



PROCUREMENT SUPPORT



Case Study



PROBLEM & BACKGROUND

A number of Co-Lab's smaller partner councils identified that they needed a professional to offer procurement and tendering advice, to mentor and train council staff, to check compliance and conduct reviews, and to monitor procurement performance.



PROBLEM EVALUATION

In analysing councils' needs, it was clear that some councils were not large enough to justify a fulltime procurement resource. Responsibility for procurement may therefore be included in a related role (such as legal or finance) with the result that procurement was not getting the required traction or profile within council.

Another identified concern was the challenge in attracting suitable candidates to part-time roles within smaller regional locations and catchment areas.



OUTCOME

Recognising that these challenges were faced by several councils, Co-Lab identified that there was sufficient scope for a shared procurement resource. This was how the Co-Lab Procurement Support service was created.

Co-Lab recruited a Procurement Advisor who supports the procurement function for Ōtorohanga, Thames-Coromandel, and Waitomo councils.



BENEFITS

- 1. Coordinated training outcomes:** Procurement training has assisted with ongoing staff upskilling. The Co-Lab learning procurement module has also been well received by the councils and additional module development is underway. The service has also addressed specific needs, such as implementing a contract register for councils to support their contract management system and developing procurement quick guides for staff.
- 2. Knowledge sharing across councils:** Having a shared resource has fostered networking, professional relationships, and knowledge sharing among council staff. Each council benefits from having a consistent approach and solutions for similar challenges faced by councils.
- 3. Improved internal reputation:** The shared procurement service has been utilised for baseline reviews and specific procurement project support. This has raised the profile of the procurement function within each council.



“Having a shared resource means that our council receives cost effective support that we otherwise would not have, and benefits from identifying synergies and opportunities across a number of smaller councils.”

*Paku Edwards, Risk & Assurance Manager,
Thames Coromandel District Council.*



COUNCILS
INVOLVED

