



North Ayrshire Council  
Comhairle Siorrachd Àir a Tuath

# Annual Procurement Report

1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023



# Contents

<b>1. Introduction</b> .....	3
<b>2. North Ayrshire Council Context</b> .....	5
The Council Plan .....	5
Community Wealth Building Strategy .....	6
Environmental Sustainability & Climate Change Strategy .....	7
<b>3. Summary of Regulated Procurements Completed</b> .....	10
Table 1 Regulated Procurement Award Summary .....	10
<b>4. Review of Procurement Compliance</b> .....	11
<b>5. Community Benefit Summary</b> .....	32
Table 2 Community Benefits Delivered .....	33
<b>6. Supported Business Summary</b> .....	35
<b>7. Climate Change and Sustainable Procurement</b> .....	36
Table 3 Climate Change and Sustainable Procurement Contracts .....	38
<b>8. Continuous Improvement</b> .....	40
Table 4 Continuous Improvement Projects .....	41
<b>9. Future Regulated Procurement Summary</b> .....	42
Appendix A Regulated Procurement Summary.....	32
Appendix B Future Regulated Procurement Summary .....	38

# 1. Introduction

The Procurement Reform (Scotland) Act 2014 (The Act) forms part of the public procurement legislation that governs how Scottish public bodies buy their goods, services and works and allows maximisation of the economic and social value brought to Scotland from 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 (APR) on its regulated procurements. This report covers the period from 1<sup>st</sup> April 2022 until 31<sup>st</sup> March 2023 and applies to all North Ayrshire Council (NAC) expenditure.

To comply with the Act, NAC is required to prepare a procurement strategy. A Corporate Procurement Strategy (CPS) was published in March 2021 setting out how NAC would approach its external spend on goods, services and works over the period 2021-2023. This strategy is refreshed annually and performance against the strategic objectives is reviewed every 6 months.

NAC recognises the importance and the benefits of effective procurement. The CPS sets out the strategic aims and objectives that will improve, innovate and transform how NAC procures goods, services and works. The 4 strategic aims are to:



The APR includes:

- a summary of the regulated procurements that have been completed during the year covered by the report.
- a review of whether those procurements complied with the authority's CPS.
- the extent that any regulated procurements did not comply, and a statement of how the authority intends to ensure that future regulated procurements do comply.
- 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.
- a summary of the regulated procurements the authority 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 £2M 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 APR relates to all regulated procurements and will report against the strategy that covered the period 2021-2023.

## 2. North Ayrshire Council Context

North Ayrshire has a population of around 134,000 and despite some strengths, the area has levels of unemployment, poverty, and inequality well above the Scottish average.

NAC aims to improve the North Ayrshire economy by using North Ayrshire's land and assets, including coastal assets, infrastructure and location-based sector strengths, to draw investment and stakeholder activity to create opportunities for our local business base to participate in those sectors and increase access to good jobs and fair employment opportunities.



### The Council Plan

In 2019, NAC published its Council Plan titled “A Council that is Fair for All”<sup>1</sup> which has fairness and equity at its heart and recognises the social, economic and environmental challenges faced within North Ayrshire.

The Council Plan states that NAC:

“Will do everything within our power to be bold, innovative, and pioneering so that we can attract investment, create employment and build a North Ayrshire which makes us proud – a thriving place with a bright future.

We are determined to tackle inequalities and create a society where no one lives in poverty, where the economy is inclusive and where everyone has the same life chances to live fulfilling and healthy lives.”

To achieve the above, NAC has set priorities around People, Places and Our Council and the key priorities are:

#### Aspiring Communities

- ▶ Active and strong communities
- ▶ Children and young people experience the best start in life
- ▶ Inclusive, growing and enterprising local economy
- ▶ People enjoy good life-long health and well-being
- ▶ People and communities are safe

#### Inspiring Place

- ▶ Effective infrastructure and digital connectivity
- ▶ Affordable, modern and well-designed homes that meets residents' needs
- ▶ Vibrant, welcoming and attractive places
- ▶ A sustainable environment

#### Our Council:

- ▶ Recognises there is strength in doing things together.
- ▶ Engages with, listens to and supports communities to be active partners in what we do.
- ▶ Believes in fairness, tackles inequality and bases its decisions on these values.
- ▶ Is ambitious, determined and committed to improving North Ayrshire.

Each key priority has associated priority outcomes many of which the Corporate Procurement Unit (CPU) working with stakeholders can directly help to achieve. The CPS strategic aims contribute to the Council Plan.

### Community Wealth Building Strategy

NAC recognises the social, economic, and environmental challenges that it faces and realise the answer is no longer traditional economic growth. In addition to the Council Plan, NAC has embarked on a radical approach to its economy, centered on wellbeing and inclusion called Community Wealth Building (CWB).

