

## Annual Procurement Report 1 April 2023 to 31 March 2024



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### 1. Introduction

The Procurement Reform (Scotland) Act 2014 (The Act), The Public Contracts (Scotland) Regulations 2015 and The Procurement (Scotland) Regulations 2016, govern how Scottish public bodies buy their goods, services and works, in a way that maximises economic, environmental, and social value, through effective and efficient public procurement activity.

The Act requires all public organisations obliged to publish a procurement strategy and to prepare an annual procurement report on its regulated procurements. This report covers the period from 1 April 2023 until 31 March 2024 and applies to all North Ayrshire Council external supplier expenditure.

To comply with the Act, North Ayrshire Council is required to prepare a procurement strategy. A refreshed Procurement Strategy was published in November 2023 setting out how North Ayrshire Council would approach its external spend on goods, services and works over the period 2023 to 2026. This strategy is refreshed annually and performance against strategic objectives is reviewed every 6 months and reported to the North Ayrshire Council Procurement Board.

North Ayrshire Council recognises the importance and the benefits of effective procurement, and The Procurement Strategy sets out the strategic objectives that will improve, innovate, and transform how North Ayrshire Council procures goods, services, and works. The five strategic aims are to:



The Annual Procurement Report includes:

- a summary of the regulated procurements and non-regulated procurements, that have been awarded during the year covered by the report.
- a review of whether those procurements complied with the Procurement Strategy and details of any non-compliance, with rectification measures for future compliance.
- a summary of any community benefit requirements delivered as part of a regulated procurement that were fulfilled during the year covered by the report.
- a summary of any steps taken to facilitate the involvement of supported businesses in regulated procurements during the year covered by the report.
- a summary of steps taken to reduce climate change impact.
- a summary of continuous improvement projects/activities.
- a summary of commercial activity to generate savings and income.
- a summary of the regulated procurements North Ayrshire Council expects to commence in the next two financial years.

A regulated procurement process means the seeking of offers to award a contract equal to or more than £2,000,000 for works contracts or £50,000 for goods and services (including health & social care) contracts which are governed by rules set out within the Act.

This Procurement Report relates to all regulated procurements and will report against the procurement strategy that covered the period 2023 to 2026.

#### **Report Owner**

The Annual Procurement Report owner is Suzanne Quinn, Senior Manager (Corporate Procurement).

### 2. North Ayrshire Council Context

North Ayrshire has a population of around 136,000 and despite some locational strengths, the area has levels of inequality, particularly poverty and the associated effects this has. North Ayrshire is one of the most deprived areas in Scotland and deprivation levels are significantly higher than the Scottish average.

North Ayrshire Council aims to improve the North Ayrshire economy by using North Ayrshire's land and coastal assets, infrastructure, and location-based strengths, to draw investment and stakeholder activity to create opportunities for our local business base and increase access to fair employment opportunities.



#### The Council Plan

In 2023, North Ayrshire Council published its latest <u>Council Plan 2023 to 2028</u> which builds on previous plans and has a vision of a North Ayrshire that is fair for all and a mission to work together to improve the lives of our people in North Ayrshire.

The Council Plan states:

"We are aware that many of the issues we face in North Ayrshire are extremely complex and will take longer than a five-year Council Plan to fully resolve.

With this in mind, each Council Plan should be viewed as a substantial step towards addressing significant challenges such as child poverty in our communities and the impact of climate change. By building on each plan, we can drive immediate and longer-term sustainable improvements to the lives of our residents.

Our communities are at the heart of everything we do and as we move to deliver our Council Plan, we would like you to hold us to account."

To achieve the above, North Ayrshire Council has set four strategic aims, to achieve the vision and mission:



Each strategic aim contributes to the delivery of Scotland's 11 National Outcomes under the Community Empowerment (Scotland) Act 2015, and these are published within the National Performance Framework which aims to create a more successful country with more opportunities and better wellbeing for the people of Scotland.

The Corporate Procurement Unit work with stakeholders to directly help to achieve these aims and the strategic objectives, within the Procurement Strategy align with, and will contribute to the Council Plan.



### Community Wealth Building Strategy

Community Wealth Building has been at the heart of everything we do at North Ayrshire Council, since it was launched in 2020. The <u>Community Wealth Building Strategy 2024 to</u>

2027 states:

"Now more than ever we need to take an inclusive and people-centered approach to developing our local economy and ensure fair distribution of wealth and opportunities for our communities."

The Council Plan states:

"Community Wealth Building is embedded as an approach and is contributing to the delivery of a wellbeing economy."

Community Wealth Building aims to increase wealth within our area and create a healthier and more resilient North Ayrshire. This is achieved by encouraging organisations to use their economic power, to work closely with communities and invest within North, South and East Ayrshire."

There are five key pillars within the strategy, one of which is procurement.

Procurement

Buying goods and services locally to create dense local supply chains and maximising community benefit clauses.

The Community Wealth Building procurement objective is for North Ayrshire Council to:

"use spend to actively encourage and support a growing, diverse, and resilient local business base, and to support our net zero carbon ambition".

The Corporate Procurement Unit and the Business Support and Development Team continue to work together to support local suppliers to optimise their chances of winning contracts within the limitations of public sector procurement legislation. Visibility of future procurement opportunities and support and training is provided, to help local suppliers to be more competitive and therefore win a greater number of North Ayrshire Council contracts.

Another pillar of the Community Wealth Building Strategy is Fair Employment.

### Fair Employment

# Encouraging fair pay, local recruitment, progression and training opportunities and supporting residents to reach their full potential.

The Community Wealth Building fair employment objective is for North Ayrshire Council to:

"encourage the creation of fair and meaningful jobs with progression opportunities to unlock the potential of our residents."

North Ayrshire Council procurement exercises include mandatory requirements for all suppliers to adopt <u>Fair Work First</u> principles and encourage payment of the <u>Real Living</u> <u>Wage</u>. Community benefit clauses relating to local employment and training are also included in all appropriate procurement exercises.

### Sustainable North Ayrshire Strategy

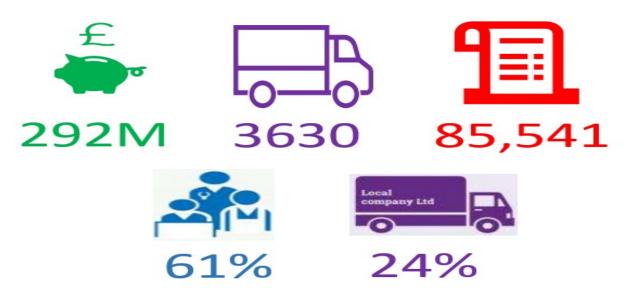
On 11 June 2019, North Ayrshire Council declared its own Climate Emergency, committing to act on climate change. The Sustainable North Ayrshire Strategy 2024 to 2027 has been developed to support the delivery of North Ayrshire Council's priorities and continues to work towards a sustainable environment.

The strategy states:

"This 'Sustainable North Ayrshire' strategy has been developed to support the Climate Change priority and the continuing strategic aim of achieving net-zero carbon emissions by 2030."

The Procurements Strategy strategic objective to tackle climate change and embrace a circular economy on our net-zero journey, aligns with this strategy.

#### North Ayrshire Council Spend



Procurement is a significant activity across North Ayrshire Council and in 2023 to 2024 approximately £292m was spent, across 30 different categories of goods, services, and works, with over 3,600 suppliers, resulting in over 85,000 invoices.

Just over 61% of the external procurement expenditure was spent with small and medium sized enterprises and around 24% was spent with local suppliers within North Ayrshire.

There was an increase of approximately  $\pounds$ 71m in external spend since the previous year, which was mainly due to an increase in large capital projects, including flood protection schemes and enabling works, that can only be carried out by tier one contractors. This substantially increased the overall spend, and although local spend increased from  $\pounds$ 57.5m to  $\pounds$ 71.5m the local spend percentage dropped from 26% to 24%.

North Ayrshire does not have any tier one contractors who could bid for these contracts, so this has resulted in a decrease in the local spend percentage. However, the tier one contractors reported subcontracting to local suppliers of £10m, which, if considered, would have increased the local spend percentage to 28%, which would have met the 27% North Ayrshire Council target for 23/24.

North Ayrshire Council aspires to increase the spend with local businesses and the Corporate Procurement Unit and the Business Support and Development Team are working together to support and develop local suppliers to be more successful in winning North Ayrshire Council contracts.

### 3. Summary of Regulated Procurements Completed

North Ayrshire Council completed 85 regulated procurements with a value of £180,917,026.13 during the period of the report. The table 1 below shows a summary of regulated procurement activity.

