



03 December 2018

## FREEDOM OF INFORMATION REQUEST – 1489/18

Dear Sir/Madam

Your request for information has now been considered and the information requested is provided below.

### Request & Response:

1. All copies of procurement/commissioning/contracts strategy documents since 2010.

Answer:

A Commissioning Strategy for the People Directorate is due for completion shortly and will be published on the Council's website. There are no other available documents that we are aware of which are specific to procurement, contracts or commissioning. The Council's departmental strategies may individually reference commissioning strategy for that area of business as part of the wider strategy. Council strategies are available on the Council website [www.rutland.gov.uk](http://www.rutland.gov.uk)

2. All copies of external/internal audits that comment on procurement within your organisation since 2010.

Answer:

Audit reports are presented at Audit and Risk Committee; the papers for which are available at:

<https://rutlandcounty.moderngov.co.uk/mgCommitteeDetails.aspx?ID=134>

3. What team/ department is responsible for your procurement strategy, ie strategic procurement, commercial team, commissioning, contracts team etc

Answer:

There is no current corporate procurement strategy. The Commissioning Team in the People Directorate are responsible for supporting commissioning across the Council.

4. Please confirm:

a. the number of people in your main procurement team;

Answer:

There is no specific procurement team. Procurement is provided by an external shared service - Welland Procurement Unit - operated by Melton Borough Council.

b. the job titles of these officers or a team structure chart;



Answer:

n/a

c. job descriptions of these officers;

Answer:

n/a

5. A copy of your procurement standing orders/ contracts procedure rules or any version of your organisation's procurement procedures, including internal procurement codes, guidance or toolkits.

Answer:

The Contract Procedure Rules are available on the Council website at:

<https://rutlandcounty.moderngov.co.uk/ieListDocuments.aspx?CId=349&MIId=1735&info=1&MD=Constitution>

6. If you have one, your procurement team's annual budget.

Answer:

n/a

7. Your organisation's total procured budget/ third party spend (excluding staff salaries)

Answer:

Information on the Council's spending is available at:

<https://www.rutland.gov.uk/my-council/contacts-facts-and-figures/council-spending/>

8. Under your standing orders/ contracts procedure rules who or which function is responsible for contract management?

Answer:

Budget Holders

9. Please provide any procurement service plans including business cases on creation or development the procurement team.

Answer:

n/a

If you are dissatisfied with the handling of your request please contact the Data Protection Officer, Rutland County Council, Catmose, Oakham, Rutland LE15 6HP  
You can also complain to the Information Commissioner at:

The Information Commissioner's Office

Wycliffe House, Water lane

Wilmslow, Cheshire

SK9 5AF

Tel: 01625 545700

Yours faithfully

FOI Administrator

Business Support Team  
Rutland County Council