



Ministry
of Justice

Leeds Cross Government SME Roadshow

How to sell to MoJ

Presenters: Alasdair Fraser, Richard Slater, Les Cook

Protecting and advancing the principles of justice

What we do

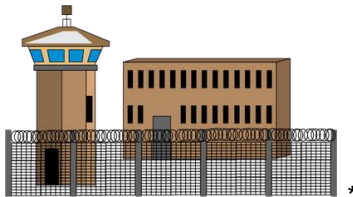
We work to protect the public and reduce reoffending, and to provide a more effective, transparent and responsive criminal justice system for victims and the public.

“Justice is an inspiring mission for all of us. It is the foundation of a safe, fair and prosperous society. Without the rule of law, you get anarchy, corruption and decline. Justice allows us to lead our lives in safety and confidence”
- Richard Heaton, Permanent Secretary

We are responsible for these parts of the justice system:



Courts



Prisons



Probation Services



Attendance Centres

Our priorities

1

Improve public safety and reduce reoffending by reforming prisons, probation and youth justice

2

Build a One Nation justice system by making access to justice swifter and more certain for all citizens whatever their background

3

Uphold the rule of law, defend the independence of the judiciary, safeguard essential liberties and restore historic freedoms

4

Delivering efficiently in MoJ: ensure the best possible service for citizens by making our department more efficient and more open, with policy driven by evidence



Who are we



- One of the largest government departments, employing around 70,040 people (including those in the Probation Service)
- Each year, millions of people use our services across the UK – including an est. 500 courts and tribunals, across 133 establishments in England and Wales.
- **32 agencies and public bodies** making up or reporting to MoJ including:
 - HM Courts and Tribunals Service
 - Her Majesty's Prison and Probation Service (HMPPS)
 - Legal Aid Agency
 - Office of the Public Guardian
 - Probation Service
 - Youth Justice Board

MINISTRY OF JUSTICE (CENTRAL DEPARTMENT)



Protecting and advancing the principles of justice

MoJ in stats*

HMPPS

- 118 Prisons: 104 Public Prisons; 14 Private Prisons
- 86,617 Total Prisoner population (excluding IRCs) (November 2017)
- Jan 17: 868 net increase in prison officers, 738 offers made (August 2017)
- 270,000 people that probation are responsible for supervising (December 2016)

HMCTS

- 1.6m cases received in Magistrates' Courts (2016)
- 1.8m claims to county courts (2016)
- 1.2m offenders sentenced following criminal conviction (December 2016)

MoJ

- £10.5bn in FY17/18 to run MoJ
- 80% of spend is on support and delivery of frontline services

* Data correct as of June 2017 unless otherwise stated, some figures may be subject to change

Strategic Programmes



HMCTS Reform

It involves a £1bn investment in return for saving some £250m a year by the end of the programme.

It goes beyond IT, extending to people, skills and capabilities; to judicial ways of working (on which the judiciary lead); to our estates and to how HMCTS is organised as a whole.

Governor Empowerment

The Government has described its prison reform programme as “*the biggest overhaul of our prisons in a generation*”, by giving prison governors greater autonomy and emphasising the role of prisons in rehabilitation.

MoJ is working with HMPPS on what opportunities and implications there are under Empowerment including commissioning to meet specific local demands.



HM Prison &
Probation Service



Ministry
of Justice

Commercial at MoJ

Categories; Our SME story & case study; our pipeline; how to sell to us

Protecting and advancing the principles of justice

Our commercial structure / our categories

Facilities Management

Building related services, both hard and soft services, across one of the largest central government estates, which includes prisons, courts, tribunals, judges lodgings and offices.

Capital Projects

The MoJ CCM Capital Works and Estates Professional Services team are responsible for the procurement and contract management of capital (and various resource) construction contracts ranging from £2k to £200m.