Period 1 April 2023 to 31 March 2024	Total
Total number of completed procurements	85
Estimated value of all completed procurements	£180,917,026.13
Estimated savings to be delivered from the awarded contracts	£24,485,453.67
Number of light touch contracts let during the period	2
Average number of bids received	4
% of contracts awarded to SMEs	65%
Average processing time for a procurement exercise	77 hours

### **Table 1 Regulated Procurement Award Summary**

Further details of each individual procurement including contract reference, contract description, contact value, supplier name(s), contract start date, contract end date and extension periods can be found in <u>Appendix A</u>, and all current live contracts including regulated procurements are publicly available through North Ayrshire Council's <u>contracts</u> register.

North Ayrshire Council also completed 76 non-regulated procurements, with a value of £8,399,331.00 during the period of the report.

The value and number of contracts awarded for specific categories are detailed in table 2 below:

Category	Number of Contracts	Total Value of Contracts	Percentage Value of Contracts
Construction	23	£120,815,795.03	66.78%
Utilities & Energy	2	£20,081,662.30	11.10%
Social Care & Services	14	£12,228,832.45	6.76%
Facilities Management	7	£9,977,834.35	5.52%
Waste & Environmental Services	8	£6,531,413.04	3.61%
Human Resources	1	£3,200,000.00	1.77%
ICT	14	£2,722,689.48	1.50%
Vehicles	1	£1,240,000.00	0.69%
Healthcare	2	£1,087,500.00	0.60%
Professional Services	2	£797,966.00	0.44%
Security Equipment & Services	2	£740,000.00	0.41%
Travel & Accommodation	5	£668,760.48	0.37%
Financial Services	1	£493,831.00	0.27%
Business Support Services	1	£199,992.00	0.11%
Transport	1	£73,750.00	0.04%
Food, Beverage & Catering	1	£57,000.00	0.03%
Grand Total	85	£180,917,026.13	100.00%

### Table 2 Contracts awarded per category type

### 4. Review of Procurement Compliance

Procurements require to be progressed in accordance with North Ayrshire Council's Procurement Strategy and all relevant legislation. Details of whether these procurements complied with the Procurement Strategy 2023 to 2026 and areas of development in future years are detailed in table 3 below:

### Table 3 Procurement compliance against strategic objectives

Strategic Objective	Objective	How our objective will be met
Develop our team to deliver a professional procurement service	To ensure all Corporate Procurement Unit staff are fully trained and developed to reach their maximum potential, to offer a more strategic and commercial approach to procurement activities.	Develop all new and existing Corporate Procurement Unit staff to be multi-skilled and able to carry out procurement exercises for any categories of spend, through appropriate professional qualifications, training, secondments, and mentoring.
		member of staff completed Charted Institute of Procurement and Supply Professional qualification in 23/24 and 1 is progressing.
		Identify training needs linked to our strategic objectives detailed in our Strategic Training Plan.
		Progress - Business as usual – All training needs identified at one to ones or annual reviews are linked to a strategic objective and detailed on the Strategic Training Plan.
		Deliver training through buddying, coaching, and mentoring and internal and external procurement training courses including climate literacy training.
		Progress - Business as usual.

Strategic	Objective	How our objective will be met
Objective	Objective	now our objective will be met
Develop our team to deliver a professional procurement service	To ensure that all procurement activity is carried out in a transparent, proportionate, non- discriminative, and accountable manner, in accordance with procurement legislation and North Ayrshire Council's internal governance.	Utilise advertising and e-Tendering systems and provide proportionate streamlined procurement and Purchase to Pay processes, and user friendly, clear precise plain English documentation for all North Ayrshire Council employees involved in the procurement process to use, that is easy for suppliers to interpret to ensure common understanding.
		<b>Progress - Business as usual.</b> Ensure all elements of the contract strategy and tender process are reviewed and appropriately authorised to ensure non- discrimination, legal compliance, and delivery of best value.
		Progress - Business as usual.
		Review and improve Purchase to Pay processes to ensure prompt payment to suppliers, strengthen controls, increase efficiency, and provide useful and up-to-date reports.
		Progress - Business as usual – No PO no pay policy implemented and delivering good results.
		Continue to implement e-Invoicing.
		Progress - 11 suppliers implemented to date.
		Respond to changes, new procurement legislation or Scottish Procurement Policy Notes as appropriate.
		Progress - Business as usual and all changes are reported to the Procurement Board quarterly.

Strategic	Objective	How our objective will be met
Objective		
Develop our team to deliver a professional procurement service	To provide visibility of future contracting opportunities by advertising opportunities, maintaining, and publishing a Contract Register, tender waveplan, and procurement annual reports.	Advertise all appropriate contracts electronically using Public Contracts Scotland in line with legislative requirements. <b>Progress - Business as usual.</b> Publish an Annual Report, Procurement Strategy and Contract Register in line with legislative requirements. <b>Progress - Business as usual.</b>
Develop our team to deliver a professional procurement service	Ensure all relevant contracts comply with the Health and Safety at Work etc. Act 1974.	Ensure health and safety is addressed in all relevant contracts by insisting on adherence to the Health and Safety at Work etc. Act 1974, requesting ISO 45001 or equivalent policies and scoring risk and health and safety practices as part of the technical evaluation, where appropriate. <b>Progress - Business as usual.</b>
Develop our team to deliver a professional procurement service	To procure food to improve health, wellbeing and education and promote high standards of animal welfare.	Specify food procurements to ensure nutritional quality is addressed, seasonal products are purchased, and unnecessary use of natural resources is avoided and requesting certification relating to animal welfare standards. <b>Progress - Business as usual.</b>
Develop our team to deliver a professional procurement service	Work with service teams to develop a robust specification and contract strategy for each procurement exercise.	Work with services teams to develop a robust specification for each procurement exercise. <b>Progress - Business as usual.</b>

Strategic Objective	Objective	How our objective will be met
_	Objective To ensure Corporate Procurement Unit staff and service teams work collaboratively to ensure best economic and social value is obtained from all external expenditure.	Review spend data and identify non- compliant/contracted spend - work with service teams to ensure contracts are in place that have been procured via a compliant procurement route. Progress – non- compliant/contracted spend is reviewed quarterly and reported to the Procurement Board. Work with service teams to maintain an accurate tender waveplan to provide an overview of all contracts and supplier performance and enable efficient allocation of procurement resources. Progress - Procurement Operations Manager meets with service teams quarterly to discuss future procurement requirements. Work with service teams and suppliers to ensure continuous
		improvement, through regular meetings and using supplier and customer surveys.
		Progress - Issue customer surveys annually, feedback facility on Connects, issue supplier surveys for procurements. Feedback is utilised to improve processes where appropriate.

Strategic Objective	Objective	How our objective will be met
Develop our team to deliver a professional procurement service	Continue to improve procurement performance across the council as measured by the Scottish Government's Procurement & Commercial Improvement Programme.	Prepare for the Procurement & Commercial Improvement Programme assessment by utilising a Procurement & Commercial Improvement Programme improvement plan. <b>Progress - PCIP Assessment took</b> place Nov 23. <b>Scored advanced practice in 9 out</b> of 11 areas assessed. Implementing improvements, benchmarking best practice and gathering evidence for future PCIP.
Deliver financial sustainability and optimise commercial acumen	Work with service teams to develop contract strategies and specifications aligned to the Council Plan, other North Ayrshire Council strategies, the National Performance Framework and Scottish Model of Procurement for all procurements (above £50K for supplies and services and above £500K for works) to deliver maximum economic and social value.	Develop contract strategies and specifications to procure contracts to fully meet North Ayrshire Council's needs, considering early supplier engagement, market research, demand management, innovation and substitutes, best route to market to maximise competition and value for money, best pricing options and mechanisms and inclusion of criteria to reduce climate impact and benefit the local economy. <b>Progress – Business as usual.</b>

Strategic Objective	Objective	How our objective will be met
Deliver financial sustainability and optimise commercial acumen	Generate value from utilising collaborative contracts with other Councils, Scotland Excel, Scottish Government and Crown Commercial Services.	Seek opportunities to collaborate with neighbouring local authorities and other public sector bodies as well as continuing to engage with Scottish Government procurement, Crown Commercial Services and Scotland Excel.
		Progress – Business as usual. Meet with the other Ayrshire Councils quarterly and discuss collaboration opportunities.
		Continue to use and rationalise existing collaborative frameworks to obtain further savings through mini competitions, rationalising products, using alternative products, and maximising rebates.
		Progress – Business as usual. Further savings delivered from Education Materials, Personal Protective Equipment and Janitorial Products frameworks.
Deliver financial sustainability and optimise commercial acumen	Work with the Procurement Board and internal service teams to maximise savings from national frameworks, through product rationalisation, taking advantage of rebates and utilising the best quality supplier(s) at the optimal price.	Discuss saving opportunities at the Procurement Board. Progress – The Procurement Board meet quarterly, and savings is a standing agenda item.