CWB is at the heart of the Council Plan, it uses the economic levers available to Anchor Institutions to develop resilient, inclusive local economies with more local employment and a larger more diverse business base, ensuring wealth is locally owned and benefits local people. Anchor Institutions are large organisations that are rooted in the area, they employ significant numbers and have real buying and spending power e.g. Councils, Police, Fire and Rescue, NHS, Colleges, and large private organisations.

NAC published Scotland's first CWB strategy<sup>2</sup> in May 2020. There are five key pillars within the strategy, the first of which is procurement.

The strategy states that:

**“Progressive procurement develops dense local supply chains of local enterprises, SMEs, employee-owned businesses, social enterprises, cooperatives and other forms of community owned enterprises.”**

The CWB procurement objective is for NAC to use spend to actively encourage and support a growing, diverse and resilient local business base, and to support our net zero carbon ambition. Work continues with both the CPU and the Business Development Team working with local suppliers to maximise the CWB quick quote process, provide greater

visibility of future tender opportunities and offer support and training to help local suppliers to be more competitive and therefore win a greater number of NAC contracts.

The second CWB pillar is fair employment. The strategy states:

[“We will encourage the creation of fair and meaningful jobs with progression opportunities to unlock the potential of our residents.”](#)

NAC procurement exercises make it mandatory for all suppliers to adopt fair work practices and encourage payment of the real living wage. Community benefit clauses relating to employment and training are also included in all appropriate procurement exercises.

### **Environmental Sustainability & Climate Change Strategy**

On 11<sup>th</sup> June 2019, NAC declared its own Climate Emergency, committing to act on climate change. The Environmental Sustainability & Climate Change Strategy (ESCCS) 2021-23<sup>3</sup> has been developed to support the delivery of NAC’s priorities and continue to work towards a sustainable environment.

The strategy states:

[“North Ayrshire aims to be a council that is ‘Fair for All’, now and for generations to come. This vision extends to the environmental, economic and social pillars of sustainability and is considered in every decision taken relating to our actions.”](#)

The CPS strategic aim to create a more sustainable North Ayrshire supports this strategy.

Links to all plans and strategies mentioned above:

<sup>1</sup>Link to full Council Plan [Council Plan 2019-2024](#)

<sup>2</sup>Link to CWB Strategy [Community Wealth Building Strategy 2020-2025](#)

<sup>3</sup>Link to ESCCS [Environmental Sustainability & Climate Change Strategy](#) Procurement is a significant activity across NAC and typically NAC spends between

£210m to £230m per annum on external procurement expenditure. Goods, services, and works were purchased from over 3,900 suppliers in 22-23 resulting in over 89,000 invoices requiring to be paid.

Almost 60% of the external procurement expenditure is spent with small and medium sized enterprises (SMEs) and around 26% is spent with local suppliers within the NAC boundary. NAC aspires to increase the spend with local businesses and the CPU and the Business Development Team are working together to support and develop local suppliers to be more successful in winning contracts.

This APR will provide details on performance against the CPS (2021-2023) relating to all regulated procurements and identifies any issues and areas for improvement in subsequent financial years.

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



### 3. Summary of Regulated Procurements Completed

NAC completed 80 regulated procurements with a value of £112,073,278.50 during the period of the report. The table below shows a summary of regulated procurement activity.

**Table 1 Regulated Procurement Award Summary**

Period 1 <sup>st</sup> April 2022 to 31 <sup>st</sup> March 2023	Total
Total number of completed procurements	80
Estimated value of all completed procurements	£112,073, 278.50
Estimated savings to be delivered from the awarded contracts	£6,827,862.11
Number of light touch contracts let during the period	0
Average number of bids received	5
% of contracts awarded to SMEs	75%
Average processing time for a procurement exercise	77 hours

Further details of each individual procurement including contract reference, contract description, contract value, supplier name(s), contract start date, contract end date and extension periods can be found in [Appendix A](#), and all current live contracts including regulated procurements are publicly available through the organisation's contracts register which can be found on the NAC website using the link below:

<https://maps-north-ayrshire.opendata.arcgis.com/datasets/contract-register/explore?showTable=true>

## 4. Review of Procurement Compliance

Procurements require to be progressed in accordance with NAC's CPS and all relevant legislation. Details of whether these procurements complied with the CPS and areas of development in future years are detailed below:

### **Deliver a high-quality procurement service.**

To ensure all CPU staff are fully trained and developed to their maximum potential, thereby offering a more strategic and commercial approach to procurement activities.