Technology & Digital

Delivery of technology and digital goods and service across MoJ and its agencies. In the last year MoJ/HMCTS has placed contracts with SMEs for over £50M to drive transformation in the Civil and Criminal Courts

Core Services

Delivery of HMPPS and HMCTS operational goods and services contracts and MoJ corporate services

Custodial Services

Responsibility for contracts delivering key services to HMPPS including: Prisoner Escorts and Custodial Services (PECS), contract management of private prisons and bail accommodation (BASS)

Rehabilitation Services

Delivery of services supporting HMPPS in resettlement, education, Private Probation, National Probation service and management of European Social Fund programme

Core Services (Leads) - HMPPS

Food

Delivering food for prison kitchens and supplying catering consumables/supplies

Operational
Goods

Wide ranging supply of goods including: dog food, televisions, sportswear, locks, gym equipment, cleaning equipment

Uniform &
Retail

Uniform: covers day to day Prison Officer uniform, specialist PPE, general PPE.
Retail: Goods for prisoners to purchase using their own funds, (e.g. snacks, tobacco)

Prison
Industries

Delivering raw materials (metals, woods, plastics, textiles) to Prison Industries for use in manufacturing

Core Services (Leads) – MoJ Core

Professional
Services

Management of agreements for supply of contractors, temporary staff and procurement of consultancy

Corporate
Services

Wide ranging delivery including: occupational health, recruitment services, stationery

Travel, Fleet,
Finance

Management and delivery of contracts for corporate travel, hire car services, fleet, GPC card management

HMCTS (Leeds)

Language Services

Delivery and management of 4 language service contracts for interpretation and translation

Courts; Legal Publications

Court Reporting & transcription, Legal Content (books and online publications) as well as a number of services linked to the enforcement and collection of fines and fees

Rehabilitation Services (Manchester)

European Social Fund

Delivery and Management of 9 contracts for European Social Fund Across HMPPS

Resettlement

Delivery and management of Resettlement services including Prisoner Education, Prisoner Training, Family Services

OLASS

Delivery and Management of Prisoner Education Contracts

Transforming Rehabilitation

Delivery and Management of 21 Community Rehabilitation Company contracts for Private Probation services

Grants Programme

Delivery of Strategic and Innovation Grants across HMPPS

Commercial in stats

£3.16bn Annual Spend
(FY 16/17 excluding Legal Aid Spend)

1014 active contracts
(excluding 3633 LAA contracts)

34% of spend with SME
(FY15/16)

30% direct spend with SME
(FY15/16)

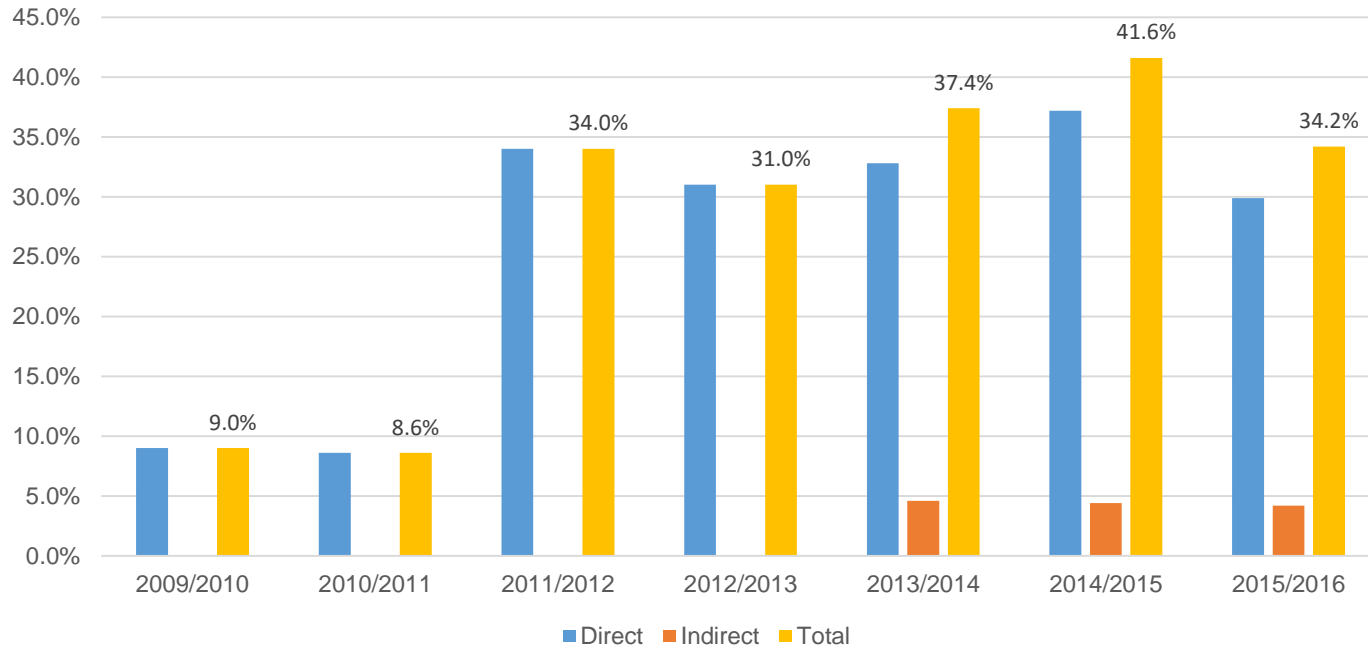
SME spend target: 38%
(FY17/18)

