

The Council's Procurement section is part of the Capital Programme Service within the Corporate Service Department.

Strategic Focus:

The Procurement Strategy 2012- 2015 and the sections referenced, generally accord with the main areas of the Procurement Capability Assessment (PCA*): Procurement Leadership and Governance; Procurement Strategy and Objectives; Defining the Supply Need; Sourcing Strategies and Collaborative Procurement; Contract and Supplier Management; Key Purchasing Processes and Systems People; Performance Management.

The strategy was approved by Council in March 2012. An Action plan and PCA update was presented to the Executive Services (now Policy & Resources) Committee in February and May 2014

<u>Title</u>	<u>Description</u>
1.1 Performance Indicators	Information reported as part of the Scottish Government Best Practice Indicators and the Council's Performance Indicators

Code	Description	Year		Year		Traffic Light Icon	Note
		2012/13	2013/14	2012/13	2013/14		
		Estimated Value	Target	Estimated Value	Target		
PROSPI-01	Total efficiency savings (Procurement): Total efficiency savings achieved year-on-year - cashable and non-cashable. Recurring Revenue	£334,200	£400,000	£600,525	£700,000		
PROSPI-02	Percentage of procurement spend with contracted suppliers	65%		80%			Analysis under review
PROSPI-03	Number of contracts notified by electronic contract notice	20	n/a	11	n/a		PCS Web portal notices
PROSPI-04	% of contracts notified by electronic contract notice	57%	n/a	32%	n/a		
PROSPI-05	Number of contracts awarded by electronic award notice	0	n/a	5			EU procedures only
PROSPI-06	% of contracts awarded by electronic award notice	0%	100%	100%	100%		EU procedures only
PROSPI-07	Number of contracts handled through procurement through e-sourcing or e-tendering	3	n/a	12	n/a		Information only
PROSPI-08	% of contracts handled through procurement through e-sourcing or e-tendering	7.5%	n/a	40%	n/a		Information only
PROSPI-09	Number of local supplier engagement workshops carried out (Procurement section)	0	1	1	1		Meet the Buyer event at Islesburgh September 2013. One-to-one meetings also held on an ongoing basis

Code	Description	Year		Note	Traffic Light Icon	
		2012/13	2013/14			
PROSPI-10	Council Procurement Capability to achieve conformance status in PCA Assessment	31%	35%			PCA conducted Oct 13. Conformance status retained with overall score increasing by 4%
PROSPI-11	Quick Quote exercises conducted (implemented June/July 2011)	1	1			Suppliers encouraged to register on Public Contracts Scotland (PCS)

Note: * Procurement Capability Assessment is an annual evaluation exercise carried out on behalf of the Scottish Government. The Council's approach is to continue to improve where practical whilst continuing to target procurement savings.