### **Performance against Strategy**

#### **Compliant areas:**

- 3-year development plans in place for Procurement Officers (PO), Assistant Procurement Officers (APO) and Team Managers/Leaders (reviewed at one to ones quarterly).
- Skills Matrix for all staff members reviewed at one to ones quarterly.
- KPIs relating to completing procurement exercises to a high standard and on time and developing staff reviewed at one to ones quarterly.
- Ongoing training, coaching and mentoring provided by Team Leaders, Team Manager and Senior Manager (all procurement exercises and other procurement activity are reviewed at key stages including contract strategy, procurement publication and outcome reporting).
- All staff attend Scottish Government and Scotland Excel training courses (including climate literacy training) ongoing.
- One staff member finalising MCIPS 2023.
- APOs and POs involved in CSM activities.
- Team Manager and Senior Manager involved in Early Buyer Engagement Activities. 11 meetings were held in the reporting period.
- Procurement Development Framework completed by all CPU staff members.

#### **Areas of development in future years:**

- One staff member starting CIPS Level 3 2023.
- One staff member starting CIPS Level 4 2023.
- Involvement in early buyer engagement activity for POs.

## **Deliver a high-quality 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 NAC's internal governance.

### **Performance against Strategy**

#### **Compliant areas:**

- Utilise e-Tendering and P2P systems, to advertise appropriate contracts, place orders, pay invoices and report on all procurement and spend activity.
- Provide user friendly procurement processes and plain English documentation for all NAC employees involved in the procurement process to use. A continuous improvement log is in place to document all ongoing improvements to processes and templates.
- All elements of the contract strategy and tender process are reviewed and appropriately authorised to ensure legal compliance and delivery of best value.
- Obtain Procurement Board approval for new policies, processes, strategies and reports where appropriate.
- Implemented a No PO No Pay Policy.

#### **Areas of development in future years:**

- Review current processes and documentation and develop new content when required, in response to changes or new procurement legislation or Scottish Procurement Policy Notes.

## **Deliver a high-quality procurement service.**

CPU staff and service teams work collaboratively to ensure best economic and social value is obtained from all external expenditure.

### **Performance against Strategy**

#### **Compliant areas:**

- Work with service teams to develop a contract strategy for each procurement exercise, the strategy should explore topics such as demand management (considering in-house delivery, repair of existing assets, and substitution opportunities), supply market analysis, potential collaborative opportunities, legislation and accreditations, sustainability, community benefits, fair work practices, insurance, information governance, ICT security, TUPE, mobilisation plans and exit strategy requirements.
- Review spend data annually and identify non-compliant spend - work with service teams to ensure contracts are put in place and all non-compliant spend is reported to the Procurement Board quarterly.

- Review and improve Purchase to Pay processes to strengthen controls, increase efficiency and provide useful and up-to-date management information. 2 suppliers have been added to e- invoicing during the reporting period.
- Continue to maintain a procurement waveplan, catalogue of rates and available framework databases utilising PowerBI for all service teams to access.
- Developed a corporate culture and status of procurement as a key feature of CWB. The CPU and Business Development Team continue to identify local suppliers to invite to Quick Quote and the value of local awards via quick quote has increased substantially during this reporting period.
- Issued a customer survey to obtain feedback and improve templates and processes where possible.

**Areas of development in future years:**

- Involvement in early buyer engagement activity for POs.

**Deliver a high-quality procurement service.**

Provide visibility to suppliers of future contracting opportunities by maintaining and publishing the contract register, future tender waveplan and Procurement annual reports.

**Performance against Strategy**

**Fully complied.**

- Contract register published on the external NAC website.
- Annual report providing details of future waveplan published on NAC external website.
- Work with service teams to maintain an accurate future tender waveplan to enable efficient allocation of procurement resources. The waveplan is shared with the Business Development Team to provide visibility of upcoming opportunities for local suppliers.

**Deliver a high-quality procurement service.**

To continue to improve procurement performance across NAC as measured by the Scottish Government's Procurement and Commercial Improvement Programme (PCIP).

**Performance against Strategy**

**Fully complied:**

- Procurement Board in place and continuous improvement is a standard agenda item.
- E-Invoicing project underway (7 suppliers implemented).
- Developed a PCIP improvement plan to demonstrate procurement compliance

in all relevant assessment areas.

- Continue to work with key services to prepare and undertake the next PCIP assessment in 23.

### **Deliver value for money.**

Work with service teams to develop individual contract strategies aligned to the Council Plan, other NAC strategies and the National Performance Framework for all procurements (above £50K for supplies and services and above £500K for works) ensuring that key areas that deliver economic and social value are fully considered for whole life costs e.g. demand management, spend analysis, market analysis, cost/quality ratios, risk assessments, sustainability, innovation, TUPE, community benefits, fair working practices, and KPI's.

