

# North Lanarkshire Council Report

## Finance and Resources Committee

approval  noting

Ref

Date 18/09/19

## Annual Procurement Report 2018/19

**From** James McKinstry - Head of Asset and Procurement Solutions

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### Executive Summary

To advise the Committee of the council's Annual Procurement Report 2018/19 which has been prepared as required by the Procurement Reform (Scotland) Act 2014.

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### Recommendations

It is recommended that the Committee note;

- the content of the council's Annual Procurement Report 2018/19 (the 'Annual Report');
- that the Annual Report will be published on the council website;
- that the publication of the Annual Report will be notified to the Scottish Government to help inform a consolidated report to be prepared by Scottish Ministers on annual public procurement activity across Scotland during 2018/19.

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### The Plan for North Lanarkshire

Priority All priorities

Ambition statement All ambition statements

#### 1. Background

- 1.1 Legislation, requires Scottish public bodies with annual procurement spend greater than £5 million (which includes the council) to develop and publish an organisational procurement strategy and to keep the procurement strategy under regular review. The Scottish public bodies that are required to maintain a procurement strategy are also required to prepare and publish an annual procurement report.
- 1.2 The legislation sets out what, as a minimum, each annual procurement report must contain, reports must include;

- a summary of all regulated procurements completed during the year;
- a review of whether those procurements complied with the public bodies procurement strategy
- where any procurements did not comply a statement of how the public body intends to ensure future regulated procurements do comply;
- a summary of community benefits that were fulfilled during the year;
- a summary of any steps taken to facilitate involvement of supported businesses;
- a summary of regulated procurements the public body expects to commence in the next two years; and
- such other information as the Scottish Ministers may by order specify.

1.3 The legislation requires that the Annual Report is published on the Internet.

1.4 The legislation also requires Scottish Ministers to publish a consolidated annual report on procurement activity in Scotland; the first such report was published on 4 April 2019. It provides an overview of public procurement activity and is informed by the individual annual procurement reports published by public bodies in Scotland.

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## **2. Report**

2.1 This is the council's second annual procurement report and covers the period 1st April 2018 to 31st March 2019. The Annual Report evaluates the extent to which Regulated Procurement activity during the reporting period, by way of the monitoring of a wide range of performance measures, was undertaken in accordance with councils published procurement strategy. Regulated procurement refers to any procurement above £50,000 for supplies and services or £2,000,000 for works.

2.2 The Annual Report also supports the council's commitment to transparency within its procurement activity and documents procurement performance against the objectives and targets contained in the council's procurement strategy.

2.3 The Annual Report that the council has prepared in order to meet the legislative requirements is provided as an appendix to this report.

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## **3. Equality and Diversity**

3.1 Fairer Scotland Duty – N/A

3.2 Equality Impact Assessment - N/A

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## **4. Implications**

4.1 Financial Impact

Maximising the delivery of procurement benefits will bring improved financial return to the council and the areas wider economy. Certain benefits have a monetary value attached and these will be monitored on a project by project basis. Financial savings attributable to procurement activity have helped the council achieve its budgeted savings targets.

#### 4.2 HR/Policy/Legislative Impact

Contracts awarded by the council must be compliant with procurement legislation, statutory guidance and the council's internal procurement procedural rules. (General Contract Standing Orders).

Procurement legislation is now driving a number of benefits that can be realised through good procurement practice. These include legislative requirements in relation to;

- procurement strategies and annual reports;
- advertising contract opportunities;
- a Sustainable Procurement Duty;
- community benefits;
- fair work practices;
- notification of the outcome of contract award procedures; and
- consultation with those affected by council procurements.

#### 4.3 Environmental Impact

Sustainable procurement is one of the key objectives of the council's procurement strategy and will have a positive including, embedding sustainable procurement as business as usual and incorporating community benefits into our contracts. Supporting local businesses and SMEs through closer working with colleagues in the Enterprise team and the Supplier Development programme and by making our processes more streamlined and accessible;

#### 4.4 Risk Impact

Adopting the procurement strategy will improve controls, increase compliance, improve governance, build capacity and capability, introduce a commercial focus and will deliver better outcomes from our procurement activity.

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### 5. Measures of success

- 5.1 The council's procurement strategy supports the delivery of council service priorities and wider social, economic and financial policy objectives.

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### 6. Supporting documents

- 6.1 Appendix – Annual Report



**James McKinstry**  
**Head of Asset and Procurement Solutions**

# North Lanarkshire Council Annual Procurement Report

1 APRIL 2018 – 31 MARCH 2019

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## 1. Introduction

North Lanarkshire Council (the Council) is a unitary authority, the fourth largest in Scotland, and is responsible for the delivery of a wide and diverse range of statutory and discretionary public services.

We deliver our services through a mixed economy acting as both a provider, through direct provision of services using our own workforce and assets, and an enabler with services delivered through private Providers, the Third Sector and Supported Businesses.

In the period 1st April 2018 to 31st March 2019, covered by this report our total procurement spend was £442 million.

The Procurement Reform (Scotland) Act 2014 (the Act) requires us to prepare an annual procurement report on our Regulated Procurement activities as soon as reasonably practicable after the end of that financial year.

Accordingly, we are pleased to publish our second annual procurement report covering the period 1st April 2018 to 31st March 2019. As required under the Act, the content of this report includes;

- a summary of all Regulated Procurements completed;
- a review of whether those Regulated Procurements complied with our published Procurement Strategy and where Procurements did not comply a statement on how we intend to ensure future compliance;
- a summary of any Community Benefit requirements imposed as part of a Regulated Procurement that were fulfilled;
- a summary of the steps we have taken to facilitate the involvement of Supported Businesses; and
- a summary of Regulated Procurements we expect to commence in the next two financial years.

Our Procurement Strategy can be found at;

[Procurement Strategy](#)

You can find out more about our procurement approach at;

[Procurement Information](#)

The owner of our annual procurement report is Mr James McKinstry, Head of Asset and Procurement Solutions

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## 2. Reporting Period Highlights

In the period 1st April 2018 to 31st March 2019, covered by this report;

- we awarded 67 contracts with a total value of over £205m, these contracts awarded to 236 unique Providers;
- 53% of the Providers awarded a contract are based in North Lanarkshire, the total value of the contracts awarded to those Providers was £128,320,455.00;
- 81% of the Providers awarded a contract are SMES, the total value of the contracts awarded to those Providers was £122,506,361.52;
- we paid 90% of valid invoices within thirty days, getting cash into the economy as quickly as possible;
- 88% of the Providers awarded a contract are Scottish or have a base in Scotland;
- we secured a range of Fair Work Practices across 84% of our contracts, improving pay and conditions for those working in our supply chain;
- 71% of the Providers awarded a contract are committed to paying workers engaged in the delivery of these contracts the Living Wage;
- 42% of the contracts we awarded are delivering community and social benefits;
- we delivered around 500 hours of procurement related training, building capability and capacity across the organisation;
- we continued to deliver support to SMEs to access public sector opportunities through the Supplier Development Programme by providing free training, information, webinars and templates;
- we secured a score of 70% in our latest Procurement Commercial Capability Programme assessment, a significant improvement on our previous score. The Council is now placed in the top performance band as determined by the Scottish Government; and
- 83% of our performance indicators show improvement when compared with the previous reporting period.