Strategic Objective	Objective	How our objective will be met
Deliver financial sustainability and optimise commercial acumen	Train all CPU staff in commercial acumen.	Carry out regular commercial acumen workshops so officers involved in procurement understand their responsibility to deliver best value and are open to carrying out thorough market research, benchmarking, utilising indexation tools, negotiating, developing specifications, and robustly managing contracts and suppliers. <b>Progress - Carried out annually</b> for all CPU staff.
Deliver financial sustainability and optimise commercial acumen	Manage price increase requests and other negotiations.	Carry out benchmarking exercises and utilise indexation tools and reports to understand market prices and negotiate price increase requests and post tender negotiations accordingly. Progress – Business as usual - £200,000 of savings generated from rejecting price increase requests and negotiating during the contract and supplier management process.

Strategic	Objective	How our objective will be met
Objective		
Deliver financial sustainability and optimise commercial acumen	Monitor, report, and work with service teams to rectify non-compliant spend.	Provide Standing Orders Relating to Contracts training via e-Learning and recorded procurement training to all individuals involved in procurement activities across North Ayrshire Council.
		Progress – Business as usual.
		Identify non-compliant spend to target spend that may be influenced by a competitive procurement exercise.
		Progress – non-compliant spend is monitored daily and reviewed quarterly. Decreased £1.2 million since 22 to 23.
		Report non-compliant spend to the Procurement Board.
		Progress - Reported quarterly and notified to all Heads of Service and Senior Managers.
Deliver financial sustainability and optimise commercial acumen	All North Ayrshire Council officers to adhere to a Contract and Supplier Management Policy to ensure the maximum economic and social value is continually driven from every contract.	To manage all contracts in line with the Contract and Supplier Management Policy and encourage all devolved contract and supplier mangers to do the same. <b>Progress – Business as usual.</b>
Tackle climate change and embrace a circular economy on our net-zero journey	Ensure that all external expenditure is procured sustainably, whilst encouraging and influencing our suppliers, contractors, and service providers to do the same.	Ensure compliance with environmental law by issuing terms and conditions for all contracts. <b>Progress – Business as usual.</b> Request appropriate certification in relevant contracts to meet specific environmental standards. <b>Progress – Business as usual.</b>

Strategic Objective	Objective	How our objective will be met
Tackle climate change and embrace a circular economy on our net-zero journey	Support North Ayrshire Council's drive to achieve net zero carbon emissions by 2030 by ensuring that every contract strategy takes account of the potential impact on the environment and identifies ways in which the impact can be reduced utilising the sustainable procurement tools.	Ensure all contract strategies consider socio economic and environmental impact and how this can be reduced utilising the sustainable procurement tools. Progress – Business as usual. Utilised for all procurement over £50k for supplies and services and over £500k for works. Apply relevant and proportionate selection and award criteria to ensure that environmental impacts are considered appropriately in procurement exercises. Progress – Business as usual for appropriate procurements. Consider climate and circular economy considerations at the early buyer engagement stage and include relevant requirements in the specification. Progress – Business as usual – meet with service teams prior to business case stage for Ayrshire Growth Deal and other appropriate projects.

Stratogic	Objective	How our objective will be mot
	Objective	now our objective will be met
Strategic Objective Tackle climate change and embrace a circular economy on our net-zero journey	Objective Collaborate with service teams to implement, monitor, and report actions to reduce climate impact and maximise circular economy opportunities.	<ul> <li>How our objective will be met</li> <li>Complete FNT2030 templates with service teams to monitor and report progress against actions to reduce climate impact for relevant categories of spend.</li> <li>Progress - FNT2030 templates completed and monitored for Fleet, ICT, Waste and Building Services.</li> <li>Create climate and circular economy case studies in collaboration with service teams and share best practice.</li> <li>Progress - 2 case studies published (NAC/QQ/5138 Design and Build of 6 Amenity Bungalows at Afton Court Stevenston and NAC/5075 Millport Flood Protection).</li> <li>Manage and monitor the Corporate Procurement Unit's net-zero roadmap, aligned with the Sustainable North Ayrshire 2024-2027 roadmap to demonstrate how the Corporate Procurement Unit are supporting North Ayrshire Council's net-zero journey.</li> </ul>
		Progress - Reviewed annually in consultation with the Sustainability team and included in Procurement Strategy.
		Report all actions to reduce the impact of climate within our annual procurement report.
		Progress – Procurement activity and energy efficient contracts awarded reported annually.

Strategic Objective	Objective	How our objective will be met
Create an inclusive North Ayrshire with access to fair jobs	To create employment in North Ayrshire through community benefit clauses.	Monitor and report on delivery of employment through community benefit clauses included in procurement exercises. Progress - Monitored every 6 months or more frequent and reported annually in the annual report.
Create an inclusive North Ayrshire with access to fair jobs	Ensure all contracts promote the payment of the real living wage and fair working practices (including equality) for all employees engaged in the delivery of North Ayrshire Council contracts.	Encourage fair work practices and payment of real living wage in all relevant contracts and score as part of the quality evaluation where appropriate. <b>Progress – Business as usual.</b> Refer all suppliers who are not living wage accredited or do not pay living wage to all suitable staff to the Fair Work Ayrshire Team to enable them to encourage payment/accreditation status. <b>Progress – Business as usual.</b>
Create an inclusive North Ayrshire with access to fair jobs	Ensure prompt payment to suppliers and sub- contractors.	Aim to pay all suppliers within 30 days of receipt of an accurate invoice and encourage prompt payment to sub-contractors (within 30 days), using the appropriate terms and conditions and addressing via the pre-qualification and Contract and Supplier Management process. <b>Progress – Business as usual.</b>

Strategic Objective	Objective	How our objective will be met
Create an inclusive North Ayrshire with access to fair jobs	To eliminate modern slavery from all North Ayrshire Council supply chains.	<ul> <li>Include mandatory agreement to North Ayrshire Council's Modern Slavery and Human Trafficking code of conduct in all procurement exercises.</li> <li><b>Progress – Business as usual.</b></li> <li>Ask all bidders to sign a declaration to say they have taken relevant measures to ensure the supply chains are slavery proof.</li> <li><b>Progress – Business as usual.</b></li> <li>Publish Modern Slavey and Human Trafficking whistle blowing process on North Ayrshire Council's external website.</li> <li><b>Progress – Business as usual</b></li> </ul>
Create an inclusive North Ayrshire with access to fair jobs	Identify and mitigate the risks associated with serious and organised crime.	Adhere to the Police Scotland Protocol regarding serious organised crime, sharing prospective bidders and responding to concerns from Police Scotland. <b>Progress – Business as usual.</b>
Create an inclusive North Ayrshire with access to fair jobs	Ensure that all external expenditure is procured, fairly, and ethically whilst encouraging and influencing our suppliers, contractors, and service providers to do the same.	Request appropriate certification in relevant contracts to meet specific, social standards such as Fair Trade. <b>Progress – Business as usual.</b>
Create an inclusive North Ayrshire with access to fair jobs	Ensure all staff are trained in supply chain ethics.	Complete CIPS ethical supply chain training. <b>Progress – Completed annually by all procurement staff.</b>

Strategic Objective	Objective	How our objective will be met
Support sustainable resilient supply chains and optimise opportunities for local suppliers	Understand and promote community wealth building.	<ul> <li>Develop the corporate culture and status of procurement as a key feature of community wealth building.</li> <li>Progress – Business as usual – liaise with Business Support and Development Team and other service teams to encourage participation of local suppliers in procurement exercises.</li> <li>Senior Manager (Corporate Procurement) attends Community Wealth Building Working Group.</li> <li>Progress – Attend quarterly meetings and report local spend and local contract awards.</li> <li>Participate in the CWB Procurement Lead Officers group to optimise community wealth building.</li> <li>Progress - As required.</li> </ul>

Strategic Objective	Objective	How our objective will be met
Support sustainable resilient supply chains and optimise opportunities for local suppliers	Improve engagement with local suppliers, social enterprises, and supported businesses to promote opportunities.	Carry out early supplier engagement to encourage local bidders to bid for future contract opportunities. Progress – Business as usual – early supplier engagement questionnaires issued to suppliers for appropriate procurement exercises. Early supplier engagement meetings progressed, as appropriate.
		Maintain a published contract register and report on future procurement projects over the next 2 years within the Annual Procurement Report to enable local Small and Medium Enterprises, Third Sector Organisations and Supported Business's to have future visibility and be able to prepare to bid for future contracts.
		Progress – Business as usual.
		Consider involvement of local Small and Medium Enterprises, Third Sector Organisations and Supported Businesses at the early buyer engagement stage.
		Progress – Business as usual – consider use of lots and bidders' days as appropriate.
		Work with the Supplier Development Programme to arrange a webinar for local suppliers.
		Progress – Not progressed. To be arranged.