### **Performance against Strategy**

#### **Compliant areas:**

- Continue to think innovatively and strategically about NAC's needs and the range of options for delivery at contract strategy stage including demand management options (aligned to the Council Plan and National Performance Framework).
- Carry out early market engagement to encourage bid participation and increase competition and obtain essential market information to help inform the specification and tender documents.
- Carry out thorough market research and end user research, where appropriate to understand the market and end user's needs. Research is carried out for all procurement above £50K for supplies and services and £500K for works.
- Consider risk, fair work practices and applicable community benefits for all procurements, where appropriate.
- Developed and improved the contract strategy template to capture essential information to reflect all future requirements.
- Undertaken more frequent benchmarking exercises to understand costs and demonstrate value for money from tender activities.

#### **Areas of development in future years:**

- Continually develop and improve the contract strategy template to capture essential information to reflect all future requirements.

### **Deliver value for money.**

Generate value from utilising collaborative contracts with other Councils, Scotland Excel, Scottish Government and anchor institutions.

### **Performance against Strategy**

### **Compliant areas:**

- Rationalise existing collaborative frameworks to rationalise products, use alternative products and maximise rebates.
- Run mini competitions from Scotland Excel, Scottish Government and Crown Commercial Services frameworks.
- Seek opportunities to collaborate with neighbouring local authorities and other public sector bodies.

### **Areas of development in future years:**

- Work with Anchors in the Community Planning Partnership to explore procurement spend, with potentially joint procurement activities.

### **Deliver value for money.**

Work with the Procurement Board to maximise savings from national frameworks, through product rationalisation, taking advantage of rebates and utilising the best quality supplier(s) at the optimal price.

### **Performance against Strategy**

#### **Fully complied:**

- Discuss savings and rationalising frameworks at quarterly Procurement Board meetings.

### **Deliver value for money.**

Carry out early supplier and end user engagement to create robust specifications that accurately reflect NAC's requirements.

### **Performance against Strategy**

#### **Fully complied:**

- Carry out pre-market engagement with suppliers and service users/communities to help develop contract strategies and specifications that more accurately reflect requirements.

### **Deliver value for money.**

All officers involved in procurement understand they have a responsibility to deliver best value and are open to changing specifications, service delivery/redesign, mobilising new suppliers and robust contract and supplier management.

### **Performance against Strategy**

#### **Fully complied:**

- Provide Contract Standing Orders training to all individuals involved in procurement activities across NAC – online training module has been created and 505 NAC staff members have completed the training by the end of the reporting period.

- Specification development is part of the procurement process for all procurements.
- Early supplier engagement and market research carried out to help develop specifications.
- Contract and Supplier Management Policy implemented 1<sup>st</sup> April 2022 to provide a streamlined standardised process to deliver value and innovation.
- Robust mobilisation plans discussed at contract strategy stage and included in tender documents.

### **Deliver value for money.**

Monitor, report and work with service teams to rectify non-compliant spend.

### **Performance against Strategy**

#### **Fully complied:**

- Annual non-compliant spend analysis carried out to identify spend that should be subject to a competitive procurement exercise. Relevant procurement exercises are progressed.
- Non-complaint spend over £10K reported to Procurement Board quarterly and annually.
- Work with service teams to award compliant future contracts.

### **Deliver value for money.**

All NAC officers to adhere to a Contract and Supplier Management (CSM) Policy to ensure the maximum economic and social value is continually driven from every contract.

### **Performance against Strategy**

#### **Compliant areas:**

- All CPU Officers adhere to the CSM Policy, when managing Cat A and Cat B contracts and assisting service teams managing Cat C and Cat C1 contracts.

#### **Areas of development in future years**

- Encourage all service teams to adhere to the CSM Policy.

### **Create a more sustainable North Ayrshire.**

Ensure that all external expenditure is procured sustainably and ethically whilst encouraging and influencing our suppliers, contractors and service providers to do the same.

## **Performance against Strategy**

### **Fully complied:**

- Ensure all contract strategies consider socio economic and environmental impact and how this can be reduced by ensuring compliance with environmental, social and employment law by issuing terms and conditions for all contracts and by requesting appropriate certification in relevant contracts to meet specific environmental, social, or other relevant characteristics.
- Consider lotting strategies for all contracts, giving cognisance to accessibility of contracts for local businesses, SMEs, Third Sector Organisations, Social Enterprises and Supported Business's.
- Utilise Scottish Governments sustainable procurement tools, prioritisation assessment, sustainability test and life cycle impact mapping.
- Apply relevant and proportionate criteria to technical scoring to ensure that environmental impacts are considered appropriately in tender exercises and include relevant selection questions.