## 3. Summary of Regulated Procurement Activity

In total we completed 67 Regulated Procurements during the reporting period, the total value of the resultant contracts was £205,184,135.31. 236 unique Providers were awarded a contract in the reporting period.

Regulated Procurement refers to any Procurement above £50,000 for Supplies and Services or £2,000,000 for Works. A Regulated Procurement is completed when the contract award notice is published or where the contract award procedure otherwise comes to an end. Regulated Procurements can refer to new contracts and framework agreements but also to mini-competitions and call offs from existing framework agreements.

The Regulated Procurements we completed included projects supporting our ambitious capital investment programme of work and our business as usual activity.

A full list of the Regulated Procurements completed in the reporting period is provided as Appendix 1.

#### **4. Review of Regulated Procurement Compliance**

Our Procurement Strategy is published on our website, the Procurement Strategy is subject to regular review, the most recent review was approved by the Council in September 2019. Our Procurement Strategy details how we will take an innovative approach to Procurement and provide Social Value to local residents and businesses and the wider Scottish economy.

Our Procurement Strategy also sets out how Regulated Procurement will be undertaken in compliance with the Act and in support of the Councils overall strategic priorities and ambitions.

Our Regulated Procurements are undertaken in accordance with a legal and procedural framework. Legal and procedural requirements are set out in our internal rules governing our procurement activity and supported by a comprehensive procurement toolkit containing templates and supporting documents which are aligned with the Scottish Government Procurement Journey. Our approach to Procurement requires that the entire Procurement process is documented and includes a number of review points. Individual Procurement exercises are reviewed on completion of the contract award and increasingly at the end of the contract. Procurement activity is also subject to internal and external audit. These combined process ensure that Regulated Procurements are undertaken in compliance with our Procurement Strategy.

In order to allow us to have a clear understanding of our Procurement activity and performance against the objectives contained within our Procurement Strategy we have developed and report on a number of performance measures. This will help us to measure and evaluate if the actions set out in our Procurement Strategy are being met, making a difference and to benchmark our procurement performance with others.

Our performance for our Regulated Procurements in the reporting period is provided in Appendix 2.

Overall, 78% of these performance indicators have been maintained or show improvement when compared with the previous reporting period.

Our performance in the reporting period for the wider objectives set out in our Procurement Strategy is provided in Appendix 3.



Overall, 90% of these performance indicators have been maintained or show improvement when compared with the previous reporting period.

To support the successful delivery of our Procurement Strategy and to further improve our Procurement capacity and capability we develop and implement an annual Procurement improvement plan, delivery of the improvement plan is overseen by a governance group made up of senior Council officers.

Key benefits delivered include:

- review of our Procurement Strategy;
- updating process and procedures to comply with the requirements of the new procurement rules and regulations;
- increasing the time spent on strategic aspects of Procurement activities.
- supporting the council's overall savings targets including the successful delivery of the procurement savings target;
- embedding the Council's approach to Community Benefits and Sustainable Procurement into all relevant and proportionate contracts delivering a greater volume and increased variety of outcomes across a wider range of commodities;
- transitioning to the Scottish Government Procurement Journey which standardised and aligned our processes and procedures and reduced risk and duplication;
- introduction of a corporate approach to Contract Management to ensure that contracts deliver the expected outcomes and that supplier performance is monitored; and managed;
- building a stronger relationship between Category Managers and procuring service areas to undertake category reviews, develop Procurement Plans and to further develop procurement capacity and capability;
- ensuring Small and Medium-sized Enterprises (SMEs) are provided targeted opportunities as standard within our Quick Quote process (Supplies and Services under £50,000, Works under £500,000);
- the fulfilment of our Procurement Plans;
- introduction of a procurement 'benefits tracker' to track both commercial and non-commercial benefits secured from our Procurement activity; and
- the delivery of a wide range of procurement training/awareness for our internal procurement network which ensures that our procurement network is able to deliver Regulated Procurements which are compliant;
- re-establishment of a senior governance group to set and oversee the strategic priorities for Procurement and the successful delivery of our Procurement Strategy and procurement improvement plan: and
- an improvement in our Procurement and Commercial Improvement Programme (PCIP) assessment score, from 56% in 2017 to 70% in the latest assessment.

Our review of the Regulated Procurements completed, progress with the implementation of our improvement plan and our performance against the measures set out in this annual report has allowed us to identify a number of further areas of improvement;

- continue to work with the procurement network to embed the agreed approach to Community Benefits, Sustainable Procurement and Contract Management consistently across the organisation;

- further refine our approach to tracking and reporting benefits delivered from our Procurement activity;
- adopt a more focused approach to the provision of procurement training and development aligned with the Scottish Governments Procurement Competency Framework;
- further expand our use of technology to support the 'purchase to pay' process; and
- the Councils procurement capability and capacity is regularly independently assessed as part of the national PCIP. In the latest PCIP assessment, undertaken in April 2019, the Council achieved a score of 70% placing the Council in the top performance band. Notwithstanding, we are targeting further improvement in this score at our next PCIP assessment in 2021.

Planned improvement actions are included in our 2019/22 procurement improvement plan.

## 5. Community Benefit Summary

The Act requires that we “must consider whether to impose Community Benefit requirements as part of the Procurement” when the estimated contract value is greater than or equal to £4 million. However, Community Benefits are a key objective of our Procurement Strategy and as such our internal rules for Procurement stipulate that Community Benefits must be considered for inclusion in all Procurements with an estimated value greater than £1million, a considerably lower financial threshold than required by the Act.

We awarded 15 contracts with a value of £4million or greater of which 87% of these contracts contained a Community Benefits Requirement.

We awarded 12 contracts with a value of between £1million and £4million of which 67% of these contracts contained a Community Benefits Requirement.

We have introduced internal processes to ensure that Community Benefits are considered for inclusion in all relevant contracts in line with the requirements of the Act and our internal rules for Procurement. When initiating Procurement activity, client departments are required to consider and highlight potential Community Benefits considerations for inclusion where relevant. Not all contracts, by virtue of their subject matter, are suitable for the inclusion of a Community Benefit and/or a Fair Work Practice requirement.

Delivery of agreed Community Benefit outcomes is monitored through our approach to Contract Management and recorded in our procurement benefits tracker.

Community benefits outcomes are classified and captured over five themes;

- targeted recruitment and employment;
- targeted skills and training;
- vocational training and qualifications;
- supply chain development; and
- community engagement.

Appendix 4 provides details of all Community Benefits outcomes delivered during the reporting period.

## **6. Supported Businesses Summary**

The Act requires us to include “a summary of any steps taken to facilitate the involvement of Supported Businesses in Regulated Procurements during the period year by the report”.

Our internal procurement rules require that consideration be given to inclusion of Supported Businesses in all Regulated Procurements. Procuring officers make reference to the register of Supported Businesses supplied by the Scottish Government and an expanded list of potential Supported Businesses provided by the Ready for Business organisation to identify possible options to engage with Supported Business.

