spends within the local economy and fair work first outcomes
- Level of compliant procurement spend
- Support provided through a supplier engagement programme
- Training and development of the procurement capabilities across the Council
- Sustainable procurement outcomes

The objectives and outcomes to be achieved will be monitored via an action plan, provided at Appendix 1.

Regular progress of this action plan will be monitored and managed by the Procurement and Commissioning Manager, Chief Financial Officer and Executive Director of Enabling & Customer Services, who shall incorporate updates on progress in the quarterly procurement performance reports to the Council's relevant Committee with procurement responsibility.

Delivery of this action plan will demonstrate effective implementation of this Corporate Procurement Strategy.

An annual report of procurement activity will be published as soon as is reasonably practical following completion of the financial year.

This Strategy will also be reviewed on an annual basis to ensure continued alignment with the Council's priorities and objectives.



8) Policies, Tools & Procedures

1. Policies

The Council operate within a defined set of policies and strategies in relation to procurement which are published on the Council's website: <http://dumgal.gov.uk/article/15191/Council-contracts-and-tender-opportunities>.

In addition to these procurement policies, procurement activities are also governed through the following relevant council policies:

Anti-Poverty Strategy: <http://www.dumgal.gov.uk/article/15791/Tackling-poverty>

Health and Safety Policy:

<http://sharepoint.dgcouncil.net/sites/chasm/Section%202%20%20Council%20Policy%20Plans%20Organisation%20and%20R/Dumfries%20and%20Galloway%20Council%20Health%20and%20Safety%20Policy.pdf>

Equality and Diversity Policies: <http://www.dumgal.gov.uk/article/15138/Equality-and-diversity>

Carbon Management Plan:

[Climate Emergency - Dumfries and Galloway Council \(dumgal.gov.uk\)](http://dumgal.gov.uk/article/15139/Climate-Emergency-Dumfries-and-Galloway-Council)

Financial Regulations and Codes: <http://dumgal.gov.uk/article/15139/Financial-regulations-and-codes>

3. Procedures

The Council will continue to follow the Procurement Standing Orders, Sustainable Procurement Policy and Contract & Supplier Management Strategy for all contracts for goods, services or works across the Council.

2. Tools

The Council currently use and will continue to use as many of the tools available to us to as is practical to support delivery of this Procurement Strategy, this includes:

- The Scottish Government's Procurement Journey (<https://www.procurementjourney.scot/>) which supports all levels of procurement activity and facilitates best practice and consistency across public sector procurement activity in Scotland.
- The Council's Procurement SharePoint site and houses the updated and continued improvements to the Council's procurement policies, tools and templates and supports the embedding of appropriate elements of the Scottish Government Procurement Journey ([Procurement Site - Home \(sharepoint.com\)](http://sharepoint.com)).
- The sustainable procurement tools provided by Scottish Government including: (<https://www.gov.scot/Topics/Government/Procurement/policy/corporate-responsibility/Sustainability/ScottishProcess/SustainableProcurementTools>):
 - Flexible Framework Self-Assessment Tool.
 - Sustainability Prioritisation Tool
 - Sustainability Test

9) Strategy Appendices and Ownership

The following appendices are provided:

Appendix 1 – Action Plan

This Corporate Procurement Strategy is owned by the Executive Director of Enabling and Customer Services:

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Dumfries
DG1 2DD
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Appendix 1 – Action Plan

Action Ref No.	Proposed Action	Financial Year	Owner	Status
Effective Leadership, Compliance and Governance				
001	Development of procurement team and wider recruitment exercises to support implementation of the approved permanent procurement service structure.	2024/25 and 2025/26	Procurement and Commissioning Manager	
002	Return of procurement delegations for low value procurement activity with robust monitoring and escalation arrangements to be in place and well established.	2024/25	Procurement and Commissioning Manager / Procurement Team Leader / All Heads of Service and Assistant Directors	
003	Provide an ongoing programme of training for procurement, commercial and contract / supplier management.	2024/25	Procurement Team Leader	
004	Maintenance of contract information within payment systems and adherence to the Council's Purchase to Pay policy.	Ongoing	Procurement & Commissioning Manager / Financial Transactions Manager	
005	Work with relevant service colleagues to implement change to ensure consistency in approach for areas that are not yet adopting the corporate ordering system and processes.	2025/26	Chief Financial Officer / Procurement and Commissioning Manager / Relevant Heads of Service and Assistant Directors	