Strategic Objective	Objective	How our objective will be met
Support sustainable resilient supply chains and optimise opportunities for local suppliers	Optimise use of procurement processes to award more contracts to local suppliers.	Consider sub-dividing tenders into lots, giving cognisance to accessibility of contracts for local Small and Medium Enterprises, Third Sector Organisations and Supported Business's. <b>Progress – Business as usual.</b>
Support sustainable resilient supply chains and optimise opportunities for local suppliers	Collaborate with North Ayrshire Council's Business Support and Development Team to grow local capability and capacity and to promote innovation.	<ul> <li>Work with North Ayrshire Council's Business Support and Development Team to maximise local supplier participation in the Quick Quote and other procurement processes.</li> <li>Progress – Business as usual – request local supplier referrals from the Business Support and Development Team for appropriate quick quotes.</li> <li>Work with the Business Support and Development Team to fully understand our local businesses and their capability and capacity to supply.</li> <li>Progress - Ongoing project underway.</li> </ul>

### 5. Community Benefit Summary

A summary of community benefits delivered are detailed for the period of the report in Table 4 Community Benefits Delivered below.

North Ayrshire Council has a strong track record in delivering social and environmental benefits through its procurement activity. Community benefit clauses provide a means of achieving sustainability in public contracts.

Community benefit requirements are detailed in North Ayrshire Council's Community Benefit Policy and are laid out in North Ayrshire Council's Community Benefits Menu, which allocates points to community benefits based on the value of a contract. The menu is broken down into the following areas:

- Employment unemployed person, modern apprentice, graduate apprentice and other.
- Employability and Skills work experience, career and employability sessions and job fayres.
- Small and Medium Enterprises one to one mentoring, encouraging Small and Medium Enterprise sustainability offerings.
- Third Sector Organisations workshops.
- Education work experience, school projects, career and employability sessions, attendance at school career events.
- Community Wish List delivery of community and Third Sector requests for support from the North Ayrshire Council Community Benefit Wish List.
- Suppliers are also encouraged to sub-contract to Small and Medium Enterprises, Third Sector Organisations and Supported Businesses.

Community benefits are an important element of the sustainable procurement duty and the steps taken by North Ayrshire Council to include community benefit requirements demonstrates compliance with that duty.

The Act states, community benefits must be considered for all procurements at or above  $\pounds 4$  million in value. North Ayrshire Council requests community benefits for all procurements from  $\pounds 50,000$  to  $\pounds 499,999$  for supplies and services and  $\pounds 100,000$  to  $\pounds 499,999$  for works on a voluntary basis and for procurements above these values on a mandatory basis. This is a lower threshold, therefore achieves significantly more community benefits across wider contracts.

Table 3 below provides details of all community benefits delivered for contracts over £50,000 for supplies and services and over £100,000 for works, and not just regulated contracts.

### **Table 4 Community Benefits Delivered**

Procurement Community Benefits	Total
Total contracts awarded with community benefit requirements	52
Total contracts awarded over £4 million	6
Total contracts awarded over £4 million with community benefit requirements	6
Number of jobs filled by priority groups	770 weeks (15 jobs)
Number of apprenticeships filled by priority groups	1342 weeks (26 jobs)
Number of other jobs filled	1455 weeks (28 jobs)
Number of work placements for priority groups	25 (8 unemployed clients & 17 schoolwork experience)
Number of SME workshops	1
Number of TSO workshops	1
Number of school projects	9
Number of community projects / support for community groups	18
Number of wish list projects delivered	42
Other community benefits delivered	<ul><li> 34 x careers/job fairs</li><li> 14 x employability sessions</li></ul>

The contracts awarded without community benefits include various single tender actions, and SDS Option 2s, which would not be suitable for community benefits.

Scotland Excel will also report community benefits that have been delivered as a result of North Ayrshire Council spend through direct awards and mini competitions. These

community benefits are not included in this report.

### 6. Supported Business Summary

A summary of the steps taken to facilitate the involvement of supported businesses in regulated procurements during the year covered by the report are noted below.

- Reserving contracts to supported businesses is considered when the contract strategy is being developed and is applied if applicable.
- The Scottish Government Commodities Reserved for Supported Business Framework is published on North Ayrshire Council's intranet site to encourage spend through the framework where appropriate.

The total spend with supported businesses for the period covered by the APR was  $\pounds 438,758.00$ , which was an increase of  $\pounds 363,225.52$  from the previous year.

This spend relates mostly to the supply of kitchen unit materials.

Contract awarded to supported businesses in 2023 to 2024 are detailed in Table 5 below:

#### **Table 5 Supported Business Contract Awards**

Contract Reference	Contract Title	Contract Value	Supplier
NAC/DA/5061	Supply of Kitchen Unit Material	£600,000	City Building (Contracts) LLP

### 7. Climate Change and Sustainable Procurement

#### **Tackling Climate Change**

North Ayrshire Council declared its own Climate Emergency on 11 June 2019, committing to act on climate change. The Sustainable North Ayrshire Strategy 2023 to 2027 has been developed to support the delivery of North Ayrshire Council's priorities and continues to work towards a sustainable environment. The Procurement Strategy strategic objective to

#### "tackle climate change and embrace a circular economy on our net-zero journey"

supports the Sustainable North Ayrshire Strategy by utilising the Scottish Government sustainable procurement tools to ensure climate change and sustainable procurement is addressed in all procurement exercises.

#### **Sustainable Procurement Tools**

The tools utilised include:

- Flexible framework assessment tool,
- Prioritisation tool,
- Life cycle impact mapping,
- Sustainability test,
- Climate literacy training eLearning.

### Selection and Award Criteria

Selection and award criteria aimed at reducing climate change impact is also included in all relevant procurements.

#### **Climate Change Steering Group**

The Climate Change Steering Group is chaired by North Ayrshire Council's Cabinet member for Economy and Climate Change for North Ayrshire Council and other group members include North Ayrshire Council representatives and representatives from Ayrshire College, Police Scotland, Scottish Fire & Rescue Service, NHS Ayrshire & Arran, KA Leisure, Community Groups, Industry Sectors, and youth representatives.

The remit of the groups is to:

- Act as a sounding board and critical friend to support and challenge the implementation of the Sustainable North Ayrshire Strategy,
- Bring ideas, lessons learned and best practice from elsewhere in the UK and internationally around climate change mitigation and adaption,
- Advise on approach to achieving net zero carbon by 2030,
- Contribute wider policy knowledge on the sustainability and climate change agenda,

- Promote North Ayrshire's actions on climate change,
- Contribute to the review and refresh of the Sustainable North Ayrshire Strategy as required.

### **Sustainability Case Studies**

The Corporate Procurement Unit created two sustainability case studies (contracts listed below) in collaboration with the relevant internal service teams. These case studies have been published on the <u>Sustainable Procurement Tools</u> website.

- NAC/QQ/5138 Design and Build of 6 Amenity Bungalows at Afton Court, Stevenston (using modern methods of construction).
- NAC/5075 Millport Flood Protection Scheme.

### **Net-Zero Road Map**

The Corporate Procurement Unit are also maintaining a net-zero roadmap in collaboration with the Energy and Sustainability Team that aligns with the Sustainable North Ayrshire net-zero road map. The road map demonstrates how the Corporate Procurement Unit supports North Ayrshire Council to achieve its net-zero ambitions.

### **FNT2030 Templates**

The Corporate Procurement Unit have also completed and are monitoring four FNT2030 templates in collaboration with Waste Services, Transport Services, ICT, and Building Services, that demonstrate and monitor how each category of spend will achieve its netzero ambitions by 2030.

### **Climate Change Reduction Contracts Awarded**

The contracts detailed below in Table 6 were awarded during the Annual Procurement Report year. These projects support reduction of climate change impact and sustainable procurement and are a mixture of regulated and non-regulated procurements:

### Table 6 Climate Change and Sustainable Procurement Contracts

Contract Reference	Contract Title
NAC/5094	Design and Build of Solar PV Farms at Nethermains, Kilwinning and Shewalton, Irvine Lot 3 - Nethermains, Kilwinning & Shewalton, Irvine
NAC/5167	Enabling Works in advance of the Development of the Site at Montgomerie Park, Irvine
NAC/5110	Biomass Boiler Operation, Maintenance and Fuel Supply for North Ayrshire Sites
NAC/5121	Construction of Largs Seawall
NAC/5129	Appointment of Main Contractor for Design and Build of Ardrossan Community Campus (First Stage – Pre-Construction Services)
NAC/5115	Enabling Works in Relation to Ardrossan North Shore
NAC/5130	Ground Remediation for Ardrossan North Shore Development
NAC/5144	Treatment of Post-Consumer Recylates: Lot 1 - Mixed Papers and Cardboard Lot 2 - Mixed Plastics, Cans and Glass Lot 3 - Co-Mingled Dry Recyclable Waste
NAC/5155	Modular Housing at Laburnum Avenue, Beith and Newhouse Drive, Kilbirnie
NAC/DA/5058	Civil and Structural Engineering Services (Montgomery Park and Irvine Central)
NAC/DA/5072	Millport Flood Prevention Scheme (FPS) Associate Support – Secondment
NAC/MC/5124	Area Based Scheme (ABS) Energy Efficiency Managing Agent
NAC/MC/5128	Central Heating and Electrical Rewiring
NAC/MC/5137	Area Based Scheme Energy Efficiency Works
NAC/MC/5125	Quantity Surveyor Montgomery Park Irvine and Ayrshire Central Irvine
NAC/STA/5191	Delivery of North Ayrshire's Local Heat and Energy Efficiency Strategy and Delivery Plan
NAC/STA/5194	Replacement Boiler Plant, Dreghorn Primary School, Irvine
NAC/STA/5217	Ardrossan Community Campus – Sustainability Delivery

### Climate Change (Duties of Public Bodies: Reporting Requirements)

North Ayrshire Council also complies with the Climate Change (Duties of Public Bodies: Reporting Requirements) (Scotland) Order 2015 which requires Public Sector Bodies to publish annual climate change reports. The <u>report for 2022 to 2023</u> was submitted in November 2022.