We own, operate and actively promote a Supported Business, North Lanarkshire Industries (NLI). We have a number of agreements in place with NLI for a range of services including the provision of furniture, furniture refurbishment, document storage and the servicing of fire equipment. The combined value of these arrangements in the reporting period was £1.36 million.

We made no further contract awards to Supported Businesses in the reporting period.

Although consideration is always given to the involvement of Supported Businesses the Supplies, Services or Works associated with the majority of Procurements are not generally provided by existing Supported Businesses, this restricts our ability to make a significant number of contract awards to a Supported Business.

We also purchase a range of goods from external Providers who have supply chain arrangements with Supported Business, whilst we don't contract with these Supported Business direct, they benefit from our procurement activity.

## **7. Future Regulated Procurements Summary**

The Act requires that our annual procurement report must include “a summary of the Regulated Procurements that we expect to commence in the next two financial years.”

Future Regulated Procurements have been identified via the following means:

- current contracts recorded in our contract register that will expire and need to be extended or re-let over the next two years;
- new procurements identified via future work plans provided by Council service teams; and
- new procurements identified via anticipated work plans for our ambitious investment programme of works.

We expect to commence 129 Regulated Procurements in the next two financial years, the total estimated value of these procurements is £486 million.

A full list of anticipated Regulated Procurements in the next two years can be found in Appendix 5.

## Appendix 1 – Full List of Regulated Procurements

Date of Award	Contract - Subject Matter	Name of the Supplier(s)	Estimated Value of the Contract	Contract Start Date	Contract End Date
10/04/2018	Seven Lochs Heritage Project, Visitor Centre Extension and Refurbishment, Drumpellier	McBains	£76,153.83	30/03/2018	30/03/2020
12/04/2018	Planning Building Control & Property Systems	Ibox Software Ltd	£287,466.13	01/04/2018	31/03/2021
19/04/2018	3 5 Year old Early Learning & Childcare Provision	Auchinbee Care Ltd T/A Auchinbee Children's Nursery and Out of School Care, Bellwood Nursery, Craigard Nursery, C&K Nursery & Out of School Care, Daisy Daycare Ltd, First Class Day Nursery, Amcol Scotland T/A Fullwood Nursery, Heathpark Nursery, Kidstore Childcare Ltd, Kirktonholme @ Coatbridge, Kirktonholme Nursery @ Piccolo, Kirktonholme Nursery @ Wishaw, Little Hands Nursery, Little Treasures Nursery, Lochview Nursery Ltd, Manor Park Nursery, New College Lanarkshire Coatbridge Campus Nursery, Noah's Ark Nursery, Overtown Community Nursery, Preschool Academy, Rainforest Nursery, Snowdop Nursery, Step By Step Nursery, Stepping Stones Nursery School (Airdrie) Ltd, The Bumble Bee Nursery, Tiny Tots Academy, Viewpark Montessori Nursery, Windmill Nursery, Amcol Scotland Ltd T/A Firtrees Nursery, Bertram Nurseries Group, Happitots Nursery, Collin Care Ltd (1, Cabbage Patch, 2. Kiddieshack), Papillon Private Nursery Ltd (1. Bellshill, 2. Maxim)	£8,800,000.00	01/08/2018	31/07/2020
23/04/2018	Webcasting Services	Public-i Group Ltd	£53,735.00	01/05/2018	30/04/2023
25/04/2018	Strathclyde Loch Start Installations and Presentation Pontoon	Inland & Coastal Marina Systems UK Ltd	£107,720.00	23/04/2018	31/08/2018
08/05/2018	Online School Payments	Cash Registers (Buccleuch) Ltd	£86,914.50	03/05/2018	30/04/2021

24/05/2018	Carriageway and Car Park Resurfacing / Reconstruction and Minor Repairs	Luddon Construction Ltd, John McGeady Ltd, Newlay Civil Engineering Ltd, MacLay Civil Engineering Ltd, Finco Contracts Ltd, Mac Asphalt Ltd, Tarmac Trading Ltd, JH Civil Engineering Ltd	£20,000,000.00	05/10/2018	16/09/2020
28/05/2018	MTC - UPVC Door and Window Repairs 2018-22	Walker Profiles Ltd	£8,000,000.00	04/06/2018	05/06/2020
31/05/2018	MTC - Gas, Electric and Renewable Heating 2018-21	Saltire Facilities Management Ltd, Everwarm Ltd	£27,000,000.00	04/06/2018	03/06/2021
01/06/2018	Mental Health Services For Adults	Scottish Association for Mental Health	£3,009,144.00	01/07/2018	30/06/2020
07/06/2018	MTC - Asbestos Air Monitoring, Surveys & Sampling to Domestic & Non-Domestic Properties	North Star Environmental Ltd, Asbestos Buildings Surveys, Environmental Essentials Ltd	£4,400,000.00	04/06/2018	03/06/2021
21/06/2018	Bottled Water and Associated Products	Angel Springs Ltd Trading as Waterlogic UK	£160,000.00	01/07/2018	30/06/2020
22/06/2018	Bitumen Macadam (Bitmac) Repairs 2018-22	MacLay Civil Engineering Ltd, Mac Asphalt Ltd	£12,000,000.00	02/07/2018	01/07/2022
29/06/2018	Lead Consultancy Commission - East Airdrie Link Road	WSP	£2,738,916.00	01/06/2018	31/03/2025
29/06/2018	Kerbside Collected Residual and HWRC General Waste Treatment Services	Viridor Waste Management Ltd	£17,146,500.00	01/06/2018	31/12/2020
16/07/2018	Digital Business Partner	PricewaterhouseCoopers	£6,400,000.00	21/06/2018	20/06/2022
17/07/2018	Ravensraig Civic Greenspace - Professional Services	Ironside Farrar	£108,110.00	11/07/2018	31/03/2022
02/08/2018	Water Quality Control 2018-2022	HBE Risk Management, SPIE Ltd	£1,920,000.00	01/08/2018	31/07/2021
10/08/2018	Heavy and Municipal Vehicles	FAUN Zoeller, Imperial Commercials Ltd	£3,774,331.00	27/02/2019	21/06/2019
29/08/2018	Foundation Apprenticeship Delivery - Engineering 2018 Cohort	East Kilbride & District Engineering Group Training Association Ltd	£100,000.00	29/08/2018	26/06/2020
29/08/2018	Phase 3 Furniture Committee Rooms, 1st Floor Civic Centre	Wagstaff Interiors Group	£74,015.90	28/09/2018	16/10/2018
04/09/2018	Advertising and Public Information Notices	Spiritmedia Scotland	£160,000.00	31/08/2018	30/08/2019
14/09/2018	Framework for Foundation Apprenticeships from 2018	Glasgow Clyde College, South Lanarkshire College, New College Lanarkshire, Motherwell Campus	£4,000,000.00	12/09/2018	01/06/2023

