

Measurement and Monitoring of the implementation of South Dublin County Council's Procurement Plan 2021 – 2023

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1	Number of meetings of Procurement Steering Group and summary of issues considered	<p>The Procurement Steering Group met six times in 2021. The key areas discussed included</p> <ul style="list-style-type: none"> • Planned procurements and progress updates • Updates on contracts used by multiple Departments • National Guidance on areas such as Covid-19, Brexit, and Green Public Procurement • Public Spending Code Report 2020 • ProcureMoments - staff awareness/information campaign 																										
2	Number and percentage of tenders conducted using the different procurement procedures	<table border="1"> <thead> <tr> <th>Procedure</th> <th>Number of Tenders</th> <th>Percentage of Tenders</th> </tr> </thead> <tbody> <tr> <td>Open OJEU</td> <td style="text-align: center;">14</td> <td style="text-align: center;">18%</td> </tr> <tr> <td>Open National</td> <td style="text-align: center;">47</td> <td style="text-align: center;">66%</td> </tr> <tr> <td>Restricted OJEU</td> <td style="text-align: center;">4</td> <td style="text-align: center;">6%</td> </tr> <tr> <td>Restricted National</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4%</td> </tr> <tr> <td>Competitive Dialogue OJEU</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1%</td> </tr> <tr> <td>Panel</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3%</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: center;">71</td> <td></td> </tr> </tbody> </table>	Procedure	Number of Tenders	Percentage of Tenders	Open OJEU	14	18%	Open National	47	66%	Restricted OJEU	4	6%	Restricted National	3	4%	Competitive Dialogue OJEU	1	1%	Panel	2	3%	TOTAL	71			
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5	Number of procurement training sessions held for staff and summary of items covered	<p>The Procurement Unit, in partnership with the HR Training Unit, organised a number of procurement related training sessions for staff during 2021. Due to the coronavirus pandemic these were delivered online. These are summarised below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4F81BD; color: white;"> <th style="width: 15%;">No. of sessions</th> <th style="width: 25%;">Title</th> <th style="width: 60%;">Summary of Items Covered</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">3 (each lasting 3 half days)</td> <td>Understanding European Public Procurement Rules</td> <td>The public procurement rules, and how to manage a tender process.</td> </tr> <tr> <td style="text-align: center;">3 (each lasting a half day)</td> <td>Public Spending Code</td> <td>Intended for staff with responsibility for projects or manage budgets that fall within requirements of the Public Spending Code.</td> </tr> </tbody> </table>	No. of sessions	Title	Summary of Items Covered	3 (each lasting 3 half days)	Understanding European Public Procurement Rules	The public procurement rules, and how to manage a tender process.	3 (each lasting a half day)	Public Spending Code	Intended for staff with responsibility for projects or manage budgets that fall within requirements of the Public Spending Code.																																											
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		<p>The areas covered included:</p> <ul style="list-style-type: none"> • Key Provisions of the Code and overview of December 2019 updates; • Financial Appraisal tools and techniques for capital projects; • Key provisions for revenue expenditure <p>2 Knowledge sharing sessions (1 hour) Two sessions were held focusing on benefits of frameworks, and IT procurements.</p> <p>Short staff training videos were prepared inhouse and provide a resource for staff to upskill on particular topics:</p> <table border="1"> <thead> <tr> <th>Title</th> <th>Summary of Items Covered</th> </tr> </thead> <tbody> <tr> <td>An introduction to procurement procedures in South Dublin County Council (Induction training)</td> <td>A high-level introduction to the Council's procurement procedures</td> </tr> <tr> <td>QuickQuotes</td> <td>A practical overview of the Quick Quotes Procedure</td> </tr> <tr> <td>Contracts Database</td> <td>How to use the database and standardised processes</td> </tr> <tr> <td>Procurement References</td> <td>What are procurement references and how to use them.</td> </tr> </tbody> </table> <p>Other centrally led procurement training was also attended by relevant South Dublin County Council staff in 2021, such as the Office of Government Procurement's webinars.</p>	Title	Summary of Items Covered	An introduction to procurement procedures in South Dublin County Council (Induction training)	A high-level introduction to the Council's procurement procedures	QuickQuotes	A practical overview of the Quick Quotes Procedure	Contracts Database	How to use the database and standardised processes	Procurement References	What are procurement references and how to use them.				