### **Create a more sustainable North Ayrshire.**

Support Community Wealth Building aspirations by improved engagement with local suppliers, social enterprises and supported businesses to help grow local provider capability and capacity and to promote innovation.

## **Performance against Strategy**

### **Compliant areas:**

- Carry out early supplier engagement to encourage local bidders, social enterprises and supported businesses to bid for future appropriate contract opportunities.
- Work with Business Development to maximise local supplier participation in the Quick Quote procurement process.
- Manage a coordinated waveplan of future procurement projects to enable local suppliers, third sector, and SMEs to have future visibility and be able to prepare to bid for future contracts.
- Encourage and support SMEs, third sector, social enterprises, supported businesses and the local business community to engage commercially with NAC and consider at the early buyer engagement stage.
- Capture detailed impact and spend information through sub-contracting or supply chain opportunities from NAC contracts.
- Participate in the CWB Procurement Working Group to maximise collaboration with the other Anchor Institutions.



### **Areas of development in future years:**

- Work with Business Development to fully understand our local businesses and their capability and capacity to supply.
- Work with the Supplier Development Programme to arrange a webinar for local suppliers.

### **Create a more sustainable North Ayrshire.**

Support and seek opportunities to collaborate with neighbouring councils and local anchor institutions.

### **Performance against Strategy**

#### **Compliant areas:**

- Consider future collaborative opportunities when reviewing tender waveplan.
- Consider future collaborative opportunities when developing contract strategies.
- Annual collaboration workshop progressed with the POs using the wave plan annual report, considering the 2 year ahead forecast.
- Participate in the CWB Procurement Working Group as part of the CWB Commission to explore opportunities for collaboration with East and South Ayrshire Councils and other Ayrshire Anchor Institutions.

### **Areas of development in future years:**

- For Ayrshire Growth Deal (AGD) procurements ask suppliers, how they will contribute to the AGD priorities.

### **Create a more sustainable North Ayrshire.**

Support NAC'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 aligned to our Sustainable Procurement Duty.

### **Performance against Strategy**

#### **Compliant Areas:**

- Utilise Scottish Governments sustainable procurement tools, prioritisation assessment, sustainability test and life cycle impact mapping.
- Consider sustainability at the early buyer engagement stage and include relevant requirements in the specification. This may include:
  - Initiatives to reduce environmental impact with the redesign of the service.
  - Sourcing materials from and manufacture products within Scotland and/or the UK to

reduce carbon emissions, where possible.

- Promoting circular economy principle.
- Use selection and technical evaluation questions relating to climate change impact where appropriate, including:
  - Potential suppliers detailing how, through the delivery of the contract, they plan to reduce carbon emissions and resources (both in supply chain and embedded carbon within products):
  - Supplier to submit the annual forecasted baseline for carbon emissions generated in the delivery of the contract.
  - Supplier to detail the activities undertaken to reduce their carbon/environmental impact.
  - Supplier to detail the proportion of materials sourced in Scotland and/or UK.
  - Supplier to detail the changes or reductions in materials/resources.
  - Supplier to report on the annual saving in materials/resources through the changes.
- Created a net-zero roadmap aligned with ESCCS net-zero roadmap, demonstrating how the CPU have supported the net-zero journey.
- Completed 1 FNT2030 template for fleet, demonstrating how this spend category will achieve net-zero by 2030.

#### **Areas of development in future years:**

- Complete more FNT2030 templates for waste, ICT, food and construction.
- Consider lowest carbon version on the market, when purchasing.
- Consider whole-life costings when purchasing.
- Implement Climate Change Impact Assessments (CCIA's) for planned projects, in 2023/24 once the guidance and templates are made available through Sustainable Scotland Network. The CCIA will help to understand the way our decisions and projects impact the environment.
- Consider The Public Bodies Climate Change Duties that requires details on how we align spending plans and use of resources to contribute to reducing emissions and delivering emission reduction targets.

#### **Create a more sustainable North Ayrshire.**

Maximise opportunities for economic regeneration through the delivery of community benefits for all procurements over 50K for supplies and services and over 100K for works, using a mandatory or voluntary points-based system and monitoring delivery of community benefits every 6 months.

## **Performance against Strategy**

### **Fully complied:**

- Community benefit requirements requested in all procurement exercises over 50K for supplies and services and 100K for works.
- Consider community benefits and job creation at early buyer engagement stage and incorporate in specification and tender documents.
- Wishlist in operation to encourage suppliers to deliver community benefits required by the communities.
- The Community Benefits Officer monitors all community benefits delivered every 6 months.
- Refreshed the Community Benefit Policy and templates to maximise employment opportunities.

