

**Procurement Strategy Action Plan**

**2020/2021**

<b>Action</b>	<b>Strategic Objective</b>	<b>Responsibility</b>	<b>Timescale</b>	<b>Status</b>	<b>Update</b>
Complete Sustainability Toolkit following redesign by Scottish Government	Sustainable and Ethical	Procurement	March 2021		
Preparation of category plans for Social Care, ICT and Construction. Develop category plans for Fleet, Property and Waste	Compliance	Procurement & Resources	March 2021		
Deliver improvements identified from Procurement Competency Framework Assessments.	Compliance	Procurement	March 2021		
Pilot implementation of Electronic Contract Management	Contract and Supplier Management	Procurement & Resources	March 2021		
Implementation of Project Management software	Compliance	Procurement & IT Services	March 2021		
Introduce audit review arrangements as agreed by Corporate Management Team	Compliance	Procurement	September 2020		
Review of operation of Quick Quote	Compliance	Procurement	September 2020		
Implementation of Objective and development of electronic workflow to support tender and contract processes	Compliance	Procurement	March 2021		
Development of Procurement training modules	Compliance	Procurement & Personnel Services	March 2021		

Action	Strategic Objective	Responsibility	Timescale	Status	Update
Complete Procurement and Commercial Improvement Programme	Compliance	Procurement	March 2021		
Implementation of Community Benefit monitoring software	Community Benefits	Procurement & Resources	March 2021		
Prepare for new procurement arrangements on contracts and commodities as a result of Brexit	Contract and Supplier Management	Procurement & Resources	March 2021		
Manage supplier and supply chain impacts arising from COVID-19	Contract and Supplier Management	Procurement & Resources	March 2021		