

S40(2)

Reply by email: S40(2)

Telephone: 01636 655216/7

Email: freedom@nsdc.info

Your ref:

Our ref: **RFI-2016-0945**

18 August 2016

Dear S40(2)

Request for information: RFI-2016-0945

Your request for information about eTendering, procurement team size and training has now been considered. The information held by the Council relevant to your request is set out below:

1. Please state the total number of your procurement team

1 x FTE

2. Of members of the procurement team, please state the number that have a CIPS or other professional procurement qualification

None

3. Of this number, how many are currently undergoing procurement training?

None

4. What training is available to your procurement staff? Tick all that apply;

Training type	Response (please tick)	Additional comments
In-house training		
E-Learning	√	Crown Commercial Service
External training provider	√	Workshops/Seminars held by East Midlands law firms
Formal Body (CIPS)		

5. What e-Tendering system have your organisation adopted and, if it hasn't done so, when does it plan to?

Due North ProContract suite (recently acquired by Proactis)

6. Is your organisation aware that all local government organisations are required to adopt eTendering before 2018?

Yes

7. Are purchase orders required for each transaction across your organisation?

Yes

8. What is the percentage of staff within your organisation that have access to an eProcurement system

25%

9. Please name the provider of your e-procurement system

Advanced Business Solutions

10. Approximately what percentage of the staff in your organisation use this system?

25%

11. Does your organisation feel there are any limitations to the current system?

No assessment of this has yet been carried out, product in early stages of pilot and roll out.

Limitations of system	Satisfied	Un-satisfied	Additional comments
User friendliness			
User guides effectiveness			
Terminology easy to understand?			
Efficiency			
Multiple-quotes available?			
Traceability of			

transactions			
Supplier validation			
Implementation			
Cost			
Prevention of maverick spend			
Obtaining value per transaction			

This request has been handled under the Freedom of Information Act 2000.

If you have any further queries or concerns about the information provided please do not hesitate to contact us. If we do not hear from you within 40 days, starting the day after the date of this letter, we will consider the request closed.

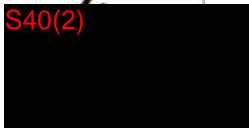
If following our response to your query you are still dissatisfied you have the right to request an internal review. This will be conducted by the Director of Safety or the Deputy Chief Executive who have not been involved with the request or complaint until this point. Should you wish to proceed to this stage please advise us quoting the reference number at the top of this page.

Should you be dissatisfied with the outcome of any internal review to the Council you have a further right of appeal to the Information Commissioner's Office, details of which can be found on the Information Commissioner's website www.ico.org.uk/

More details of this complaints process are available to view on our website at the following link: www.newark-sherwooddc.gov.uk/yourcouncil/makingarequestforinformation/accesstoinformation-complaintsprocedure/

Yours sincerely

David Clarke

S40(2)


Information Governance Officer