



# **ORKNEY**

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## **ISLANDS COUNCIL**

**ORKNEY ISLANDS COUNCIL  
DRAFT SUSTAINABLE PROCUREMENT POLICY  
2024**

**Consultation Questionnaire**

## Overview

This policy sets out the general principles that the Council will follow across all of its procurement and commissioning activities to ensure that it is undertaken in a sustainable manner. It sets out how OIC will plan and manage its procurement activities to meet the Council's corporate aims and objectives and comply with regulatory and legislative requirements.

This policy supports the commitment to sustainable procurement which is set out in the Council's Corporate Procurement Strategy 2023 -2028 [Procurement Strategy 2023 to 2028 \(orkney.gov.uk\)](https://www.orkney.gov.uk/procurement-strategy-2023-to-2028)

It is intended for all of those who are involved in, or affected by, the Council's procurement activities throughout our community and beyond.

Orkney Islands Councils spends tens of millions of pounds each year on a diverse range of goods, services and works from third parties. It is important therefore that this spending power is used to support key Council objectives. This sustainable procurement policy has been developed to help the Council to meet its legal duties and to deliver its key strategic objectives and sits alongside a separate Community Benefits Policy which has been developed specifically for use in planning and wind farm developments.

Sustainable procurement supports the Council's values, as outlined in Orkney Islands Council's Delivery Plan 2023-2028: [Delivery Plan \(orkney.gov.uk\)](https://www.orkney.gov.uk/delivery-plan-2023-to-2028)



Procurement is a key enabler across all the above Council's priorities.

- The aims are what the Council want to achieve, and the outcomes are the positive changes we are working towards for the benefit of our communities.
- Transforming our council – to provide the foundations for staff to deliver outstanding customer service and performance.
- Growing our economy
- Strengthening our communities (includes being on track to become net zero by 2030).
- Developing our infrastructure.
- The three priority themes are built upon core principles, which will guide future decision-making relating to all our aims.
- The core principles are as follows:

- Protecting our environment and combating climate change.
- Equality, fairness and inclusion: in particular for vulnerable and remote communities like the ferry linked isles.
- Sustainable and accessible services for all.
- Community wellbeing and mental health.
- Community wealth building for future generations.

The Policy outlines how sustainable procurement supports and contributes to the implementation of the Council's Delivery Plan 2023 – 2028.

We are keen to hear your views on the Consultative Draft Sustainable Procurement Policy. To make it easier for you to comment the following questionnaire has been produced. We welcome your feedback on what we are proposing and would be grateful if you could complete the survey either using this document or through the on line survey by close of business **6 September 2024**.

#### Consultation Timetable.

Description	Commencement Date	Completion Date
Launch Sustainable Procurement Policy Consultation via Council Website.	22 July 2024	6 September 2024
Collation of responses and revisions to Policy for consideration via the Committee Cycle	9 September 2024	25 October 2024
Publication of Sustainable Procurement Policy	11 December 2024	NA

#### CONTACT

Please send completed Consultation Questionnaire by Friday 6 September 2024 to the following contact person or on-line via the Council Website:

Rosemary Colsell, Procurement Manager MCIPS  
 Procurement Services  
 Corporate Services  
 Council Offices  
 Kirkwall  
 Orkney  
 KW15 1NY

[Rosemary.colsell@orkney.gov.uk](mailto:Rosemary.colsell@orkney.gov.uk)

01856 873535 Ext 2640

## **STRATEGIC CONTEXT**

Are there any strategic issues which the policy has not considered? If yes please identify them below and give details of how the Sustainable Procurement Policy should address them.

The revised Sustainable Procurement Policy has been put in place to ensure a consistent, efficient and best practice approach to sustainable procurement across the Council. It is being updated as part of this process. Are there any specific issues which relate to the way in which the Council carries out sustainable procurement which you would like to see covered by the new policy?

## **The Council's Approach to Sustainable Procurement**

**The following 13 commitments have been identified in the Policy to describe the Council's approach to Sustainable Procurement:**

- We will ensure that our procurement of goods, services and works contributes to achieving our vision of a truly sustainable supply chain.
- We will ensure that our procurement minimises its contribution to climate change and supports goods, services and works that are well-adapted to the consequences of a changing climate.
- We will deliver value for money by realistically assessing, where appropriate, the whole life-cycle costs of our procurement and not simply considering the initial purchase price.
- We will ensure that what we intend to purchase is necessary and that, where appropriate, there is a business case for doing so. We will specify our requirements so as to meet the needs of users and to avoid purchasing more than is needed.
- We will carry out sustainable procurement activities whilst complying within the public procurement legal framework which is intended to promote fair and open competition.
- We will ensure that when developing our requirements for goods, services and works we assess the possible social, economic and environmental impacts of our procurement and actively seek to contribute to the social, economic and environmental well-being of our remote and fragile island communities.
- We will not knowingly procure goods, services and works that impact negatively on places, people and other species both locally and elsewhere.
- Where appropriate, we will consult with the people whose needs we aim to meet through our procurement to ensure that we procure goods, services and works that actually meet their needs.
- We will not intentionally discriminate against specific groups of people when undertaking our procurement activities and will promote equality in line with legislative requirements.
- Where it is appropriate and proportionate to do so we will procure goods and services in line with the best practice guidance set out in the Scottish Government Procurement Journey and any other relevant best practice guidance.
- We will consider every procurement exercise to determine any impact on Climate Change in accordance with Scottish Government, Sustainable Procurement Tools guidance.

And the following 4 Outcomes Identified

**Outcome 1: the social and economic benefits from our sustainable procurement are maximised**

**Outcome 2: the environmental impacts are minimised and the environmental benefits maximised from our procurement**

**Outcome 3: Orkney Islands Council has a more sustainable supply chain**

**Outcome 4: sustainable procurement is embedded within the Council**

What are your views or comments on the Outcomes identified and are there any additional points that should be addressed ?

Are there any impacts that arise from the realities of living on an island ?

Please identify them below and give details of how the Sustainable Procurement Policy should address them.

**YOUR DETAILS:**

**Please Complete**

I am responding as an individual	
I am responding on behalf of an organisation	
Your name (optional)	
Contact Details (optional)	
Organisation name (if applicable):	

Thank you for taking the time to take part in this consultation.