

Jargon Buster

Acronym	Term	Description
CBs	Community Benefits	Social, economic and environmental benefits that are delivered by suppliers in addition to meeting the core requirements of the contract.
CDP	Carbon Disclosure Project	CDP is a not-for-profit charity that runs the global disclosure system for investors, companies, cities, states and regions to manage their environmental impacts.
CEC	The City of Edinburgh Council	Also referred to as the Council.
CERP	Council Emissions Reduction Plan	A report that sets out progress to deliver the key actions required to reduce Council carbon emissions to net zero by 2030.
Circular Economy		A sustainable system designed to eliminate waste and keep resources in use, creating economic, environmental, and social benefits.
CPS	Commercial and Procurement Services	The procurement team at the City of Edinburgh Council.
CWB	Community Wealth Building	A place-based approach to local economic development, which redirects wealth back into the local economy, and places control and benefits into the hands of local people.
EERI	Edinburgh's Employer Recruitment Incentives	It's an Edinburgh-based funding opportunity for employers to help with costs of recruiting and employing a new employee.
FWF	Fair Work First	Scottish Government's flagship policy for driving high quality and fair work across the labour market in Scotland by applying fair work criteria to grants, other funding and contracts being awarded by and across the

		public sector, where it is relevant to do so.
GHG	Greenhouse Gas	The collective term for emissions which contribute to the greenhouse effect by trapping heat from the sun. Carbon dioxide is a greenhouse gas, but other gasses such as methane also contribute to the greenhouse effect.
GPA	Government Procurement Agreement	The framework of World Trade Organisation policy that defines public procurement regulations.
ITT	Invitation to Tender	A summary document which sets out the procedure for any given tender exercise.
KPIs	Key performance indicators	Type of measurement unit usually expressed as a number, and it capturing a key driver of the business.
LAs	Local Authorities	A term used for councils in Scotland.
LEZ	Low Emission Zone	An area which sets an environmental limit on certain city roads, restricting access for the most polluting vehicles to improve air quality.
Net Zero		Achieving a balance between the carbon emitted into the atmosphere, and the carbon removed from it.
PBCCD	Public Bodies Climate Change Duty Reporting	Scotland's climate change legislation sets a target date for net zero emissions of all greenhouse gases by 2045. Public sector bodies play a key role in meeting this target and have statutory climate change duties under the Climate Change (Scotland) Act 2009 to cut greenhouse gas emissions; prepare for the impacts of climate change; and act sustainably.
PCS	Public Contracts Scotland	A platform that provides free access to public contract opportunities across Scotland.

PCS-T	Public Contracts Scotland Tender	A portal for submitting tenders which is used by a large number of authorities around Scotland for more complex procurement exercises.
PIN	Prior Information Notice	Buyers can advertise their intention to tender future planned procurements by publishing a Prior Information Notice (PIN) on Public Contracts Scotland.
PRF	Procurement Requirement Form	An internal document to start the procurement process within the Council.
QQ	Quick Quote	A process used by public sector buyers in Public Contracts Scotland to advertise low value/ low risk procurement requirements (normally under £50k in value).
SDP	Supplier Development Programme	The Supplier Development Programme is a business support initiative using training and information to improve the competitiveness of local businesses.
SES	Social Enterprise Scotland	The single intermediary for the social enterprise sector in Scotland, Membership led, representing the 'broad-church' of social enterprises trading for a social and/ or environmental purpose.
SMEs	Small and Medium Enterprises	An SME is any organisation that has fewer than 250 employees.
SPD	Single Procurement Document	The Single Procurement Document is a standard questionnaire that contains questions used at the selection stage of a procurement exercise. The SPD allows buyers to ask questions to identify suitably qualified and experienced bidders for their procurement. This helps to ensure that public money is

		spent with lawful, capable and financially stable suppliers.
SXL	Scotland Excel	A leading non-profit organisation serving Scotland's 32 local authorities. The Council uses a number of SXL contracts (frameworks), i.e. Education Materials.