Court reporting framework:
6 of 6 frameworks in SME

** Some data may be estimated at time of publication*

SME Spend year on year

MOJ SME Spend Data



Note:

- All figures available via Gov.uk
- Indirect spend data unavailable until 2013/14
- Government SME spend target until 2015 was 25%
- During reporting periods, above, changes in spend data, classifications and corporate IT system may mean direct comparisons in spend data are not possible
- **Indirect spend reporting is through CCS process**

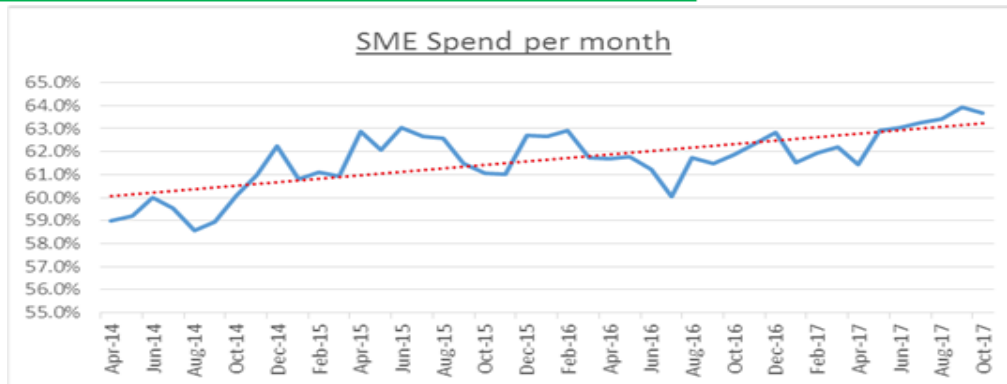
Case Study: Food Contract (Bidfood)

HMPS Foodstuff - SME usage

At the time of appointing Bidvest Foodservice in 2012 there was a Government Policy of 25% of spend with SMEs*. As such the contracts placed specific obligations on both parties to work together to increase and maximise SME usage within the supply chain over the lifetime of the contracts.

*25% target has since been increased to 33% or £1 in every £3 spent by 2020.

Graph – SME usage across both contracts since records began



Tailored approach to SMEs including -

- Payment terms – reduced lead-times for payment and BAC's utilised for prompt payment.
- Logistics – flexible and appropriate minimum order quantities, use of backhauling, delivery into local depots and re-distribution nationwide by Bidvest Foodservice.
- Accreditation – in addition to BRC or equivalent, standards applicable to smaller businesses, such as SALSA and IFS Food (Foundation level) are accepted.

Working with Bidvest (now Bidfood) Foodservice and the MoJ has enabled Kirtons Bakery to invest in long term initiatives. The most recent investment initiative was to increase our production capacity in July 2016 in both our cake and bread sections.

Since the start of the MoJ product supply we have been able to offer employment to eight new dedicated staff who work primarily on MoJ product lines

Minaz Dharamshi
(Managing Director at Kirtons Bakery)

Case Study: Food Contract (Bidfood)

The Food Marketplace is the place for buyers and suppliers of food to source and advertise products and services.

The portal brings together a myriad of standards and guidance to provide the balanced scorecard assessment.

