

# THE MORAY COUNCIL

## PROCUREMENT POLICY

### 1. INTRODUCTION

- 1.1 The Council recognises that effective procurement practices have the potential to yield efficiency savings and are also essential for the responsible delivery of services.
- 1.2 The Council procures a wide range of goods, services, works and construction and must be able to demonstrate that a consistent and equitable approach is taken when dealing with suppliers and potential suppliers. A standard and documented approach is therefore essential to achieve the Council's policy objectives.

### 2. POLICY OBJECTIVES

#### 2.1 Efficiency Savings

The Moray Council policy is to secure Best Value for Moray for all of its procurement activity. This requires the optimum combination of whole life costs and quality to meet service standards. Whole life cost takes into account all aspects of the costs over time including capital, maintenance and management plus operating costs, that relate to the goods etc being procured. The administration and management arrangements that the Council has in place for procurement also need to be designed to be fit for purpose and to achieve Best Value for Moray.

#### 2.2 Responsible Procurement

The Council is committed to compliance with all legal requirements associated with procurement. This covers procurement processes such as tendering arrangements, as well as Health and Safety arrangements and other relevant legislation such as equalities and the environment. The Council aims to build reciprocal relationships with suppliers and commits to a challenging target for the payment of its obligations. In addition, all aspects of a contract or purchase will be managed by a Council Officer to ensure that service level agreements are adhered to and ethical standards are delivered.

### 2.3 Demonstrating Effective Procurement

The Council is committed to maintaining robust governance and accountability arrangements that ensure that it is able to demonstrate the delivery of value to Moray residents and that suppliers and potential suppliers are satisfied that they are dealing with a consistent and equitable organisation.

## **3. APPLICATION OF THE POLICY**

- 3.1 The Moray Council Procurement Policy applies to the procurement of all goods, services, works and construction funded (fully or in part) by The Moray Council. It is intended for the information of everyone within the Council who is involved in procurement whether as budget holder, budget manager or procurer of goods, services, works and construction and will be supported by a detailed Procurement Strategy.