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6	Number of revenue suppliers in the different expenditure thresholds	<table border="1"> <tbody> <tr> <td><€25,000</td> <td>1102</td> </tr> <tr> <td>€25000 - €50,000</td> <td>75</td> </tr> <tr> <td>€50,000 - €215,000</td> <td>86</td> </tr> <tr> <td>€215,000 - €5,382,000</td> <td>38</td> </tr> <tr> <td>Above €5,382,000</td> <td>1</td> </tr> <tr> <td>TOTAL</td> <td>1302</td> </tr> </tbody> </table>	<€25,000	1102	€25000 - €50,000	75	€50,000 - €215,000	86	€215,000 - €5,382,000	38	Above €5,382,000	1	TOTAL	1302		
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7	Percentage change in the number and value of LVP card transactions	<table border="1"> <tbody> <tr> <td>Value</td> <td>3% decrease in 2021 compared to 2020 activity</td> </tr> <tr> <td>Transactions</td> <td>12% increase in 2021 compared to 2020 activity</td> </tr> </tbody> </table>	Value	3% decrease in 2021 compared to 2020 activity	Transactions	12% increase in 2021 compared to 2020 activity										
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8	Number of quotations sought via Quick Quotes and Requests for Quotations	<table border="1"> <tr> <td>QuickQuotes (www.etenders.gov.ie)</td> <td>147</td> </tr> <tr> <td>Request for Quotations (www.supplygov.ie)</td> <td>70</td> </tr> </table>	QuickQuotes (www.etenders.gov.ie)	147	Request for Quotations (www.supplygov.ie)	70		
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9	Update on business engagement measures	<p>Work commenced in 2021 on the Dublin Regional Enterprise Plan 2022-2024. The Local Enterprise Office South Dublin is leading on “Strategic Objective 1: Action 3 Enabling Supply Opportunities for SMEs” of the Plan to enhance opportunities for small businesses to benefit from supply openings through public and private procurement tender processes. Working with the Local Enterprise Office are the Council’s Procurement Officer and representative from the local Chambers, IBEC, SFA, LGMA, OGP, and InterTrade Ireland.</p> <p>The May 2021 edition of the Chief Executive’s Report included an article on how to do business with the Council and details on the Corporate Procurement Plan 2021-2023. This report was presented to elected members at the May Council meeting and is available to the public online at https://www.sdcc.ie/en/news/chief-executive-s-report-may-2021.html</p>						
10	Update on sustainable procurement measures	<p>In 2021 the EPA issued revised Green Public Procurement Guidelines for the public sector. These guidelines provide advice on how to incorporate green procurement in ten priority sectors identified. The guidelines have been brought to the attention of procurers across the organisation for inclusion in tenders as appropriate. A copy is available at https://www.epa.ie/publications/circular-economy/resources/green-public-procurement.php</p> <p>Procurement supports the delivery of many significant projects in the Council’s Climate Change Action Plan. For example,</p> <ul style="list-style-type: none"> • Construction of Tallaght District Heating Scheme, tendered in 2018, is now well underway. In the first phase waste heat from a data centre will be used to heat County Hall and the TU Dublin-Tallaght campus. • All lighting is being upgraded to LEDs in County Hall, under the Council’s Civic Buildings Electrical Service Providers contract. Phases one and two have been completed with an average reduction in consumption of 68% and a 53 tonnes of CO2 emissions have been avoided. • Several Flood Alleviation Schemes are in development. These schemes at the Poddle, the Whitechurch and the Camac will help protect homes and make communities more resilient to climate change in South Dublin. <p>Further information on the Climate Change Action Plan is available at https://www.sdcc.ie/en/services/environment/climate-change/.</p> <p>A social employment clause has been included in the Kilcarbery housing development agreement. Since commencement on site in Q2 2021 the developer has been liaising with the local employment office in relation to vacancies on site.</p>						