The scorecard, for the first time, brings a consistent buying approach across the public sector which embraces the key elements required for excellent procurement of food.

Interested suppliers can access the portal at the following address:

<https://foodmarketplace.cabinetoffice.gov.uk/>

Action plan

We are currently changing parts of our Commercial structure which including roles and responsibilities. As part of this we are reviewing our action plan and approach to SME engagement. Some future activities are set to include:

CCS Webinars

Embedding SME engagement into category strategies

Rolling out a wider SRM strategy

Work with larger providers to improve SME engagement/use

Working with SMEs to improve engagement

Where appropriate setting SME targets contractually

Why?

We recognise that SMEs can add **value** to our goods and services supply chains

SMEs can and have worked collaboratively with our operational and category teams to deliver **innovation**

SMEs help support the **economy** at a national and local level (even more relevant with Empowerment)

MoJ Wide (view to March 19)

659 Contracts
Expiring by
03/19

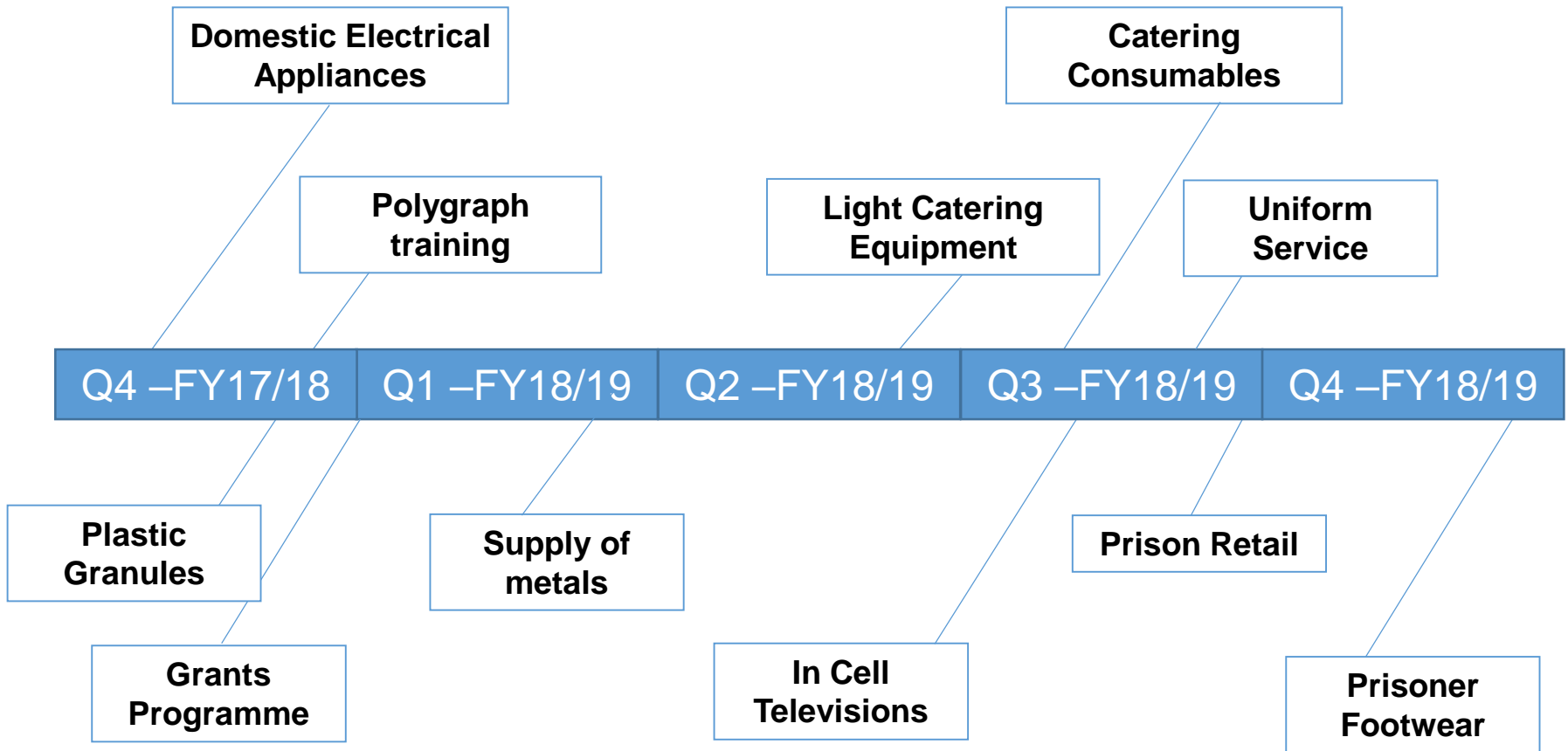
£6.3B value

27 Gold
Contracts
(high value, risk, impact)

Gold contract
value of £5.4B



Core Services (Leeds) & Rehabilitation Services (Manchester) Pipeline



Cross category procurements coming up in end of FY17/18 and FY18/19. Milestones are indicative and subject to change.

Top 20 suppliers (by spend)

Opportunities may exist for SMEs as part of our current and future supply chain as sub-contractors. While we cannot guarantee business from or through current strategic suppliers, the below information could be beneficial to SMEs to explore networking opportunities.

MoJ Top 20 (by spend, FY YTD)	
G4S	Kier Group
Serco Group	DHL
Sodexo	EDF
ATOS	Interserve
HP	Wates Group
AMEY Group	Land Securities Properties
Steria Group	Lend Lease Group
Capita Group	Vodafone Group
Mitie Group	Corona Energy Retail 2
BFS Group	Carillion

Selling to us

**EXISTING AGREEMENT /
PUBLIC SECTOR FRAMEWORK**

OJEU compliant, accessible framework
(e.g. Crown Commercial Service)

SUB-OJEU COMPETITION

Open competition, via e-procurement
solution, on MoJ Ts and Cs

OJEU COMPETITION

OJEU procedure, default is Open but
procedures to fit requirement

Early engagement, pipeline activity and
opportunities (sub-OJEU and OJEU)

CONTRACTS FINDER

Official publication of OJEU (e.g. PINs)

TENDER ELECTRONICS DAILY

MoJ solution. Open opportunities published
and used for market engagement activity