24/09/2018	Supply, Installation, Removal, Servicing and Maintenance of Stairlifts and Hoists	Handicare Accessibility Ltd, Stairlifts (Scotland) Ltd	£10,000,780.00	01/10/2018	30/09/2021
28/09/2018	Occupational Health Service	Health Management Ltd	£1,750,000.00	01/10/2018	01/10/2021
01/10/2018	Construction of New Build Housing - Lismore Drive, Coatbridge (former St James Primary School)	CCG (Scotland) Ltd	£9,817,716.22	01/10/2018	30/09/2020
12/10/2018	Active Literacy Magnetic Board Pack and Letters	Streamline Corporate	£450,000.00	15/10/2018	14/10/2019
15/10/2018	Footway, Footpath & Paved Areas Resurfacing/Reconstruction & Minor Repairs	Advance Construction Scotland, Complete Paving Requirements (Scotland) Ltd, Hillhouse Quarry Group Ltd, John McGeady Ltd, Luddon Construction Ltd, Mac Asphalt Ltd, MacLay Civil Engineering Ltd, Newlay Civil Engineering Ltd	£10,000,000.00	05/10/2018	16/09/2020
02/11/2018	Structural Surveys Phase 3 to Various North Lanarkshire High Rise Tower Blocks	Michael Dyson Associates Ltd	£1,280,750.00	29/10/2018	28/10/2019
05/11/2018	Design and Build of Multi Use Games Area	KOMPAN Scotland Ltd, Allsports Construction & Maintenance Ltd	£417,438.39	02/11/2018	29/03/2019
08/11/2018	Multi Use Games Areas - 5 Sites	KOMPAN Scotland Ltd, Allsports Construction & Maintenance Ltd	£255,991.15	02/11/2018	29/03/2019
13/11/2018	Economic Impact Assessment - Rail Connections	Mott MacDonald	£81,669.95	08/11/2018	28/02/2019
30/11/2018	Provision of Washroom Solutions	Rentokil Initial UK Ltd	£380,000.00	01/12/2018	30/11/2022
06/12/2018	Design and Build of a Play Area at Palacerigg Country Park	Kompan Scotland Ltd	£279,900.41	29/11/2018	10/05/2019
18/12/2018	Kilsyth FPS Option Appraisal	WSP	£70,252.59	17/12/2018	29/03/2019
19/12/2018	Ravenscraig South - Assessment of Environmental Impact	Sweco UK Ltd	£82,489.00	17/12/2018	31/08/2019
19/12/2018	Maintenance of Air Monitoring Equipment 2018-21	Horiba UK Ltd	£88,293.06	18/12/2018	31/10/2021
19/12/2018	Flat Roofing Repairs and Replacement	Braedale Roofing Ltd, McConnell Roofing, M&J Group (Construction & Roofing) Ltd, Procast Building Contractors Ltd	£5,200,000.00	10/12/2018	09/12/2022
21/12/2018	Scottish Housing Options eLearning Toolkit Material Design and Hosting	Aurion Learning	£400,300.00	18/12/2018	17/12/2021

21/12/2018	Framework for Service linked to Scottish Attainment Challenge and Pupil Equity Fund	Achieve More Scotland, Action for Children, Baldy Bane Theatre Company, Barnardo's, Bellshill & Mossend YMCA, Box Soccer Training, Caber Enterprises T/A ABC Creative Music, Catch Up, Children 1st, Connect, Creatovators CIC, Curriculo Solutions Ltd, Do-Be Ltd, Ekosgen, ENABLE Scotland, FOCUS West, Glasgow Clyde College, Glasgow Music Studios Ltd, Hodden & Stoughton Ltd T/A Hodder Gibson, Impact Arts, Includem, Intergenerational Mentoring Network, Kibble Education & Care Centre, LANDED Peer Education Service, Leading Figures, Liber8 Lanarkshire, Lifelink (trading name for Royston Stress Centre Ltd), Live-N-Learn, Love Learning Scotland, Mark Brown Programmes, Moscardini Education, New College Lanarkshire, PE Plus Ltd, Place2Be, Positive People Development (Scotland) Ltd, Practically Primary Science, Quarriers, Rathbone, Reeltime Music, RRM, Routes to Work Ltd, Scottish Sports Future, Skillforce Development, Speech & Language Zone, Square Pegs Coaching, TeenTalkScotland, The Conservation Volunteers Scotland, The Health & Wellness Hub, The Outward Bound Trust, The Spark, Therapeutic Counselling Services Ltd, Tree of Knowledge, Viewpark Family Centre Association Ltd, VIG Orkney, Volunteering Matters, Windmills Cafe	£16,000,000.00	11/12/2018	10/12/2022
03/01/2019	MTC - Lead Water Mains Replacement 2018-23	Belac Group Ltd	£3,000,000.00	26/11/2018	25/11/2021
04/01/2019	Machine Replacement in Secondary School Design and Technology Departments	TechSoft UK Ltd	£110,000.00	20/12/2018	31/03/2019
18/01/2019	Licence, Support and Maintenance for Revenues and Benefits System	Civica UK Ltd	£264,000.00	19/01/2018	19/01/2020
21/01/2019	Transport of Pupils with Additional	A&D Travel, ASK Taxis, Airdrie Taxis, Al Be Back, Alexander Mackie, Anthony Hamilton, B&D	£2,849,996.00	16/08/2018	25/06/2021

	Support Needs 2018-21 List 1	Cars, CAB, Catherine Slavin Lowe, Central Cab Company, Club Taxis Ltd, CTOA, David Cupples, Derek Moss, Douglas Thomson, Elite 4 Travel Bothwell Ltd, Ferguson Mini Bus Hire, Gerry's Mini Bus Hire, Ian McKinna, I-CAB, James Casserly, James Docherty, James Galloway, James McGill, Jim Bennett, John Arnott, John Irvine, John Watson, John Webb, Joseph Welch, JS Taxis, Kenny Weir, Kilsyth Taxis, Lanarkshire Private Hire Ltd, Margaret Bennett, Peter Grant, RD Travel, Rober Wilson Taxis, Stephen Morrow, Stewart McGuinness, Thomas Downey, Tony McNee, Town Taxis, Twin Cabs, United Maxis Taxis, William Gray			
21/01/2019	Transport of Pupils with Additional Support Needs 2018-21 List 2	AA Mobility, Airdrie Taxis, Alexander Mackie, Alma McGregor, Anthony McGarvey, BC Travel, Central Cab Company, CTOA, D&M Taxis, Daniel Phee, David Lawrie, Downie & McCole, Ian McKinna, Jean Cox, John McGill, Kenny Weir, Lanarkshire Private Hire Ltd, Lianne McGill, Mark Lyons, Matthew McLafferty, Michael Rafferty, Mukisa Kazadi Ngoie, North Lanarkshire (Belshill) Private Hire Ltd, Paul Hughes, Quick Cabs, R&K Taxis, Redline Cabs, Thomas Boyle, Town Taxis, Twin Cabs, United Maxis Taxis	£2,032,830.00	16/08/2018	25/06/2021
24/01/2019	Wheeled Compact Sweepers	Johnston Sweepers Ltd	£373,250.00	23/01/2019	23/02/2019
25/01/2019	Tractors & Ride-on Mowers	Hamilton Bros (Eng) Ltd, Nairn Brown (Glasgow) Ltd	£152,611.00	25/01/2019	28/02/2019
25/01/2019	Independent Auditing Service for Gas Works Carried out on North Lanarkshire	CORGI Technical Services Ltd	£103,685.00	19/05/2017	31/03/2018
28/01/2019	Hand Operated Floor Cleaning and Floor Care Equipment	DMG Floorcare Ltd	£362,000.00	01/11/2018	31/10/2021
29/01/2019	Excavators	Scot JCB Ltd	£73,600.00	29/01/2019	28/02/2019
30/01/2019	Podiatry Services Framework	WilsonGrant Podiatry	£120,000.00	24/01/2019	23/01/2021
30/01/2019	Design Supply and Installation of Outdoor Gyms (3 Locations)	Proludic Ltd	£115,000.00	01/03/2019	30/06/2019
04/02/2019	North Lanarkshire Adult Carer and Young Carer Support Services	Lanarkshire Carers Centre, Action for Children, North Lanarkshire Carers Together	£9,037,629.00	01/03/2019	28/02/2023