### **Create a more sustainable North Ayrshire.**

Ensure all relevant contracts comply with the Health and Safety at Work etc. Act 1974.

## **Performance against Strategy**

### **Fully complied:**

- 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 ISO450001 or equivalent policies and scoring risk and health and safety practices as part of the technical evaluation.

### **Create a more sustainable North Ayrshire.**

To procure food to improve health, wellbeing and education and promote high standards of animal welfare.

## **Performance against Strategy**

### **Fully complied:**

- 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.

### **Create a more sustainable North Ayrshire.**

Ensure prompt payment to suppliers and sub- contractors.

## **Performance against Strategy**

### **Fully complied:**

- 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 CSM process.

### **Tackle inequality and poverty in North Ayrshire.**

Ensure all contracts promote the payment of the Real Living Wage and fair working practices for all employees engaged in the delivery of Council contracts.

### **Performance against Strategy**

#### **Fully complied:**

- Encourage payment of the real living wage. As required by NAC and the Living Wage Scotland Accreditation.
- Score fair work first (including living wage) in all relevant contracts.
- Carry out annual review of Living Wage status of all applicable contracts and prepare action plan, if required.
- Check all suppliers Living Wage Accreditations are Genuine on the [Living Wage Scotland Employer Directory](#).
- 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.

### **Tackle inequality and poverty in North Ayrshire.**

To eliminate modern slavery from all Council contract supply chains.

### **Performance against Strategy**

#### **Fully complied:**

- Include mandatory agreement to NAC's Modern Slavery and Human Trafficking code of conduct in all procurement exercises.
- Publish Modern Slavery and Human Trafficking whistle blowing process on the NAC external website.
- All CPU staff complete CIPS Ethical Supply Chain Training annually.

### **Tackle inequality and poverty in North Ayrshire.**

Reviewing procurement process to identify and mitigate the risks associated with Serious and Organised Crime.

## **Performance against Strategy**

### **Compliant Areas:**

- Adhere to the Police Scotland Protocol regarding organised crime, sharing prospective bidders and responding to concerns from Police Scotland.

### **Tackle inequality and poverty in North Ayrshire.**

Work closely with partners and providers to maximise the opportunities to tackle inequality and provide training and employment opportunities through community benefits clauses.

## **Performance against Strategy**

- Include community benefits relating to education, training and employability opportunities in all appropriate tenders.
- The Community Benefits Officer Works with suppliers and service teams to ensure contractual community benefits promised are utilized.
- Refreshed Community Benefit Policy and templates to maximise employment opportunities.

## 5. Community Benefit Summary

A summary of community benefits delivered are detailed for the period of the report in Table 2 Community Benefits Delivered below.

NAC 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 NAC's Community Benefit Policy and are laid out in NAC'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.
- SMEs - one to one mentoring, encouraging SME sustainability offerings.
- TSO (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 [NAC Community Benefit Wish List](#).
- Suppliers are also encouraged to sub-contract to SMEs, TSOs and Supported Businesses.

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

The Act states, community benefits must be considered for all procurements at or above £4 million in value. NAC requests community benefits for all procurements from £50,000 to £499,999 for supplies and services and £100,000 to £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 2 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 2 Community Benefits Delivered**

Procurement Community Benefits	Total
Total value of contracts awarded	£112,073,278.50
Total number of contracts awarded	80
Total contracts awarded with community benefit requirements	35
Total contracts awarded over £4 million	4
Total contracts awarded over £4 million with community benefit requirements	3
Number of jobs filled by priority groups	2354 weeks (45 jobs)
Number of apprenticeships filled by priority groups	1160 weeks (22 jobs)
Number of work placements for priority groups	7
Number of SME workshops	4
Number of TSO workshops	2
Number of school projects	5
Number of community projects / support for community groups	19
Number of wish list projects delivered	32
Other community benefits delivered	<ul style="list-style-type: none"> <li>• 7 x employability sessions</li> <li>• 11 x employment fairs.</li> </ul> <p>Saica Natur is also working with NAC's STEM Co-Ordinator to create curriculum</p>

Procurement Community Benefits	Total
	related content in relation to recycling. Planned activities include a school resource pack and a live lesson around climate learning.

The contracts awarded without community benefits include various single tender actions, the National Care Home Contact (NCHC) 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 NAC 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 NAC'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 £75,532.48, which has more than doubled since the last reporting year.

This spend covers employee clothing and uniforms, furniture and fittings, and road signage.