The Corporate Procurement Unit contribute to compliance with climate change duties by procuring and awarding contracts that reduce climate change impact, using sustainable procurement tools (detailed above) and including appropriate selection and award criteria in relevant procurements.

The Corporate Procurement Unit have also completed the activities noted below within the report period:

- Attended the Adaptation Workshop with the Energy and Sustainability Team to review progress of the actions from the first Adaptation Capability Framework Assessment and to track the Council's adaptation progress using the tool.
- Completed the Public Bodies Climate Change Duties report procurement section for the Energy and Sustainability Team.

### 8. Continuous Improvement

North Ayrshire Council's Corporate Procurement Unit continually assess processes, procedures, templates, and ways of working, to identify lessons learned and consider ongoing improvement activity in relevant areas.

Suggestions for improvement are a standing agenda item at monthly Corporate Procurement Unit meetings and quarterly Procurement Board meetings and post projects reviews are completed for all procurement exercises undertaken. Lessons learned from procurement exercises and contract management are recorded and remedial action is taken for future procurements to ensure continuous improvement.

A Procurement Improvement Action Plan has been created that outlines improvement activities ongoing during the reporting period. This plan is reviewed every 6 months. Some of the activities implemented in 2023 to 2024 are detailed below in Table 7:

### **Improvement Activity**

- Updated/created numerous templates to make them more user friendly and to encourage collation of more robust information, to aid decision making.
- Updated numerous guidance documents to make them more informative, user friendly and easier to navigate procurement activities.
- Introduced a document and process review log to encourage regular review of all documents and processes.
- Added 4 suppliers to e-Invoicing.
- Introduced a new challenge process, to enable quick referral to Legal Services in the event of legal challenge to the procurement process.
- Updated the FOI response process, to reduce allocations and share the requests evenly between the teams.
- Reviewed approval limits for lower value procurements, to reduce burden on Head of Service approvals.
- Commenced quarterly operation workshops to share and implement new ideas for improvement.

A continuous improvement log is maintained to record details of all improvements implemented and the impact of the changes.

### 9. Commercial Activity (Savings/Income)

North Ayrshire Council's Corporate Procurement Unit maintain a savings, income and innovation log to record savings generated from various commercial activities. Details of savings made in the year 2023 to 2024 are detailed in table 8 below.

Commercial Activity	Savings/income value
Price increase requests – cost avoidance	£209,478.71
Negotiations	£12,317.69
Inhouse vs outsource	£183,163.57
Cost benefit analysis	£10,692.00
Demand management	£882.40
Competitive procurement savings (award against budget)	£23,090,380.78
Framework Rationalisation (analysis or mini competitions)	£2,207,070.22
Income from projects (advertising on roundabouts)	£20,801.00

#### Table 8 Commercial Activity (Savings/Income)

Additionally, North Ayrshire Council have implemented a Car Salary Sacrifice Scheme which is a cost-effective way for staff to lease a brand-new electric or hybrid car via salary sacrifice. There is no credit check or deposit required and everything is included, insurance, servicing, maintenance, repairs, MOT costs, road tax and breakdown assistance. This reduces the amount of income tax, national insurance, and pension both North Ayrshire Council and employees pay. The supplier, Northumbria Healthcare NHS Foundation Trust trading as NHS Fleet Solutions also provide discounts on the electric vehicles.

North Ayrshire Council are also investigating all saving proposals put forward from Scotland Excel's savings team and will record benefits realised and report in future annual reports.

### **10. Future Regulated Procurement Summary**

A forward plan of anticipated regulated procurements North Ayrshire Council expects to commence in the next two financial years are included in <u>Appendix B</u>.

60 contracts are anticipated to be awarded with an approximate value greater than £186M. It is also anticipated that 24 mini competitions with an approximate value of £90M will be undertaken (only suppliers included in the call-off frameworks will be invited).

This information gives suppliers notice of future opportunities in the next two years.

Acting in a transparent and proportionate manner is an effective way for North Ayrshire Council to encourage competition and achieve better value for money in its procurements. It also promotes wider participation in the public procurement process.

## Appendix A Regulated Procurement Summary

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/5094	Design and Build of Solar PV Farms at Nethermains, Kilwinning and Shewalton, Irvine Lot 3 - Nethermains, Kilwinning & Shewalton, Irvine	Ameresco Limited	Guildford	07/03/2023	£15,981,295.49	17/07/2023	31/03/2028	31/03/2044
NAC/5101	i3 Ayrshire Growth Deal Phase 1 Advanced Factory Unit Design and Build	Muir Construction Limited	Inverkeithing	14/03/2023	£3,985,109.11	07/08/2023	19/08/2024	19/08/2024
NAC/5105	UPVC and Composite Doorsets: Lot 1 - UPVC Doors Lot 2 - Composite Doorsets	C R Smith Glaziers Limited, I.G. Doors Limited, Sidey Solutions Limited & Sovreign Group Limited	Dunfermline, Wales, Perth, Nelson	25/04/2023	£1,400,000.00	22/05/2023	21/05/2025	21/05/2027

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/5107	General Building and Repair Works Framework: Lot 1 - Joinery Lot 2 - Door Entry Lot 3 - Electrical Lot 4 - Plumbing Lot 5 - Drainage Lot 6 - Plastering Lot 7 - Building Lot 8 - Roofing Lot 8 - Roofing Lot 9 - Timber & Dampness Lot 10 - Fencing	A Stevely Electrical Contracts Limited, City Gate Construction (Scotland) Limited, CK Contracts Limited, Clark Contracts Limited, Dalebrae Construction Limited, DAMM Environmental Limited, Fortress Security Alarms Limited, GD Chalmers Limited, James Frew Limited, Magnus Electrical Services, McKellars of Ayrshire & Metro Rod Limited	Irvine, Paisley, Glengarnock, Hulford, Glasgow, Kilmarnock, Stevenston & Troon	29/03/2023	£3,960,000.00	11/04/2023	12/04/2024	12/04/2027
NAC/5108	Provision of a Community Link Network Development	Neighbourhood Networks	Glasgow	18/04/2023	£354,239.00	30/06/2023	29/07/2026	29/07/2026

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/5110	Biomass Boiler Operation, Maintenance and Fuel Supply for North Ayrshire Sites	AMP Clean Energy Services Limited	Fort William	18/04/2023	£4,100,366.81	24/04/2023	23/04/2024	23/04/2027
NAC/5113	MTC Service, Maintenance and Repairs of Passenger, Platform and Goods Lifts	Stannah Lift Services	Andover	13/04/2023	£400,000.00	01/05/2023	30/04/2026	30/04/2028
NAC/5114	Measured Term Contract for Gas Soundness Testing and Boiler Servicing	Alba Facilities Services Limited	Glasgow	11/05/2023	£400,000.00	14/05/2023	13/05/2026	13/05/2028
NAC/5115	Enabling Works in Relation to Ardrossan North Shore	R.J. McLeod (Contractors) Limited	Glasgow	19/01/2023	£32,745,698.00	22/01/2024	11/03/2024	11/03/2024
NAC/5120	Mental Health Peer Support Service within North Ayrshire	Penumbra	Edinburgh	22/03/2023	£320,000.00	01/04/2023	31/03/2025	31/03/2027
NAC/5121	Construction of Largs Seawall	R.J. McLeod (Contractors) Limited	Glasgow	13/06/2023	£3,769,060.71	19/06/2023	22/03/2024	22/03/2024

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/5122	Information and Support Service for Young and Adult Unpaid Carers in North Ayrshire	Unity Enterprise	Irvine	23/06/2023	£3,427,651.00	03/07/2023	02/07/2026	02/07/2028
NAC/5123	Void Garden Works and Gardening Services at Temporary Accommodation: Lot 1 - Void Garden Works Lot 2 - Gardening Services at Temporary Accommodation	Maple Maintenance Limited & Munro External Works (Commercial) Limited	Skelmorlie & Fairlie	22/06/2023	£300,000.00	05/07/2023	04/07/2026	04/07/2027
NAC/5127	Provision of Alcohol and Drug Prevention, Early Intervention and Support Services	Turning Point Scotland Services Limited	Glasgow	08/06/2023	£2,080,076.00	15/09/2023	14/09/2026	14/09/2028