07/02/2019	Personal Protective Equipment (PPE)	JBS GROUP	£127,637.88	27/04/2018	31/03/2020
20/02/2019	Recycle & Refuse Containers	MGB Plastics	£129,740.00	16/08/2017	31/08/2017
20/02/2019	Supply & Delivery of Albano Rowing Course	Polaritas-GM Ltd (HU)	£62,861.50	20/02/2019	31/03/2019
26/02/2019	Design Supply and Installaiton of a Play Area Project Group 1 of 2	Hags SMP Ltd, Hawthorn Heights Ltd, Proludic Ltd	£221,282.00	21/02/2019	21/06/2019
26/02/2019	Geo-technical and Geo-environmental Investigation and Assessment for Various Locations	RPS Consulting Services Ltd	£121,391.68	03/12/2018	31/03/2019
27/02/2019	Heavy Vehicles 2018 Tranche 2 Lots 1 and 2 RCVs	Heil Farid European Company Ltd, Faun Zoeller	£725,000.00	27/02/2019	21/06/2019
04/03/2019	MTC - Controlled Door Entry Systems and Associated Works 2019-21	SPIE Scotshield Ltd, Fortress Security Ltd	£1,400,000.00	18/03/2019	18/03/2020
13/03/2019	Microsoft Enterprise Agreement (EA) & Enrollment For Education Solutions (EES) 2019-22	Phoenix Software	£3,979,751.50	01/04/2019	31/03/2022
28/03/2019	BA Childhood Practice - Cohort 1	University of Strathclyde	£120,000.00	28/03/2019	28/03/2023
28/03/2019	Contract Progress Analyst/Programmer	Harvey Nash PLC, Parity Professionals Ltd	£166,500.00	01/04/2019	31/03/2020
28/03/2019	MTC - Independent Gas Audit 2019-22	CORGI Technical Services Ltd	£174,191.00	27/05/2019	27/05/2021
28/03/2019	Design Supply and Installation of a Play Area. Project Group 2 of 2	Sutcliffe Play Scotland Ltd, Kompan Scotland Ltd, Hawthorn Heights Ltd, Wickstead Leisure Ltd	£181,967.62	18/03/2019	31/07/2019
28/03/2019	Ravenscraig Infrastructure South - Geotechnical Services & Site Investigations	Sweco UK Ltd	£120,624.00	01/04/2019	30/11/2019
28/03/2019	Provision of a Revenues and Benefits System	Civica UK Ltd	£2,100,000.00	28/03/2019	27/03/2024

## Appendix 2 – Regulated Procurement Compliance – Performance Indicators

Ref	Performance Measure	2017/18 Outcome	2018/19 Outcome	Expected Trend
1.	Percentage of Route 3 contract award procedures covered by a Sourcing Methodology	100%	100%	Maintain
2.	Percentage of Route 2 contract award procedures covered by a Sourcing Methodology	100%	100%	Maintain
3.	Percentage of Route 3 contracts under proactive contract management	78%	95%	Increase
4.	Percentage of Route 2 contracts under proactive contract management	83%	73%	Increase
5.	Percentage of Route 3 contracts awarded - contract award criteria MEAT	100%	100%	Maintain
6.	Percentage of Route 2 contracts awarded - contract award criteria MEAT	94%	97%	Increase
7.	Number of contracts awarded from collaborative contracting arrangements	42%	43%	Increase
8.	Percentage of contracts awarded that were advertised on the national procurement portal	98%	100%	Increase
9.	Percentage of contracts awarded incorporating sustainability test	86%	91%	Increase
10.	Percentage of contracts awarded containing two or more lots	38%	37%	Increase
11.	Percentage of contracts awarded comprising only 1 bid	13%	19%	Decrease
12.	Number of contracts awarded to Supported Businesses	N/A	1	Increase
13.	Value of contracts awarded to Supported Businesses	N/A	£1.36m	Increase
14.	Percentage of contracts (number) awarded to SME's	N/A	49%	Maintain
15.	Percentage of contracts (number) awarded to local Providers	N/A	12%	Increase
16.	Percentage of contracts (number) awarded to Third sector bodies	N/A	13%	Increase

17.	Percentage of contracts (number) awarded using the Negotiated Tendering Procedure	2%	0.04%	Decrease
18.	Percentage of contracts (value) awarded using the Negotiated Tendering Procedure	N/A	0.02%	Decrease
19.	Percentage of contracts awarded (number) that included pre-market engagement	6%	0.07%	Increase
20.	Percentage of contract award decisions (number) - successful legal challenge	0%	0%	Maintain
21.	Percentage of contract award procedures (number) - cancelled	5%	11%	Decrease
22.	Percentage of contracts awarded (number) that included a scored Fair Work Practices criterion.	82%	84%	Increase
23.	Percentage of suppliers awarded a contract who have committed to payment of the real Living Wage	78%	71%	Increase
24.	Percentage of suppliers awarded (number) a contract who are Living Wage accredited employers.	N/A	15%	Increase
25.	Percentage of suppliers awarded (number) a contract who have signed up to the Scottish Business Pledge	N/A	0.06%	Increase
26.	Percentage contracts awarded (number) with a value of £4 million or greater that contained a Community Benefits Requirement.	75%	87%	Increase
27.	Percentage contracts awarded (number) with a value of between £1 million and £4 million that contained a Community Benefits Requirement.	82%	67%	Increase
28.	Percentage of contracts awarded that complied with the organisational procurement strategy	N/A	88%	Increase
29.	Percentage of contracts undertaken (number) digitally - PCST	8%	28%	Increase
30.	Percentage of contracts undertaken (number) digitally – PCS mailbox	92%	72%	Decrease
31.	Percentage of customer satisfaction (biennial survey)	71%	N/A	Increase
32.	Percentage of supplier satisfaction (biennial survey)	83%	N/A	Increase
33.	Percentage of total "success measures" staying the same or improving (Appendix 2)	82%	78%	Increase