## 7. Climate Change and Sustainable Procurement

NAC declared its own Climate Emergency on 11<sup>th</sup> June 2019, committing to act on climate change. The ESCCS has been developed to support the delivery of NAC's priorities and continue to work towards a sustainable environment. The CPS strategic aim to "create a more sustainable North Ayrshire" supports the ESCCS by utilising the Scottish Government sustainable procurement tools to ensure climate change and sustainable procurement is addressed in all procurement exercises. The tools utilised include:

- Flexible framework assessment tool
- Prioritisation tool
- Life cycle impact mapping
- Sustainability tests
- Climate literacy training eLearning

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

The Climate Change Steering Group is chaired by NAC's Cabinet member for Economy and Climate Change for NAC and other group members include NAC representatives (Executive Director of Place and Head of Service for Sustainability, Corporate Property & Transport) 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 North Ayrshire Environmental Sustainability and Climate Change Strategy.
- Bring ideas, lessons learned and best practice from elsewhere in the UK and internationally around climate change mitigation and adaptation.
- 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 North Ayrshire Council
- Environmental and Climate Change Strategy as required.

The CPU created a sustainable case study in collaboration with the relevant internal service team for the contract below:

- NAC/5094 Design and Build of Solar PV Farms at Nethermains, Kilwinning and Shewalton, Irvine

And are also in the process of creating case studies for the contracts below, which will be reported in the next APR.

- NAC/5138 Design and Build of 6 Amenity Bungalows at Afton Court, Stevenston (using modern methods of construction).
- NAC/5075 Millport Flood Protection Scheme
- NAC/MC/5100 Sustainable Business Travel
- NAC/MC/5014 Electric Vehicle Charge Points

The CPU are currently working with Scottish Government to publish all case studies which can be found [here](#) when published.

The CPU have also created a net-zero roadmap in collaboration with the Energy and Sustainability Team that aligns with the ESCCS net-zero road map, which demonstrates how the CPU supports NAC to achieve its net-zero ambitions.

The CPU have also completed our first FNT2030 template in collaboration with the Transport Team for fleet that demonstrates and monitors how this category of spend will achieve its net-zero ambitions by 2030. Further templates for additional categories of spend including waste services and ICT will be completed in future years.

The contracts detailed below in Table 3 were awarded during the APR year. These projects support reduction of climate change impact and sustainable procurement and are a mixture of regulated and non-regulated procurements:

**Table 3 Climate Change and Sustainable Procurement Contracts**

<b>Contract Ref</b>	<b>Contract Title</b>
NAC/5075	Millport Flood Protection Scheme Construction
NAC/DA/5047	Millburn Millport Flood Protection, West Bay Road Design
NAC/DA/5049	Millport Coastal Flood Protection Scheme - Construction Phase Design Support
NAC/MC/5100	Sustainable Business Travel
NAC/MC/5101	NEC4 ECC Project Management for Millport Coastal Flood Protection Scheme
NAC/STA/5166	Grid Connection Costs for Nethermains Solar PV Farm
NAC/STA/5168	Grid Connection Costs for Shewalton Solar PV Farm
NAC/5019	Servicing & Maintenance of Non-Domestic Solar Photovoltaic Systems & Provision of a Remote Solar PV Monitoring System
NAC/5091	Provision of Electrical Re-Wiring Contracts to Residential Properties at Various Locations within North Ayrshire
NAC/5134	Supply, Delivery, Planting & Maintenance of New Woodland at Lochshore Park
NAC/DA/5033	Provision of a Corporate Telematics Solution
NAC/MC/5082	B714 Re-alignment Design
NAC/MC/5090	Central Heating and Electrical Wiring 2nd Call off 2022-23
NAC/MC/5104	Supply & Delivery of LED Luminaires
NAC/QQ/5209	Site Investigation for Proposed Woodland Creation, Cairnmount East, Irvine
NAC/QQ/5138	Design and Build of 6 Amenity Bungalows at Afton Court, Stevenston
NAC/QQ/5172	Supply and Installation of Solar Road Studs, Glengarnock
NAC/QQ/5157	Largs Seawall - Ground Investigation Works
NAC/QQ/5167	Provision of a Fleet Decarbonisation Consultant
NAC/QQ/5176	Provision of an Energy Consultant to North Ayrshire Council
NAC/QQ/5217	Supply and Installation of Fixed and Portable Gensets to Various North Ayrshire Council Sites

NAC 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 report for 2021/2022 was submitted in November 2022. The CPU 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 CPU have also completed the activities noted below within the report period:

- Attended Adaptation Workshop with Energy and Sustainability Team.
- Completed the ESCCS Implementation Plan Monthly Update for the Energy and Sustainability Team.
- Completed the Adaptation Capability Framework Questionnaire for the Energy and Sustainability Team.
- Completed the Public Bodies Climate Change Duties report for the Energy and Sustainability Team.

