

MORAY COUNCIL STRATEGIC PROCUREMENT ACTION PLAN (SPAP) 2022/2023		
SECTION A - PCIP Measurements		
Data Warehouse		
Action	Timetable	Aim
1.1 To develop existing contract register to maximise on required functionality ICT dependent	March 2023	Carried forward from 2021/22 Functionality requests submitted to ICT to improve access to data and ease of use To meet Statutory and Council requirements
1.2 Living Wage – Capture of Living wage information and understanding of Supplier position.	Sept 2022	To gain Living Wage accreditation
1.3 Preparation for the next Scottish Government's Procurement and Commercial Improvement Programme (PCIP)	Date to be determined by SXL	Identify key areas and service / staff to prepare and undertake the next PCIP assessment
1.4 Review Departmental Procurement Action Plan (DPAP) structure – additional DPAP for Moray Growth Deal and Capital Projects	December 2022	Improved engagement with Services and more information obtained for planned work to populate the Procurement Activity Plan (PAP)

Leadership & Governance		
1.5 Health & Social Care (MIJB) Support	Ongoing	Targeted support to develop infrastructure for MIJB Maintain contract timeline for monitoring purposes. Establish DPAP process or similar to manage Planned Work.
1.6 Supplier Development Programme (SDP) and Community Wealth Building	March 2023 Throughout the year	To continue to support Economic Development with the membership of SDP through the Moray Supplier Development Forum To support the development of a local Community identified benefits system and embed into relevant procurement projects To meet community wealth building expectations
Development & Tender		
1.7 Review workload allocation process and PO time management	March 2023 Throughout the year	To manage the team workload to ensure council priorities are met
1.8 Review sustainability questions to include new focus on Climate Change	March 2023 Throughout the year	To embed climate change issues into the procurement process
1.9 To support and deliver requirements identified in the Climate Change Action Plan	March 2023 Throughout the year	To meet climate change action plan expectations
1.10 Collection of Living Wage status	March 2023 Throughout the year	Linked to 1.1 and 1.2 - Capture of Living Wage status and understanding supplier position to maintain Living Wage accreditation at tender award stage

Contract		
1.11	Throughout the year	Carried forward from 2021/22
Post award implementation improvements:		To ensure that contract awards are subject to a full implementation plan with all stakeholders involvement as part of the operational improvement programme
Checklist/structure/pack for meeting		
Key Purchasing Processes		

SECTION B – Procurement Strategy Measurements.			
a. Savings			
The measure	Target	2022/23 (2021/22) Results	Will Demonstrate Comments
A1 Percentage of all council expenditure covered by contracted suppliers Total commercial spend – contract register annual estimated values for live contracts in year	95%	(95.26%)	Greater contractual exposure
A2 Value of procurement savings achieved through contracts live during the year	£1M	(2.038M)	The financial results from contracts
A3 Number of collaborative contracts awarded as a percentage of all commenced in year	40%	(34.08%)	Successful collaboration
A5 Percentage of contracts (including call off from framework) commenced in year that contain a contract benefit (all categories)	85%%	(84.92%)	Increasing focus on non-financial benefit

b. **Contracts**

The measure	Target	2022/23 (2021/22) Results	Will Demonstrate <i>Comments</i>
B2 Percentage of unplanned/ activity during the year	25%	(67.01%)	Measure to try and keep unplanned to a minimum

c. **Compliance**

The measure	Target	2022/23 (2021/22) Results	Will Demonstrate <i>Comments</i>
C3 Percentage of Account Payable transactions with a Purchase Order (where relevant ie non-recurring) number during year	75%%	(73.71%)	Compliance management

d. **Accessibility**

The measure	Target	2022/23 (2020/21) Results	Will Demonstrate Comments
D1 Percentage of contracts (including call offs) commenced during year to SMEs	82%	(24.02%)	SME access to our business – volume
D2 Percentage value of annual spend with SMEs for year	55%	(50.90%)	SME access to our business – by value
D3 Percentage value of spend with Moray, Highland and Aberdeen council areas	50%	(47.97%)	“local” access to our business – value
D4 Number of “events” held or participated in during year	10	(6)	Supplier engagement and internal training sessions

e. **Community Benefits -**

The Measure	Target	2022/23 (2021/22) Results	Will Demonstrate Comments
E1 Percentage of commenced contracts within the year that have a community benefit (category 7)	20%	(7.82%)	Sustainable duty performance
E2 Percentage of collaborative contracts commenced in the year that have a community benefit (category 7)	20%	(5.03%)	Sustainable duty performance

f. **Sustainability**

The measure	2018/19 Target	2022/23 (2021/22) Results	Will Demonstrate Comments
F1 Percentage of contracts commenced in the year that have incorporated a sustainable target (category 5)	20%	(8.94%)	Sustainable duty performance
F2 Score on Flexible Framework	Level 3	(Level 3)	Sustainable duty performance