

Assurance Map

Cluster – Commercial & Procurement Services

First Line of Defence (Do-ers)	Second Line of Defence (Helpers)	Third Line of Defence (Checkers)
<ul style="list-style-type: none"> - Trained & Qualified Staff - Procurement Training (E-Learning) - Operational procedures and guidance <ul style="list-style-type: none"> - Procurement Manual including templates and guidance - Intranet Page (Source of information & guidance) - Business Case Template and Process including intranet page - Contract Register (BOrganised System) Procedures and Guidance - Public Contracts Scotland – Guidance & User Guides - Procurement Fraud Risk Assessment 	<ul style="list-style-type: none"> - CMT Boards - Council Committees - Procurement Compliance Reporting (Risk Board) - Strategic Procurement Board (Chaired by ACC Chief Executive, with Senior management representation from other Shared Service Partners) - Procurement Regulations (Internal) - Financial Regulations - Policy documentation including Sustainable Procurement and Community Benefits Policy 	<ul style="list-style-type: none"> - Internal Audit (Regular Audits on Procurement Compliance) - External Audit and report - External reports from Scotland Excel including Procurement Capability and Improvement Plans (PCIP) - Scottish Government performance review and reports