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/5129	Appointment of Main Contractor for Design and Build of Ardrossan Community Campus (First Stage - Pre- Construction Services)	Morgan Sindall Construction & Infrastructure Limited	London	25/10/2023	£57,546,368.00	01/11/2023	28/08/2024	28/02/2025
NAC/5130	Ground Remediation for Ardrossan North Shore Development	Sanctus Limited	Quedgeley	30/06/2023	£3,011,380.04	13/07/2023	28/03/2024	25/10/2024
NAC/5131	Respite Services for Adults with Learning Disabilities (Red Rose House)	Hansel Alliance	Symington	06/06/2023	£4,403,157.00	27/09/2023	26/09/2026	26/09/2028
NAC/5132	Residential Masterplan, Cairnmount, Irvine	EMA Architecture + Design Limited	Edinburgh	23/01/2024	£125,756.00	01/02/2024	31/01/2025	31/01/2025
NAC/5137	Framework Agreement for Building Services Agency Staff	Blueprint Recruitment Limited, Recruitment Direct UK Limited & Search Consultancy Limited	Glenrothes, Falkirk & Glasgow	19/12/2023	£3,200,000.00	08/01/2024	07/01/2026	07/01/2028

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/5139	Inspection, Servicing and Repair or Roller Shutters & Sectional Doors	City Gate Construction (Scotland) Limited	Linwood	12/09/2023	£288,600.00	01/10/2023	30/09/2026	30/09/2028
NAC/5140	Maintenance, Servicing & Repair of Automatic Doors & Associated Items	Fortress Security Alarms Limited	Kilmarnock	12/09/2023	£365,000.00	29/10/2023	29/10/2026	28/10/2028
NAC/5142	Provision of a Measured Term Contract for Aluminium Doors and Window Repairs	City Gate Construction (Scotland) Limited	Paisley	05/10/2023	£150,000.00	20/10/2023	19/10/2026	19/10/2028
NAC/5144	Treatment of Post-Consumer Recylates: Lot 1 - Mixed Papers and Cardboard Lot 2 - Mixed Plastics, Cans and Glass Lot 3 - Co-Mingled Dry Recyclable Waste	Levenseat Limited, Lowmac Alloys Limited & Regen Waste Limited	Lanark, Ayr & Newry	22/09/2023	£938,898.00	01/10/2023	30/09/2024	30/09/2027

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/5146	Provision of Tenants Home Contents Insurance	AON UK Limited	London	10/10/2023	£493,831.00	01/11/2023	31/10/2028	31/10/2028
NAC/5147	Annual Maintenance & Reactive Repairs of Warden Call Installations	Chubb Fire & Security Limited	Blackburn	15/08/2023	£375,000.00	01/10/2023	30/09/2026	30/09/2028
NAC/5150	Decriminalised Parking Enforcement Services	Imperial Civil Enforcement Solutions Limited	Northampton	30/11/2023	£382,138.00	04/12/2023	03/12/2026	03/12/2028
NAC/5154	School Work Experience Programme & Employer Engagement	The Ayrshire Chamber of Commerce and Industry	Prestwick	23/11/2023	£199,992.00	24/11/2023	23/11/2024	23/11/2027
NAC/5155	Modular Housing at Laburnum Avenue, Beith and Newhouse Drive, Kilbirnie	Connect Modular Limited	Cummnock	03/10/2023	£2,853,352.56	03/10/2023	02/10/2024	02/10/2024
NAC/5166	Supply and Installation of Blinds to Moorpark Primary School	KaydeeSayfa Limited	Shepshed	19/12/2023	£54,908.01	18/01/2024	09/02/2024	09/02/2024

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/5167	Enabling Works in advance of the Development of the Site at Montgomerie Park, Irvine	Groundsource Drilling & Contracting Limited	Bathgate	04/03/2024	£2,746,048.00	04/03/2024	30/10/2024	30/10/2024
NAC/CB/4009	Cross Border Contract with Rustington Hall	Littlehampton and Rustington Housing Society Limited	Rustington	18/10/2023	£63,440.00	19/10/2023	18/10/2024	18/10/2024
NAC/DA/5046	Legal Case Management System	Iken Business Limited	Bristol	11/09/2023	£98,480.00	02/10/2023	01/10/2025	01/10/2027
NAC/DA/5052	Supply, Support and Maintenance of a Home Care Management System	Access UK Limited	Loughborough	29/03/2023	£481,195.44	01/04/2023	31/03/2024	31/03/2025
NAC/DA/5053	Detailed Design of a Coastal Hub	Ironside Farrar Limited	Edinburgh	19/06/2023	£323,906.00	20/06/2023	12/04/2027	12/04/2027
NAC/DA/5054	Renewal of Microsoft Education Licences	Phoenix Software Limited	Surrey	29/06/2023	£277,558.56	01/07/2023	30/06/2026	30/06/2026
NAC/DA/5056	5 Static Compactors	Grade-all International Limited	Dungannon	09/05/2023	£136,746.00	08/05/2023	08/08/2023	08/08/2023

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/DA/5058	Civil and Structural Engineering Services (Montgomery Park and Irvine Central)	Clancy Consulting Limited	Prestwick	06/06/2023	£707,697.00	12/06/2023	31/12/2027	31/12/2028
NAC/DA/5059	Supply & Delivery of Digitally Enabled Telecare Equipment	Tunstall Healthcare (UK) Limited	Whitley Bridge	21/06/2023	£687,500.00	01/07/2023	30/06/2026	30/06/2026
NAC/DA/5060	Sophos Anti-Virus Support (Corporate)	Computacenter (UK) Limited	Hatfield	24/11/2023	£283,422.80	26/11/2023	25/11/2028	25/11/2028
NAC/DA/5061	Supply of Kitchen Unit Material	City Building (Contracts) LLP	Glasgow	06/07/2023	£600,000.00	15/07/2023	14/07/2025	14/07/2025
NAC/DA/5062	Pure Data Storage - Support Renewal	Proact IT UK Limited	Chesterfield	12/09/2023	£93,689.00	30/09/2023	29/09/2026	29/09/2026
NAC/DA/5064	Provision of Fuel Cards (including Electric Vehicle Charge Points)	Allstar Business Solutions Limited	Swindon	05/02/2024	£1,240,000.00	22/03/2024	21/03/2028	21/03/2028
NAC/DA/5065	Professional Appointments (Quantity Surveyor and Project Manager) for Ardrossan North Shore	Gardiner & Theobald LLP	Glasgow	07/12/2023	£139,500.00	01/11/2023	31/08/2025	28/02/2026

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/DA/5066	Provision of Roads Al Software	Vaisala Limited	Birmingham	12/10/2023	£119,592.00	01/10/2023	30/09/2026	30/09/2027
NAC/DA/5067	Grant Management and CRM System	Computacenter (UK) Limited	Hatfield	26/03/2024	£154,833.00	27/03/2024	26/03/2027	26/03/2029
NAC/DA/5069	B714 OBC Contract 23/24	SYSTRA Limited	London	10/10/2023	£73,750.00	10/10/2023	31/03/2024	31/03/2024
NAC/DA/5070	Quantity Surveying Services (Bourtreehill, Irvine)	Armour Construction Consultants	Kilmarnock	20/11/2023	£90,625.93	01/12/2023	01/03/2028	01/03/2028
NAC/DA/5072	Millport Flood Prevention Scheme (FPS) Associate Support – Secondment	AECOM Limited	Edinburgh	17/01/2024	£127,135.62	22/01/2024	27/09/2024	27/09/2024
NAC/MC/5099	NAC Corporate PPE Contract	Unico Limited	Falkirk	10/07/2023	£2,482,563.02	17/07/2023	16/07/2026	16/07/2027
NAC/MC/5120	Refurbishment of Cheviot Court Sheltered Housing Unit, Irvine	Redpath Construction Limited	Glasgow	22/06/2023	£3,366,433.90	26/06/2023	13/05/2024	13/05/2024
NAC/MC/5121	Supply & Delivery of Loose Furniture, Moorpark Primary School, Kilbirnie	Sharp Business Systems UK Plc	Wakefield	07/07/2023	£138,780.11	10/07/2023	16/10/2023	16/10/2023

