



P R O C U R E M E N T

Report to: STAR Joint Committee
Date: 20th July 2016
Report for: Information
Report of: Head of Strategic Procurement

Report Title

15/16 Balanced Scorecard Final Position

Purpose

The purpose of this report is to:

- Provide a final position statement on the balanced scorecard for the Financial Year 2015/2016

Recommendations

- For Information only

Contact person for access to background papers and further information:

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1. Full Year Position

1.1 Position

The final full year position on the Balanced Scorecard for 15/16 is very positive, STAR have met either the targets set in April 15 by the Board and Joint Committee or the October 15 revised targets.

1.2 Revised Targets

- C3 (planned exemptions) is a target increased from 50% to 60% in October 15, the final position for STAR is 71.6%
- C4 (filed contractual documents) is a target that was reduced in October 15 from 100% to 80%, the final position for STAR is 88.4%
- F2 (PIDS representing Savings) is a target that was increased in October 15 from 90 % to 100%, the final position for STAR is 100%
- S1 (social value (SV)) is a target that was reduced in October 15 from 50% to 40%, the final position for STAR is 58.2%

- S4 (Spend with SME's) is a target that was reduced in October 15 from 10% to 9%, the final position for STAR is 34%
- S5 (tender exercises with measureable SV outcomes) is a target that was reduced in October 15 from 40% to 30%, the final position for STAR is 32%
- P1 (Customer Satisfaction) is a target that was increased in October 15 from 50% to 85% , the final position for STAR is 85%

1.3 Original Targets

All targets that were not revised in October 15 have been met or exceeded, highlights for STAR are:

- C5 (planned procurements) the target set in April 15 was 65%, the final position for STAR is 88.2%
- S3 (local spend) the target set in April 15 was 30%, the final position for STAR is 34.3%

1.4 The DOP (Director of Procurement) and SMT (Senior Management Team) are very proud of the performance for 15/16 in particular the improvements made in the final quarter of the year.

1.5 The new balanced scorecard for financial year 16/17 is now established the new metric and measuring systems are being utilised. The revised metrics being measured are:

Finance 40%
 Compliance 30%
 Social Value 20%
 Performance/Customer service 10%

2 Summary

2.1 The final position reflects the progress made by STAR on delivering the objectives of the Joint Committee and the STAR Board. All targets have been met or exceeded.

2.2 STAR have taken some learning from the 15/16 scorecard and enhanced the reporting going into 16/17 in terms of Social Value and how the report is presented.

Appendix 1: April 16 Balanced Scorecard

Compliance (Weighting 30%)						STAR	
Ref	Metric	Measure ment Period	Target	Revised Forecast October 2015	Weighting	Achieved	Score
C1	Number of contracts in the work plan awarded without a successful legal challenge against the total number of	Annually	100%	100%	5%	100.0%	5.00
C2	% of 'live' / compliant contracts in the Contracts Register against the total number of contracts in the Contracts Register	Annually	90%	90%	10%	92.9%	10.00
C3	% of planned exemptions to the Contract Procedure Rules against the total number of exemptions	Annually	50%	60%	5%	71.6%	5.00
C4	% of signed contractual documents filed on The Chest within 12 weeks form Contract Award	Annually	100%	80%	5%	88.4%	5.00
C5	% of planned procurement activities in the work plan against the total number of work plan activities.	Annually	65%	65%	5%	88.2%	5.00
Compliance Score >							30/30
Finance (Weighting 40%)							
F1	% of achieved savings against target	Annually	90%	100%	35%	100.0%	35.00
F2	% of PIDs with Savings represented against all signed PIDs	Annually	90%	100%	5%	100.0%	5.00
Finance Score >							40/40

Social Value (Weighting 15%)							
Ref	Metric	Measure ment Period	Target	Revised Forecast October 2015	Weighting	Achieved	Score
S1	% of SV embedded in procurement documentation against the total number of work plan activities.	Annually	50%	40%	3%	58.2%	3.00
S2	Number of local employment opportunities created as defined in GMCA Social Value Policy (Comprising New Jobs & Apprenticeships)	Annually	TBA	100	3%	128	3.00
S3	% of overall spend that is spent in the Local area (based on the average between the three authorities)	Annually	30%	30%	3%	34.3%	3.00
S4	% of overall spend that is spent with SME's (based on the average between the three authorities)	Annually	10%	9%	3%	34.0%	3.00
S5	% Number of tender exercises resulting in a measurable SV outcome.	Annually	40%	30%	3%	32.0%	3.00
Social Value Score >							15/15

Performance (Weighting 15%)							
P1	% of satisfaction (Good or above) on completed Customer satisfaction surveys forms.	Annually	50%	85%	5%	85.0%	15.00
Performance Score >							15/15
Overall Score >							100/100
Variance Against Last Report							

Compliance (Weighting 30%)	30
Finance (Weighting 40%)	40
Social Value (Weighting 15%)	15
Performance (Weighting 15%)	15
Final Score >	100.0