### Appendix 3 – Wider Strategic Performance Indicators

Ref	Performance Measure	2017/18 Outcome	2018/19 Outcome	Expected Trend
1.	Percentage of cashable savings target achieved	100%	100%	Maintain
2.	Procurement and Commercial Improvement Programme (PCIP) Score (biennial)	N/A	70%	Increase
3.	Percentage of the total procurement spend with SMES during the reporting period	44%	47%	Increase
4.	Percentage of the total procurement spend with Third Sector bodies during the reporting period	N/A	16%	Increase
5.	Percentage of the total procurement spend with Providers in North Lanarkshire during the reporting period	27%	27%	Increase
6.	Percentage of the total procurement spend with Supported Businesses during the reporting period	N/A	0.0209%	Increase
7.	Percentage of the total procurement spend from collaborative contract arrangements during the reporting period	24%	29%	Increase
8.	Percentage of valid invoices paid in 30 days or less during the reporting period	91%	90%	Increase
9.	Percentage of total procurement spend with contracted Providers	90%	90%	Increase
10.	Forward procurement plans published on the internet	Yes	Yes	Maintain
11.	Contract register published on the internet	Yes	Yes	Maintain
12.	Annual Procurement Report published on the internet	Yes	Yes	Maintain
13.	Procurement Strategy reviewed and published on the internet	Yes	Yes	Maintain
14.	Number of business focussed engagement events supported	3	3	Maintain
15.	Achieve and maintain Living Wage Employer accreditation	Yes	Yes	Maintain
16.	Percentage of procurement staff in the corporate procurement team - MCIPS qualified	30%	25%	Increase

17.	Percentage of procurement staff in the corporate team with appropriate CIPS qualification	100%	100%	Maintain
18.	Percentage of procurement staff in the corporate team working towards MCIPS qualification	36%	36%	Maintain
19.	Percentage turnover of procurement staff in the corporate team	0%	17%	Decrease
20.	Number of hours of procurement related training delivered in the reporting period	Baseline	500 hours	Maintain
21.	Number of FTE Procurement People of Tomorrow programme	1	1	Maintain
22.	Percentage of total "success measures" staying the same or improving (Appendix 3)	85%	90%	Increase

## Appendix 4 – Community Benefit Outcomes

Theme	Outcome	Results
Targeted Recruitment and Training	New entrant - experience	28 posts
	New entrant – no relevant experience	38 posts
	New entrant – Modern Apprenticeship	24 posts
Targeted Skills and Training	Work experience placement (16yrs+)	10x1 week posts & 39 work placements
	Work experience placement (14-16yrs)	15 work placements
	Work experience placement graduate	2 posts
	Careers event, Industry awareness events,	19 events
	Site Visit	12 visits
	School mentoring or enterprise programme	40 sessions
Vocational Training/qualifications	S/NVQ for apprentices to level 2 or above	136 apprentices
Supply Chain Development	Supply chain briefings (SME and Micro businesses)	2 events
	Business mentoring for an SME	2 opportunities
Community Engagement	Financial support for a community project	£63,200
	Non-Financial support for a community project	61 projects

## Appendix 5 – Future Regulated Procurements

<b>Contract - Subject Matter (title)</b>	<b>Type of Procurement</b>	<b>Expected date of publication of Contract Notice</b>	<b>Expected Date of Contract Award</b>	<b>Expected Contract Start Date</b>	<b>Est Contract Value</b>
Mobile Telephony Services	Extension	01/03/2020	01/03/2020	01/03/2020	£300,000.00
ICT Service Delivery Partner	Extension	01/09/2019	01/09/2020	01/02/2020	£3,200,000.00
Provision of Sheriff Officer Services	Extension	01/11/2019	01/01/2020	01/04/2020	£200,000.00
Employability Services for Young People with Additional Support Needs	Extension	01/08/2019	01/08/2019	01/10/2019	£82,000.00
Provision of Sheriff Officers Services	Extension	31/03/2010	31/03/2010	01/04/2020	£800,000.00
Advocacy Services for Adults: Services for Adults aged 18 to under 65(Younger Adults)	Extension	01/07/2019	01/07/2019	01/08/2019	£270,163.00
Advocacy Services for Adults: Services for Adults aged 65 years and above (Older Adults)	Extension	01/07/2019	01/07/2019	01/08/2019	£432,500.00
Hosted Kirona Job Manager and DRS Scheduling Software Solution	Extension	01/09/2019	01/10/2019	01/11/2019	£330,000.00
SDS Care at Home Service Provision	Extension	01/04/2020	01/05/2020	01/06/2020	£15,000,000.00
Peer Support and Information Service	Extension	01/05/2020	01/06/2020	01/07/2020	£394,116.00
Short Term Individual Recovery Service	Extension	01/05/2020	01/06/2020	01/07/2020	£608,932.00
Supply, Installation, Removal, Servicing and Maintenance of Stair lifts and Hoists	Extension	01/09/2021	01/09/2021	01/10/2021	£20,000,000.00
Fleet Management System	New	01/03/2020	01/08/2020	01/11/2020	£300,000.00
Achieve Bookings System	New	01/12/2019	01/03/2020	01/04/2020	£50,000.00
Pool Car Booking System	New	01/12/2019	01/03/2020	01/04/2020	£50,000.00
Mobile Telephony Services	New	01/01/2021	01/01/2021	01/03/2021	£1,200,000.00
Lan Hardware Maintenance and Provision	New	01/11/2019	01/01/2020	01/03/2020	£2,000,000.00
Web Filtering Solutions	New	01/11/2019	01/01/2020	01/03/2020	£500,000.00
Consolidated VMWARE Licensing	New	01/01/2020	01/03/2020	01/04/2020	£300,000.00
Wide Area Network Services	New	01/10/2019	01/12/2019	01/01/2020	£9,000,000.00
Network Infrastructure	New	Not Known	01/09/2019	No Known	Not Known
Business Intelligence Services	New	01/06/2020	01/08/2020	01/09/2020	£500,000.00
SI Procurement	New	01/05/2019	01/09/2019	01/10/2019	£10,000,000.00
Provision of Occupational Health Services (including Physiotherapy and Employee Assistance Programme)	New	01/02/2021	01/08/2021	01/10/2021	£1,850,000.00