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/MC/5124	Area Based Scheme (ABS) Energy Efficiency Managing Agent	Momentum 4 Limited	Falkirk	12/09/2023	£672,966.00	14/09/2023	13/09/2024	13/09/2028
NAC/MC/5125	Quantity Surveyor Montgomery Park Irvine and Ayrshire Central Irvine	MB Langmuir & Hay (UK) Limited	Glasgow	25/07/2023	£153,334.35	26/07/2023	27/12/2027	27/12/2027
NAC/MC/5126	Re-development of the Former Kings Arms Hotel, 113 to117 High Street, Irvine to provide 6 Amenity Flats	D. McLaughlin & Sons Limited	Irvine	27/02/2024	£2,427,444.25	27/02/2024	10/02/2025	10/02/2025
NAC/MC/5128	Central Heating and Electrical Rewiring - 3rd call off 2023 to 2024	McTear Contracts Limited	Wishaw	19/09/2023	£2,111,931.17	02/10/2023	01/10/2024	01/10/2024
NAC/MC/5130	Supply of UPVC Windows	CR Smith Manufacturing Limited	Dunfermline	13/11/2023	£1,056,000.00	11/12/2023	10/12/2024	10/12/2026
NAC/MC/5135	Supply and Delivery of Eight 26 Tonne Refuse Collection Vehicles	FAUN Zoeller UK Limited	Redditch	26/03/2024	£1,888,544.00	29/03/2024	30/06/2025	30/06/2025

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/MC/5137	Area Based Scheme Energy Efficiency Works	Valley Group Limited	Glasgow	27/02/2024	£6,544,592.00	28/02/2024	27/02/2025	27/02/2029
NAC/MC/5140	Supply, Delivery and Installation of Promethean Panels in Schools	AVMI Kinly Limited	Sunbury-On- Thames	25/01/2024	£212,340.00	26/01/2024	25/01/2026	25/01/2026
NAC/SDS/0018	SDS Option 2 Agreement with North Ayrshire Council	Ayrshire Care Solutions	Cumnock	30/11/2023	£180,535.12	30/11/2023	29/11/2024	29/11/2024
NAC/SDS/0057	SDS Option 2 Agreement with North Ayrshire Council	Active Care Group	Kent	30/11/2023	£451,242.55	30/11/2023	29/11/2024	29/11/2024
NAC/STA/5176	Removal of Ash Trees Affected by Ash Dieback Disease	Tivoli Group Limited	Stoke-On- Trent	08/02/2023	£56,991.21	02/09/2023	31/03/2024	31/03/2024
NAC/STA/5181	Delivery of UK Prosperity Fund Multiply Project	Community Housing Advocacy Project (CHAP)	Ardrossan	21/03/2023	£251,886.00	01/04/2023	31/03/2024	31/03/2025
NAC/STA/5183	Upgrade of ROCC Uniclass Enterprise System to ROCC Core	ROCC Computers Limited	Brighton	24/03/2023	£55,673.25	14/07/2023	31/03/2027	31/03/2027

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/STA/5184	Recruitment of Dads' Support Worker to Universal Early Years' Service	Dad's Rock	Edinburgh	03/07/2023	£102,243.00	03/07/2023	31/03/2026	31/03/2026
NAC/STA/5188	Software Maintenance Agreement and Support Agreement – Apex Asset Management Software	Rowanwood Professional Services Limited	Milton Keynes	23/03/2023	£124,693.16	01/04/2023	31/03/2027	31/03/2027
NAC/STA/5189	Support and Maintenance of Verint EM Pro CRM System	Verint Systems UK Limited	Woking	27/04/2023	£72,120.36	01/04/2023	31/03/2025	31/03/2025
NAC/STA/5191	Delivery of North Ayrshire's Local Heat and Energy Efficiency Strategy and Delivery Plan	Ricardo AEA Limited	West Sussex	21/04/2023	£60,097.00	24/04/2023	31/12/2023	31/12/2023
NAC/STA/5194	Replacement Boiler Plant, Dreghorn Primary School, Irvine	James Frew Limited	Stevenston	30/05/2023	£53,647.93	03/07/2023	11/08/2023	11/08/2023

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/STA/5195	North Ayrshire Debt Advice Service for all Citizens including Island Communities	Community Housing Advocacy Project (CHAP)	Ardrossan	09/06/2023	£390,000.00	01/07/2023	30/06/2025	30/06/2025
NAC/STA/5196	Inspection, Servicing and Repairs to Domestic Water Mist Systems throughout North Ayrshire	NPHS-Fire Sprinklers Limited	Birtley	26/06/2023	£412,052.50	01/07/2023	30/06/2024	30/06/2026
NAC/STA/5200	Supply and Delivery of Fresh Meats to the Isle of Arran	The Arran Butcher Limited	Isle of Arran	30/08/2023	£57,000.00	30/08/2023	29/08/2025	29/08/2026
NAC/STA/5204	Sustain North Ayrshire	Aberlour Child Care Trust	Stirling	11/08/2023	£63,000.00	30/08/2023	30/09/2023	31/10/2023
NAC/STA/5209	Delivery of UK Prosperity Fund Multiply Grants Programme	The Ayrshire Community Trust	Saltcoats	03/11/2023	£85,000.00	06/11/2023	05/05/2025	05/05/2025
NAC/STA/5213	Software Supply for Building Standards and Planning	IDOX Software Limited	Surrey	01/12/2023	£114,860.70	20/11/2023	19/11/2024	19/11/2024

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/STA/5216	Community Led Action and Support Services for Over 50's within North Ayrshire	Community Led Action & Support Project (CLASP)	Stevenston	21/12/2023	£56,362.78	01/11/2023	31/10/2025	31/10/2025
NAC/STA/5217	Ardrossan Community Campus – Sustainability Delivery	Carbon Futures (Consultancy) Limited	Glasgow	09/01/2024	£52,250.00	09/01/2024	01/08/2027	01/08/2027
NAC/STA/5218	Pure Storage SAS Drive Replacement	Proact IT UK Limited	Chesterfield	31/01/2024	£103,790.31	01/02/2024	29/09/2026	29/09/2026
NAC/STA/5220	Supply of CHRIS21 (HR Payroll) System	Frontier Software PLC	Surrey	28/02/2024	£267,894.90	28/02/2024	17/02/2029	17/02/2029
NAC/STA/5222	Provision of Statutory Transport Journeys to Lockhart Campus, Stevenston	Brian Taylor t/a BK Minibuses	Irvine	23/02/2024	£65,892.00	26/02/2024	30/06/2027	30/06/2027
NAC/STA/5222	Provision of Statutory Transport Journeys to Lockhart Campus, Stevenston	Cumbrae Contracts Limited	Millport	23/02/2024	£90,440.00	26/02/2024	30/06/2027	30/06/2027

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET including Extensions)	Contract Start Date	Original Contract End Date (Excluding Extensions)	Contract End Date (Including Max Extensions)
NAC/STA/5222	Provision of Statutory Transport Journeys to Lockhart Campus, Stevenston	William Smith t/a Joe's Taxis	Stevenston	23/02/2024	£127,908.00	26/02/2024	30/06/2027	30/06/2027
NAC/STA/5222	Provision of Statutory Transport Journeys to Lockhart Campus, Stevenston	William Smith t/a Thistle Taxis	Stevenston	23/02/2024	£139,840.00	26/02/2024	30/06/2030	30/06/2030
NAC/STA/5222	Provision of Statutory Transport Journeys to Lockhart Campus, Stevenston	Annette Raeburn / Diane Beattie / Lorraine Stevenson t/a Concord Contract Hire	Stevenston	23/02/2024	£244,680.48	26/02/2024	30/06/2030	30/06/2030
NAC/STA/5255	Technical Delivery Partner for 5G Innovation Region Project, North Ayrshire	Farrpoint Limited	Edinburgh	19/03/2024	£125,000.00	25/03/2024	01/09/2024	01/09/2024

## Appendix B Future Regulated Procurement Summary (April 2024 to March 2026)

Contract Description Project Title	New, extended or re-let	Estimated Total Contract Value £NET includes extensions	Expected Notice Dates	Expected Award Date	Expected Contract Start Date
Supply of Bowtop Fencing Materials	Re-tender	£260,000.00	March 2024	August 2024	01/09/2024
Framework agreement for ad-hoc repair and maintenance of vehicles, plant and equipment. / Framework Agreement for Provision of Ad hoc Vehicle Repairs & Maintenance Services / Recovery	Re-tender	£1,600,000.00	April 2024	September 2024	01/10/2024
Maintenance, Monitoring & Repair of Security Systems and CCTV Maintenance & Repairs	Re-tender	£1,875,000.00	March 2024	August 2024	01/09/2024
Employability and Skills Framework Lot 1 to 4	Re-tender	£12,000,000.00	February 2024	July 2024	01/08/2024
Measured Term Contract 2019 to 2022 for the Inspection, Servicing and Repairs of Fire Fighting Equipment	Re-tender	£750,000.00	February 2024	July 2024	01/08/2024
Supply of a Managed Fleet Store Service	Re-tender	£2,886,225.00	February 2024	July 2024	01/09/2024
Housing Support - Women at Risk of Violence	Re-tender	£1,574,462.00	March 2024	August 2024	31/08/2024
Window Cleaning Services for Non-Domestic Properties	New	£168,272.00	July 2024	September 2024	15/09/2024
Scottish Housing Quality Standards Surveys	Re-tender	£275,000.00	April 2024	September 2024	05/10/2024
Delivery of Modern Apprenticeships to North Ayrshire Council	Re-tender	£159,600.00	April 2024	September 2024	12/10/2024
A Specialist Family Trauma Support Service for children under 18 years of age.	Re-tender	£80,000.00	May 2024	September 2024	31/10/2024

