



| States Assembly

States Greffe

Caroline Hastings
Director, Commercial Services
Government of Jersey

31 March 2025

Dear Caroline,

Procurement Review

As you will be aware the Public Accounts Committee (PAC) is undertaking a review of Procurement by the Government of Jersey. The PAC has several questions and request that it feels that Commercial Services would be best placed to provide. The Committee would therefore be grateful if you could provide responses to the following questions and requests:

Total Annual Procurement

1. Please can you provide the total annual procurement figures for the past three financial years.
2. For each year, please can you break down how much of this spend went to local suppliers and how much went to non-local suppliers.
 - a) Within the local supplier category, please can you specify the top ten local suppliers by total contract value.
 - b) Can you please outline the largest contracts awarded to these suppliers during each of the past three years.
3. Please can advise the total to spend on contracts valued at £25,000 and under for each of the last three years.
4. Please can you provide the total spend on contracts valued between £25,000 and £100,000 for each of the last three years.
5. What procedures, controls, and risk mitigations are in place to ensure spend remains within approved thresholds when multiple smaller contracts are awarded to the same supplier?
 - a) What audits or oversight mechanisms are in place to detect potential conflicts of interest, double spending, or favouritism?

Procurement Thresholds and Planned Changes

6. We understand there is a proposal to raise the £25,000 threshold to £75,000. Could you provide the rationale for this change?
7. What procedures and risk mitigations will be put in place to prevent potential misuse or abuse of the raised threshold?

Database and Supplier Information

8. Please can you provide, in confidence, a database or list of all companies registered on the SAP Ariba system.
9. Please could you provide the value of expenditure per company over the past two years.

Points System and Evaluation Criteria

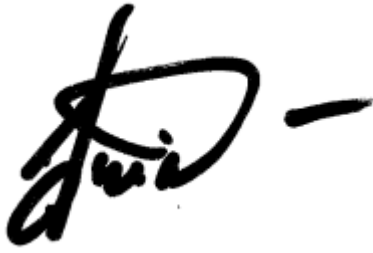
10. We note there is a 10% social value weighting in some cases, but in other cases 5%. Could you clarify how and why this weighting differs between procurements, and on what basis these percentages are decided?
11. What guidance is given to evaluators in awarding marks and is there a standard approach used across all departments?
12. What weighting is given in procurement decisions for on-island suppliers and non-local suppliers?

General questions

13. Once a contract is awarded, what measures are taken to ensure ongoing compliance with contract terms (e.g. performance reviews, inspections)?
14. How does Commercial Services monitor vendor performance, especially for repeat contracts or framework agreement?
15. What specific oversight did the Commercial Services Team have in relation to the joint tender process for the ferry contract and how many staff were involved in this work?
16. Beyond the stated percentages, how do you track and report the actual real-world social value outcomes?
17. Are there any formal reviews or follow-up processes to verify that social value commitments have been delivered?
18. Do you have an internal or external procedure for whistleblowing or reporting procurement irregularities?
19. Please can you provide the most up to date version of the breaches register 2024?

The PAC would be grateful if you could provide a response to these queries by 30th April 2025. It is the intention of the PAC to publish both this letter and the response on the States Assembly website as part of the evidence for the review. Where information requested is commercially sensitive, we would kindly ask that this is specified in the response.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Inna' followed by a stylized flourish and a horizontal line.

Deputy Inna Gardiner
Chair
Public Accounts Committee