Employee Counselling Service	New	01/06/2019	01/09/2019	01/10/2019	£100,000.00
Flu Vaccinations	New	01/05/2019	01/08/2020	01/09/2020	£65,000.00
Podiatry Services	New	01/10/2020	01/01/2021	01/02/2021	£100,000.00
Cycle2work	New	01/12/2020	01/03/2021	01/04/2021	£80,000.00
Learning Management System	New	01/04/2019	01/09/2019	01/10/2019	£290,000.00
HR/Payroll System	New	01/02/2020	01/12/2020	01/03/2021	£3,000,000.00
Document Management System	New	01/04/2019	01/10/2019	01/10/2019	£50,000.00
Delivery & Set Up of ELC Settings	New	01/08/2019	01/12/2019	01/01/2020	Not Known
ELC Play Room Furniture	New	01/08/2019	01/12/2019	01/01/2020	£450,000.00
ELC Learning Resources eg Books, Dolls, Trikes	New	01/08/2019	01/12/2019	01/01/2020	£180,000.00
ELC Digital Learning Equipment	New	01/08/2019	01/12/2019	01/01/2020	£90,000.00
ELC Staff & Family Room(s) Furniture	New	01/08/2019	01/12/2019	01/01/2020	£180,000.00
ELC White Goods	New	01/08/2019	01/12/2019	01/01/2020	Not Known
ELC Blinds	New	01/08/2019	01/12/2019	01/01/2020	Not Known
ELC Outdoor Clothing	New	01/08/2019	01/12/2019	01/01/2020	Not Known
ELC Outdoor Shelters and Play Furniture	New	01/08/2019	01/12/2019	01/01/2020	£363,000.00
Foundation Apprenticeship Civil Engineering & Engineering Services	New	01/06/2019	01/07/2019	01/08/2019	£2,304,000.00
Vocational Education Services	New	01/06/2019	01/07/2019	01/08/2019	£180,000.00
Club 365 Services	New	01/10/2019	01/11/2019	01/12/2019	£170,000.00
Nursery Expansion - Forgewood FLC	New	N/A	01/08/2019	31/03/2020	£2,023,097.00
Provision and Maintenance of Vending Machines	New	01/12/2019	01/02/2020	01/04/2020	Not Known
Employability Hubs Training Providers	New	01/08/2019	01/10/2019	01/11/2019	£150,000.00
RIA North Multi-Disciplinary Services	New	01/01/2020	01/07/2020	01/07/2020	£620,000.00
Eurocentral Park and Ride - Multidisciplinary Services/Design & Contract Administration	New	01/09/2019	01/12/2019	01/01/2020	£115,000.00
Street Lighting Infrastructure	New	01/04/2019	01/09/2019	01/10/2019	£8,000,000.00
Provision of Floral Features	New	01/12/2019	01/04/2021	01/05/2019	£250,000.00
Supply of Litter Bins	New	01/08/2019	01/12/2019	01/03/2020	£500,000.00
Third Sector Alliance Housing Support	New	01/10/2019	01/04/2020	01/04/2020	£400,000.00
Fleet Management IT System	New	01/03/2020	01/08/2020	01/11/2020	£175,000.00



Agency Fuel Cards	New	01/11/2019	01/03/2020	01/04/2020	£300,000.00
Bellshill Depot Security Manned Guarding	New	01/11/2019	01/03/2020	01/04/2020	£180,000.00
Digital Tachograph System	New	01/11/2019	01/03/2020	01/04/2020	£55,000.00
Vehicle Replacement 2020-21	New	01/04/2020	01/08/2020	01/12/2020	£2,821,000.00
Disposal/Recycling of Bulky Waste from Special Uplift Service and Waste from Fly Tipped Removal Service	New	01/06/2019	01/08/2019	01/09/2019	£2,625,000.00
Disposal/Recycling of Collected Co-Mingled CDR	New	01/07/2019	01/09/2019	01/10/2019	£130,000.00
Disposal / Recycling of Inert / Rubble Materials from HWRC Sites	New	01/08/2019	01/09/2019	01/10/2019	£70,000.00
Disposal / Recycling of Green Garden Wastes from HWRC Sites	New	01/08/2019	01/09/2019	01/10/2019	£88,000.00
Recycling of Wood via HWRC Sites	New	01/08/2019	01/09/2019	01/10/2019	£84,000.00
Recycling of Kerbside Collected Dual Recycling Stream Lot 1 Paper & Card	New	01/06/2019	01/09/2020	01/10/2020	£2,160,000.00
Recycling of Kerbside Collected Dual Recycling Stream Lot 2 Glass/Metals/Plastics	New	01/06/2019	01/09/2020	01/10/2020	£1,365,000.00
Compostable Bin Liners for Food Wastes	New	01/02/2020	01/03/2020	01/04/2020	£200,000.00
Disposal/Recycling of General Wastes from HWRC Sites	New	01/08/2020	01/12/2020	01/01/2021	£5,500,000.00
Supply of Smoke Detectors	New	01/06/2019	01/06/2019	01/07/2019	£10,000,000.00
Lift Replacement Consultancy	New	01/06/2019	01/07/2019	01/07/2019	£150,000.00
Lift Replacement Works	New	01/09/2019	01/12/2019	01/01/2020	£2,000,000.00
TCA Replacement	New	01/09/2019	01/02/2020	01/11/2019	£14,000,000.00
Sheltered Plus - Drummond	New	01/04/2020	01/07/2020	01/08/2020	£2,000,000.00
Roof, Render & Balcony Repairs (Surveys) Deedes Street	New	01/04/2020	01/01/2021	01/01/2021	£350,000.00
MTC Electrical Upgrade 1600 Properties	New	01/10/2019	01/07/2020	01/07/2020	£9,000,000.00
New Build Housing - Shotts Bon Accord	New	01/11/2019	01/11/2019	01/11/2019	£3,330,000.00
New Build Housing - Dimsdale Road	New	01/09/2019	01/09/2019	01/09/2019	£11,250,000.00
New Build Housing Chilterns - Lindsaybeg Rd	New	01/11/2019	01/11/2019	01/11/2019	£3,740,000.00
New Build Housing - Caledonian Avenue	New	01/10/2019	01/10/2019	01/10/2019	£4,500,000.00
New Build Housing - Community Road	New	01/11/2019	01/11/2019	01/11/2019	£4,390,000.00
New Build Housing - Belhaven House	New	01/10/2019	01/10/2019	01/10/2019	£2,720,000.00