Contract Description Project Title	New, extended or re-let	Estimated Total Contract Value £NET includes extensions	Expected Notice Dates	Expected Award Date	Expected Contract Start Date
North Ayrshire Employability Service Delivery Framework Reissue	Re-tender	£9,572,000.00	August 2024	October 2024	01/11/2024
Combined Framework for Replacement of Central Heating/Combined Central Heating & Electrical Wiring Installations and electrical rewiring to Residential Properties	Re-tender	£7,403,900.00	May 2024	October 2024	02/11/2024
Software Supply for Building Standards and Planning	Re-tender	£114,860.70	May 2024	October 2024	20/11/2024
Building Services On Site Training (Operations Team)	New	£66,000.00	2024 to 2025	2024	2024 (TBC)
Hosting and Support for the Contensis Content Management System	Re-tender	£58,925.50	July 2024	December 2024	08/01/2025
Supply, Support and Maintenance of a Home Care Management System	Re-tender	£481,195.44	October 2024	March 2025	01/04/2025
Water Quality Management Services	Re-tender	£750,000.00	October 2024	March 2025	01/04/2025
Standardised Assessment Digital Platform for Primary and Secondary Schools, North Ayrshire	Re-tender	£107,000.00	October 2024	March 2025	09/04/2025
Waste Management ICT System	Re-tender	£132,630.40	October 2024	March 2025	26/04/2025
3 - Ayrshire First Aid Training Framework	Re-tender	£234,600.00	November 2024	April 2025	03/05/2025
CareFirst System Replacement Solution	Re-tender	£1,004,575.00	December 2024	May 2025	01/06/2025
CCTV Maintenance Works	Re-tender	£377,040.80	January 2025	June 2025	08/07/2025

Contract Description Project Title	New, extended or re-let	Estimated Total Contract Value £NET includes extensions	Expected Notice Dates	Expected Award Date	Expected Contract Start Date
Supply of Kitchen Unit Material issued as a direct award against the Scottish Government Reserved Commodities for Supported Businesses Framework - Lot 1 Furniture & Associated Products	Re-tender	£600,000.00	January 2025	June 2025	15/07/2025
Design and implementation of a hall school letting and resource booking system for multiple council sites and resources	Re-tender	£52,000.00	January 2025	June 2025	26/07/2025
Legacy Fixed Telephony Services	Re-tender	£60,000.00	January 2025	June 2025	26/07/2025
Flexible Framework for Early Learning and Childcare Funded Entitlement	Re-tender	£18,000,000.00	February 2025	July 2025	01/08/2025
Provision of Self-Directed Support, Information and Advice	Re-tender	£488,670.00	February 2025	July 2025	01/08/2025
Additional Print Services	Re-tender	£124,992.00	February 2025	July 2025	16/08/2025
Print Services Framework	Re-tender	£280,000.00	February 2025	July 2025	16/08/2025
Supply, Support & Maintenance - Solaris SPARC / Oracle Servers	Re-tender	£97,667.74	May 2025	October 2025	14/11/2025
Sanitary disposal and associated requirements	New	TBC	2024 to 2025 (to be confirmed)	2025 (to be confirmed)	2025 (to be confirmed)
Universal School Meals	New	(blank)	2024 to 2025 (to be confirmed)	2026 (to be confirmed)	2025 (to be confirmed)
Wind Turbine Maintenance Contract	New	£200,000.00	2024 to 2025 (to be confirmed)	2027 (to be confirmed)	2025 (to be confirmed)

Contract Description Project Title	New, extended or re-let	Estimated Total Contract Value £NET includes extensions	Expected Notice Dates	Expected Award Date	Expected Contract Start Date
5GIR - 5 Innovative Regions	New	£3,800,000.00	2024 to 2025 (to be confirmed)	2029 (to be confirmed)	2025 (TBC)
Ash dieback survey	New	£100,000.00	2024 to 2025 (to be confirmed)	2030 (to be confirmed)	2025 (TBC)
B714 upgrading construction	New	£20,000,000.00	2024 to 2025 (to be confirmed)	2031 (to be confirmed)	2025 (TBC)
Dalry PS Floor screed repair works	New	ТВС	2024 to 2025 (to be confirmed)	2035 (to be confirmed)	2025 (TBC)
Demolition Works - Millport Pier	New	£350,000.00	2024 to 2025 (to be confirmed)	2036 (to be confirmed)	2025 (TBC)
Demolition Works - Recreation Park	New	TBC	2024 to 2025 (to be confirmed)	2037 (to be confirmed)	2025 (TBC)
Design Contract for Digital Processing Manufacturing Centre (DPMC) Phase 2	New	£1,000,000.00	2024 to 2025 (to be confirmed)	2038 (to be confirmed)	2025 (TBC)
Great Harbour Coastal Hub - Construction	New	£2,560,000.00	2024 to 2025 (to be confirmed)	2039 (to be confirmed)	2025 (TBC)
Independent tester for Ardrossan Campus	New	£120,000.00	2024 to 2025 (to be confirmed)	2040 (to be confirmed)	2025 (TBC)
Industrial Unit (i3 Flexible Space Phase 2A construction contract (approximately 20,000 square feet))	New	£5,000,000.00	2024 to 2025 (to be confirmed)	2041 (to be confirmed)	2025 (TBC)

Contract Description Project Title	New, extended or re-let	Estimated Total Contract Value £NET includes extensions	Expected Notice Dates	Expected Award Date	Expected Contract Start Date
Irvine Royal Academy Primary School Boiler Replacement	New	TBC	2024 to 2025 (to be confirmed)	2042 (to be confirmed)	2025 (to be confirmed)
Millport Marine Project - Integrated Design Team for FBC & Delivery of Completed Project	New	£325,000.00	2024 to 2025 (to be confirmed)	2025	2025 (to be confirmed)
Professional Appointments (Quantity Surveyor and Project Manager) for Ardrossan North Shore	New	£139,500.00	2024 to 2025 (to be confirmed)	2042 (to be confirmed)	2025 (to be confirmed)
Project Manager Services/Principal Designer for Ardrossan Community Campus	New	£319,400.00	2024 to 2025 (to be confirmed)	2042 (to be confirmed)	2025 (to be confirmed)
SMART Infrastructure Pilot (SIPP) Programme	New	£243,000.00	2024 to 2025 (to be confirmed)	2042 (to be confirmed)	2025 (to be confirmed)
Surface Dressing Works	Re-tender	£336,040.00	2024 to 2025 (to be confirmed)	January 2025	01/02/2025
Technical Adviser/Quantity Surveyor for the Ardrossan Community Campus	New	£217,500.00	2024 to 2025 (to be confirmed)	2042 (to be confirmed)	2025 (to be confirmed)
Terraced Units (i3 Flexible Space Phase 2B&C construction contract (approximately 7,500 square feet))	New	£3,000,000.00	2024 to 2025 (to be confirmed)	2042 (to be confirmed)	2025 (to be confirmed)
Tree/Woodland Planting North Ayrshire	New	£500,000.00	2024 to 2025 (to be confirmed)	2042 (to be confirmed)	2025 (to be confirmed)
Vikingar Fabric Repairs	New	TBC	2024 to 2025 (to be confirmed)	2042 (to be confirmed)	2025 (to be confirmed)

Contract Description Project Title	New, extended or re-let	Estimated Total Contract Value £NET includes extensions	Expected Notice Dates	Expected Award Date	Expected Contract Start Date
Alzheimer's Day Care Service	New	£1,111,760.00	2024 to 2025 (to be confirmed)	2042 (to be confirmed)	2025 (to be confirmed)
Provision of Gym Equipment for Secondary Schools (Cardiovascular & Resistance fitness equipment)	Re-tender	£390,914.33	July 2025	December 2025	01/01/2026
Community Support Service (Adult Flexible Framework)	Re-tender	£84,119,850.00	July 2025	December 2025	06/01/2026
Recovery, Reuse and Recycling of Bulky Household Waste:	Re-tender	£175,000.00	July 2025	December 2025	27/01/2026
The Provision of Electronic Payment Services (Bill Payment Service enabling customers to pay bills through Paypoint outlets and Post Office branches)	Re-tender	£162,248.00	August 2025	January 2026	01/02/2026
Pan Ayrshire Framework - Election Services & Postal Vote Management System	Re-tender	£200,000.00	August 2025	January 2026	09/02/2026
Software Provider for HR Payroll	Re-tender	£267,894.90	August 2025	January 2026	18/02/2026