E-PROCUREMENT PORTAL

MoJ e-procurement portal

1 Opportunities

2 Register

3 Help

The screenshot shows the Ministry of Justice Sourcing Portal. At the top left is the Ministry of Justice logo. A navigation menu on the left lists: View Opportunities, Doing Business with the MOJ, Ministry of Justice, National Offender Management Service, Crown Commercial Service, GOV.UK, Contracts Finder, SIMAP, and Tenders Electronic Daily. The main content area is titled 'Ministry of Justice Sourcing Portal' and includes a description of the portal's purpose and a 'Click here to register!' button. To the right is a 'Login' form with fields for 'username' and a password, an 'Enter' button, and a link for 'I cannot access my account'. Below the login form is a 'Contact us' section for the 'Central Support Team' with a phone number and email address. A 'WARNING' section at the bottom of the page provides legal disclaimers. The footer contains the copyright notice '© BravoSolution System Requirements'.

1 Ministry of Justice Sourcing Portal

This website provides a suite of collaborative, web-based tools that enable procurement professionals and suppliers to conduct the strategic activities of the procurement lifecycle over the internet.

It provides a simple, secure and efficient means for managing tendering and quotation activities reducing the time and effort required for both buyers and suppliers.

2 Click here to register!

Click here for details on how to register

3

WARNING: Do not proceed if you are not an Authorised User. This application is protected by appropriate security measures. Access to and use is restricted to Authorised Users only. Any attempt to use this system in a manner not authorised or any attempt to alter, destroy or damage any Information contained within it may constitute a breach of the provisions of the Computer Misuse Act 1990 and/or other legislation and shall leave the user liable to both criminal and civil proceedings. It is strictly forbidden to attempt to access this system using any third party's logon identity. Anyone using this system consents to active monitoring for security policy compliance purposes.

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Any questions?



Ministry
of Justice

Thank you

<https://www.gov.uk/government/organisations/ministry-of-justice/about>

<https://ministryofjusticecommercial.bravosolution.co.uk/web/login.html>

<https://www.gov.uk/government/organisations/ministry-of-justice/about/procurement>

Protecting and advancing the principles of justice