006	Provide quarterly performance updates to elected members and publish an annual procurement report on the Council's website.	Ongoing	Procurement Team Leader	
007	Re-establish the Procurement Officers Group based on the Council reshape to ensure appropriate representation and input	2024/25	Procurement and Commissioning Manager	
008	Review the contract and supplier management strategy and embed this with clear roles and responsibilities.	2025/26	Procurement and Commissioning Manager	
009	Update the DGC Profile for the Scottish Government Competency Framework to reflect the updated procurement structures.	2024/25	Procurement and Commissioning Manager	
Efficient Procurement Processes Delivering Value to the Council				
010	Actively contribute and influence the Solace and Improvement Service Procurement Workstream for savings with development and delivery of businesses cases as appropriate and relevant	2024/25 and 2025/26	Procurement and Commissioning Manager	
011	Develop and deliver a programme of procurement savings, ensuring delivery of the procurement savings target	2024/25 and 2025/26	Procurement and Commissioning Manager	

012	Introduce an indexation model to inform commercial risk and considerations in contracting strategies and approaches	2024/25	Procurement and Commissioning Manager	
Support the Council's Journey to Net Zero				
013	Refresh of the sustainable procurement prioritisation model	2024/25	Procurement Team Leader	
014	Completion of the flexible framework self – assessment tool for sustainable procurement and delivery of the action plan resulting from this assessment	2024/25 and 2025/26	Procurement Team Leader	
015	Sustainable impacts reporting model developed and introduced	2024/25 and 2025/26	Procurement Team Leader	
Support Community Wealth Building and Local Economic Growth				
016	Establish a Community Wealth regional forum which will include an additional remit for community benefits	2024/25	Procurement Team Leader	
017	Delivery of supplier engagement programme	2024/25 and 2025/26	Procurement and Commissioning Manager	
018	Review of procurement spend and local supply opportunities	2024/25	Procurement and Commissioning Manager	

Appendix 2 – Category Overviews

People and Projects

The People and Projects procurement category covers social care, education, transport, playparks, and projects.

Projects are in the main, requirements that are tied to external funding received into the Council for specific purposes, examples include Borderlands, Employability Services funded through No One Left Behind and SPF, Transport Levelling Up Funding requirements etc.

Key priorities for the category area over the next two financial years include:

- Completion of Third Sector contracts review with the Health and Social Care Partnership (HSCP): This has been a project undertaken through delegation from the HSCP to ensure appropriate contractual mechanisms are in place for Third Sector Providers whilst ensuring value for money service requirements aligning to the Delivery of the Dumfries and Galloway Health and Social Care Partnership's Strategic Commissioning Plan 2022-25 ([IJB-Strategic-Commissioning-Plan-2022-2025-1.pdf](https://www.dghscp.co.uk) ([dghscp.co.uk](https://www.dghscp.co.uk))). The Integrated Joint Board (IJB) has worked with a wide range of people across Dumfries and Galloway to co create the vision: "People living happier, healthier lives in Dumfries and Galloway". The Strategic Commissioning Plan aims to promote and support fundamental shifts in thinking and approaches to deliver this vision.
- Continuation of working with the Health and Social Care Partnership to deliver engagement with Dumfries and Galloway Third Sector Interface to allow collaborative workshops and training sessions to be undertaken.
- Collaborative development with Children and Families Social Work Services to establish a Commissioning Plan to meet the Children's Services Plan 2023-2026 which sets out our vision and commitment to improving the lives of children, young people and their families in Dumfries and Galloway. Procurement and Children and Families Social Work Services will collaboratively work together to enable review and retender of services to protect most vulnerable in Dumfries and Galloway region.
- Developing outcomes-based contracts following The Independent Review of Adult Social Care recommended that commissioning and procurement of social care needs to move away from contracting through price based competitive tenders to commissioning for outcomes. Social care contracts will move to outcomes for individuals and not 'time and task'. Contracts for social care will be more individualised and bespoke to enable support to meet the person's outcomes and needs. Ethical procurement of social care will be based on more collaborative approaches to contracting and involve families and supported people and providers in the process.

