CMG agreed to recommend to F&GPC¹ and to Court adoption of the Scottish Government’s Procurement Policy Handbook, and of the APUC²’s Procurement Manual for Universities and Colleges and to approve the revised internal procurement controls*. It was noted that these actions were required in order for the University to be compliant with European Union and Scots Law; procurement being defined as acquisition of goods, services and works from third party with or without a formal contract.

The Scottish Government was taking a particular interest in ensuring that the sector secured value for money and operated best practice in the area of procurement.

CMG further noted the suggestion to update the current Delegated Authorisation Schedule.

**Action Notes:**

*Revised Internal Procurement Controls CMG 17 June 2009:*

- **Budget-holders** are responsible for compliance with (SPPH) Policy and (APUC sector) Manual

- **Framework Agreements and Contracts** must be approved by Director of Procurement

- FY 2009/10 onwards, **approval** for procurement strategies over sector Manual advertising threshold³
  - Planned expenditure needs the Director of Procurement sign-off.
  - Planned expenditure or major projects, if likely to exceed OJEU threshold⁴, must have a procurement qualified staff (MCIPS) to steer the due process.

Procurement guidance provided **must** be used for the **selection** and **award**.

Our Procurement Office website, training and awareness and service by our qualified staff are being updated to help the budget-holders, research principal investigators and Heads of Schools/units or School Administrators with implementation of the changes.

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¹ Finance & General Purposes Committee, reports the University Court of the University of Edinburgh

² Advanced Procurement for Universities and Colleges Ltd, a sector centre of expertise, established 2007 [http://www.apuc-scot.ac.uk/home.htm](http://www.apuc-scot.ac.uk/home.htm) under the Public Procurement Reform Programme

³ Currently £50,000 estimated over whole life costs; below this compliance with the Manual is required

⁴ Currently £138,983 estimated over whole life costs (48months) reviewed every 2 years (Jan 2010)