New Build Housing - Plains Village Site	New	01/12/2019	01/12/2019	01/12/2019	£2,720,000.00
New Build Housing - Berwick Street	New	01/11/2019	01/11/2019	01/11/2019	£3,230,000.00
New Build Housing - Mossburn Avenue, Waterloo	New	01/03/2020	01/03/2020	01/03/2020	£3,400,000.00
New Build Housing - Laburnum Road	New	01/04/2020	01/04/2020	01/04/2020	£4,500,000.00
New Build Housing - Glenmavis Village Site	New	01/06/2020	01/06/2020	01/06/2020	£3,740,000.00
New Build Housing - Mabel Street	New	01/02/2020	01/02/2020	01/02/2020	£3,425,000.00
New Build Housing - Marnoch Road	New	01/09/2020	01/09/2020	01/09/2020	£5,100,000.00
New Build Housing - Northburn	New	01/09/2020	01/09/2020	01/09/2020	£5,100,000.00
New Build - Abronhill High School	New	01/09/2020	01/09/2020	01/09/2020	£10,200,000.00
New Build - Columba High School	New	01/09/2020	01/09/2020	01/09/2020	£27,200,000.00
New Build - Holehills (Adjacent Dykehead Rd)	New	01/04/2020	01/04/2020	01/04/2020	£15,300,000.00
Domestic Abuse Service	New	01/09/2019	01/01/2020	01/07/2020	£2,000,000.00
Handrails/Minor Adaptations	New	01/04/2020	01/06/2020	01/08/2020	Not Known
Social Work Personal Information and Performance System	New	01/12/2019	01/07/2020	01/08/2020	£2,000,000.00
Specialist Seating	New	01/04/2020	01/06/2020	01/08/2020	Not Known
ASN Transport 2019-22 List 1	New	01/04/2019	01/06/2019	01/08/2019	£1,900,000.00
ASN Transport 2019-22 List 2	New	01/06/2019	01/07/2019	01/08/2019	£1,900,000.00
ASN Transport 2020-23 List 1	New	01/04/2020	01/08/2020	01/08/2020	£2,500,000.00
ASN Transport 2020-23 List 2	New	01/05/2020	01/08/2020	01/08/2020	£2,500,000.00
ASN Transport 2021-24 List 1	New	01/03/2021	01/08/2021	01/08/2021	£2,500,000.00
ASN Transport 2021-24 List 2	New	01/03/2021	01/08/2021	01/08/2021	£2,500,000.00
Council Insurance Programme	Re-let	01/11/2020	01/08/2021	01/10/2021	£5,000,000.00
Payment Processing Service	Re-let	01/07/2019	01/10/2019	01/10/2019	£104,000.00
Treasury Management Advisory Services	Re-let	01/10/2019	01/12/2019	01/01/2020	£90,000.00
Childcare Vouchers	Re-let	01/01/2020	01/03/2020	01/04/2020	£313,000.00
Personal Protective Equipment	Re-let	01/09/2019	01/12/2019	01/12/2019	£89,000.00
Janitorial Supplies	Re-let	01/09/2019	01/12/2019	01/01/2020	£360,000.00
Groceries & Provisions	Re-let	01/09/2019	01/12/2019	01/12/2019	£2,100,000.00
Catering Sundries	Re-let	01/09/2019	01/12/2019	01/12/2019	£220,000.00
School Meals Cashless Payment System	Re-let	01/08/2020	31/12/2020	01/03/2021	£171,000.00

Machine Repairs & PAT testing for BC Equipment in FSS	Re-let	01/07/2020	31/10/2020	01/12/2021	£50,000.00
Provision of Winter Assistance	Re-let	01/11/2019	01/08/2020	01/10/2020	£5,000,000.00
Care and Repair Handyperson Service	Re-let	01/06/2019	01/11/2019	01/04/2020	£1,160,000.00
Close Cleaning (Stairwell)	Re-let	24/06/2019	16/07/2019	14/01/2020	£1,300,000.00
Garden Assistance 2020-23	Re-let	12/08/2019	07/10/2019	01/03/2020	£4,000,000.00
Ad-Hoc Garden Works	Re-let	05/01/2020	01/05/2020	01/06/2020	£1,500,000.00
Asbestos Encapsulation & Removal	Re-let	01/04/2019	01/09/2019	01/11/2019	£3,000,000.00
Water Quality Sampling and Testing	Re-let	01/07/2019	01/09/2019	01/09/2019	£150,000.00
Roof & Render	Re-let	01/07/2019	01/11/2019	01/01/2020	£60,000,000.00
Lead Mains Replacement	Re-let	01/02/2020	01/10/2019	01/12/2020	£8,000,000.00
UPVC Windows Various	Re-let	01/10/2019	01/03/2020	01/06/2019	£30,000,000.00
Gas, Electric & Renewal Heating Various	Re-let	01/05/2020	01/12/2020	01/06/2020	£25,000,000.00
Asbestos Air Monitoring	Re-let	01/05/2020	01/12/2021	01/01/2020	£4,000,000.00
Domestic & Corporate Pest Control	Re-let	01/08/2019	01/11/2019	01/11/2019	£480,000.00
Stray Dog Kennelling Facility	Re-let	01/07/2019	01/09/2019	01/09/2019	£80,000.00
Aids for Daily Living	Re-let	01/03/2019	01/09/2019	01/10/2019	£2,800,000.00
Direct Payments Advisory Service	Re-let	01/09/2019	01/12/2019	01/02/2020	£300,000.00
Self-Directed Support Services	Re-let	01/10/2019	01/02/2020	01/04/2020	£30,000,000.00
National Care Home Service Provision	Re-let	01/03/2020	01/03/2020	01/04/2020	£30,000,000.00
Secure Care National Service Provision	Re-let	01/10/2019	01/03/2020	01/04/2020	£40,000,000.00
Distress Brief Intervention (DBI) Service	Re-let	01/10/2020	01/02/2021	01/04/2021	£700,000.00
Supporting Collaboration & Data Analysis Between Comparative Schools	Re-let	01/07/2019	01/08/2019	01/08/2019	£180,000.00
Online Resource to Motivate Pupils to Practice Mathematical Skills	Re-let	01/07/2019	01/08/2019	01/08/2019	£150,000.00
Provision of Taxis and Private Hire Services	Re-let	01/10/2020	01/02/2021	01/04/2021	£15,000,000.00

## Appendix 6 – Glossary

**Community Benefits** – Community Benefits are requirements which deliver wider benefits in addition to the core purpose of a contract. These can relate to social, economic and environmental benefits.

**Contract Management** – the tasks and activities which seek to ensure we receive what we have contracted to receive, at the price we contracted to receive it, taking account of agreed change and continuous improvement. Activity is focused from prior to the contract starting through to contract expiry and de-commissioning. It includes provider relationship management and also ensures that we meet our obligations under the contract.

**PCS** – means the national public procurement portal, Public Contract Scotland portal, on which contract opportunities with the Scottish public sector are advertised.

**Procurement** – the tasks and decisions which secure an external provider to provide what we want, at a price that we can afford. Activity is focused on the period from prior to advertising a tender to signing the contract. It includes both competitive tenders and circumstances where we negotiate with a single Provider.

**Procurement Plan** – practical planning of the procurement, or group of similar procurements, including approach, resourcing and timetable.

**Provider** – any organisation that provides Supplies, Works or Services to the Council or on behalf of the Council.

**Regulated Procurements** – Regulated Procurement refers to any Procurement above £50,000 for Supplies and Services or £2,000,000 for Works.

**Services** – services that we buy include specialist support for vulnerable children and adults, and also repairs and maintenance services, financial advice, designs and surveys for new building works.

**SME or Small and Medium Enterprises** – firms that employ 9 or fewer staff (micro), and firms that employ 50 or fewer staff (small), and firms that employ 250 or fewer staff (medium).

**Social Value** – the additional economic, social and environmental benefits that a contract achieves.

**Supplies** – items that we buy, such as pens and paper, or plants and seeds, or fruit and vegetables.

**Sustainable Procurement** – a process whereby organisations meet their needs for Supplies, Services and Works in a way that achieves value for money and generates benefits, not only for the organisation but also to wider society, the economy and the environment.

**Supported Business** – an establishment where more than 50% of the workers are disabled persons who by reason of the nature or severity of their disability are unable to take up work in the open labour market.

**Third Sector** – the group name for a range of organisations including community groups, charities, voluntary organisations, faith groups, social enterprises, community interest companies. Third sector organisations may be registered charities and may be registered

companies. They include small, local groups and large multinational operations, and everything in between.

**Works** – construction works that we buy, including construction of new buildings, or extensions, and also creation and improvements to roads and bridges and open spaces.