



THE SCOTTISH PROCUREMENT POLICY HANDBOOK

Purpose

1. The purpose of this SPPN is to alert you to the publication of the *Scottish Procurement Policy Handbook*.

Background

2. The Handbook has been produced in response to a recommendation in John McClelland's *Review of Public Procurement in Scotland* that a standardised approach to procurement policy in the Scottish public sector should be developed.

3. It provides an overarching statement of the fundamental rules, behaviours and standards applicable to public procurement activity in Scotland. It describes the key roles and responsibilities within the procurement function and outlines the governance and accountability arrangements that organisations should have in place. It addresses key policy issues: the achievement of value for money for the taxpayer through effective competition; the importance of collaboration at a national, sectoral and local level; incorporating environmental and social issues in public procurement; and fostering innovation through procurement.

Consultation

4. The Handbook has been developed in consultation with the Procurement Policy Forum. Membership of the Forum comprises key stakeholders from each sector and representatives from each of the procurement Centres of Expertise. The contribution of Forum members has ensured that the Handbook is applicable to all sectors. It has been endorsed by Advanced Procurement for Universities and Colleges, National Procurement, NHS National Services Scotland, Procurement Scotland, Central Government Centre of Procurement Expertise, Scotland Excel and COSLA. It has also been endorsed by the Public Procurement Reform Board.

Action

5. The Handbook has been published on the Scottish Government's website: <http://www.scotland.gov.uk/Publications/2008/12/23151017/0>. **All public sector procurement organisations should ensure that those involved in procurement within their organisation adhere to the principles set out in the Handbook and that it is used to promote best practice.**

Dissemination

6. Please bring this SPPN to the attention of all relevant staff, including those in Agencies, Non-Departmental Public Bodies and other sponsored public bodies within your area of responsibility.

Contact

7. Enquiries about this SPPN should be addressed to Jessie Laurie, Scottish Procurement Directorate, telephone 0141 242 5672 or e-mail jessie.laurie@scotland.gsi.gov.uk.

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