- Work has been taking place across 2023/24 focused on meeting the health and social care needs of the communities within Dumfries and Galloway. A main concern is intermediate care, which is the care people require which takes place in between the two acute hospitals – Dumfries and Galloway Royal Infirmary and Galloway Community Hospital – and what someone is able to manage in their own home. To support Right Care Right Place, elements around respite care, palliative care, end of life care, step up and step-down care, and the roles of care homes and cottage hospitals. Flexible approaches to intermediate care have been developed which will allow for commissioning beds within communities to serve a range of needs.
- Completion of the Transport Network Review will allow the Council to redevelop and redesign transport delivery models to offer a more sustainable public and school transport network. Actions needed to deliver a sustainable network require careful planning and effective engagement with Operators across the Region.
- Work to establish suitable framework solutions for employability and skills services. Dumfries and Galloway's Local Employability & Skills Partnership (DGLEP) has a vision that by 2025 Dumfries and Galloway will have a collaborative, effective and easily understood employability and skills system focused on positive outcomes which are person-centred and provide pathways to sustainable and fair work linking with local and nation strategic content and policy.

Roads

Following the commitment made by Full Council as part of the budget setting on 28 February 2023, there is a significant investment in the region's roads being made which equates to more than £30m (40% more than existing investment) of additional funding over the next five years. Roads contractor engagement sessions have taken place and informed a wider roads procurement strategy, delivery of this will be a key priority to support the delivery of this investment in roads and infrastructure.

Construction

Construction continues to be a challenging area, while market material costs are settling, their availability and delivery are still challenging build projects as is the availability of suppliers bidding for Council contracts. The continuous Programme of Meet the Buyer Events together with market engagement and use of procurement tools such as a Prior Indication Notice (PIN) help inform and engage with upcoming opportunities.

Procurement will be key to ensuring the Council continue to deliver their capital programme for construction and infrastructure projects.

Waste

The Council have an approved Waste, Recycling and Re-use Strategy for 2023-2030 which sets out five key themes:

- Theme 1 Waste Prevention, Reuse and Recycling,
- Theme 2 Optimising our Kerbside Collections,
- Theme 3 Household Waste Recycling Centre and Bring Bank Customer Experience and Efficiency,
- Theme 4 Optimising our Processing of Residual Waste,
- Theme 5 Maximising Efficiency.

Procurement will support delivery of the strategic aims under these themes over with delivery of contracts in a number of areas including development of a new Zero Waste Park, investment in fleet and infrastructure and looking at the development of appropriate offtakes that promotes recycling.

Corporate Indirect

Corporate Indirect Category encompasses a wide range of goods and services that support the day-to-day operations of the Council. This category includes Technology, Corporate, Fleet, Soft Facilities Management and Goods. Effective management of corporate indirect procurement can lead to significant cost savings, improved operational efficiency and enhanced sustainability. By staying abreast of market trends and ensuring best practices, we can support organisational goals delivering value to the Council.

The two-year workplan will focus on the following key priorities.

- Technology -the renewal of the social work case management system, financial management system, HR and Payroll system which are critical systems to ensure operational efficiencies, support service delivery and data security and compliance. The implementation of the provision of a Schools Online Schools Payment, Cashless Catering and Kitchen Management and Nutritional Systems with the key objectives of focusing on removing any barriers regarding free school meals, utilising technology to enable free school meals and ensuring the free school meals experience is the same as paying customers and reducing the transaction time at point of sale.

- Corporate – An area of high focus in this category is the rationalisation of the corporate requirement of the multi-function devices and a local framework for print services to support the Council Print Unit, this will be put in place to minimise disruption when they cannot meet demand or service. The Council will also consider the optimal approach to deliver the requirement of agency workers. A local framework scoping the wide range of agency requirements including waste services operatives, engineers, technical specialists, administration, and interim senior management staff. Despite the range of existing national frameworks for temporary labour these do not service the councils' requirements in critical cases.
- Fleet service – Procurement will continue to support the Capital budget investment in the Transport Asset Class programme to include HGV renewals with twenty vehicles between 3.5 and 7.5 tonnes to support the Roads and Community Asset teams. Plant renewals of two additional tractor and flails to support the Community Asset teams maintain large green spaces. A review of the number of leased vehicles and associated costs of 71% noncompliant spend on expired lease contracts will be an area for prioritisation too.
- Continue to support Soft FM in the ambitions of the Naturally D & G initiative, in line with The Nutritional Requirements for Food and Drink in Schools (Scotland) Regulations 2020. The requirement to support the delivery of the Universal School Meals project of £1.108M based on a kitchen capacity based programme with area spends Food Preparation, Cooking Equipment , Dining Equipment, Small Servery Conversions .
- Fully utilise national frameworks for goods contracts to ensure aggregation of spend that offer numerous benefits, including cost efficiency, time saving, regulatory compliance and access to expertise.



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