## 8. Continuous Improvement

NAC's CPU continually assess processes, procedures, templates and ways of working, to identify lessons learned and consider ongoing improvement in relevant areas.

Suggestions for improvement are a standing agenda item at monthly CPU meetings and post projects reviews are completed for all procurement exercises undertaken. Lessons learned 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. Some of the activities are detailed below:

- PCIP improvement plan
- Staff development
- Assessment bi-annually of performance against strategic aims
- Customer and supplier surveys
- Post project reviews
- Contract and Supplier Management (CSM) Policy
- No PO No Pay Policy
- Benchmarking

An improvement log has also been created to record details of improvements implemented and the impact of the changes.

New processes implemented in APR year are detailed in Table 4 below:

**Table 4 Continuous Improvement Projects**

<b>Description</b>	<b>Purpose</b>
Implementation of a Contract & Supplier Management (CSM) Policy	To enable a standard approach to CSM throughout the Council, to make efficiencies and savings, take advantage of innovation, and ensure relevant information is captured to reflect performance against the National Performance Framework
Procurement Improvement Action Plan	To ensure continuous improvement in all aspects of procurement activity and staff development to ensure all team members reach their maximum potential.
Customer and Supplier Surveys	To capture essential feedback from internal customers and suppliers to record lessons learned and implement actions for continuous improvement.
Skills Matrix and KPIs for staff development	To measure skill gaps and performance against relevant KPIs for all staff to ensure continual development and excellent performance
Creation of a climate case study template	To provide a standard template to capture case study information on climate impact reduction projects and the CPUs role in supporting the project
Creation of an in-house vs outsource template	To provide a standard template to capture the relevant information to consider costs and the pro and cons of purchasing externally or delivering in-house
Implementation of a No PO No Pay Policy	To encourage good P2P practice, ensuring all orders are processed via the relevant P2P system and approved prior to placing the order.
Recorded evaluator training	To provide on-line training for all internal service teams and external consultants evaluating procurement exercises to ensure compliance with best practice and relevant governance.
Creation of a Strategic Training Plan	To clearly document all training needs, linked to the relevant strategic aims and identify relevant training supports to ensure all needs are fulfilled.

## 9. Future Regulated Procurement Summary

A forward plan of anticipated regulated procurements NAC expects to commence in the next two financial years are included in [Appendix B](#).

68 contracts are anticipated to be awarded with an approximate value greater than £141M. It is also anticipated that 23 mini competitions with an approximate value of £94M 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 NAC 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 incl extensions)	Contract Start Date	Original Contract End Date (excluding extensions)	Contract End Date (incl max extensions)
NAC/4312	Wellbeing and Recovery College	Recovery Across Mental Health (RAMH)	Paisley	25/03/2022	£654,975.00	01/07/2022	30/06/2025	30/06/2027
NAC/4314	Provision of a Supported Living Service (Supported Accommodation) - Lot 2 - Caley Court, Stevenston	Key Housing Association Limited	Glasgow	30/11/2021	£5,736,610.00	01/06/2022	31/05/2025	31/05/2031
NAC/5019	Servicing & Maintenance of Non-Domestic Solar Photovoltaic Systems & Provision of a Remote Solar PV Monitoring System Lot 1 - Servicing & Maintenance of Solar PV Systems Lot 2 - Provision of Solar PV Monitoring System	Emtec Energy Limited & FES Support Services Limited	Hamilton & Stirling	28/06/2022	£250,000.00	29/06/2022	28/06/2025	28/06/2027
NAC/5020	Measured Term Contract for Supply, Installation and Repair to Floor Finishes Lot 1 - Non-Housing Work Lot 2 - Housing Work	Bell Decorating Group Limited & Muirgroup Interiors	Airdrie & Glasgow	28/04/2022	£1,772,500.00	06/06/2022	05/06/2025	05/06/2027
NAC/5063	Provision of a New Build Cemetery, Kilwinning	D. McLaughlin & Sons Limited t/a McLaughlin Construction	Irvine	25/04/2022	£1,094,668.62	16/05/2022	27/02/2023	27/02/2023
NAC/5070	Additional Print Services Lot 1 - Flyers, Leaflets, Posters and Pre-Paid Envelopes Lot 2 - Stickers and Bin Hangers (Vinyl)	Broadway Publishing Limited t/a Printloft, Fasprint Services (Irvine) Limited, Inc Dot Com Limited, Lexon (G.B.) Limited t/a Lexon Group, Mackay & Inglis Limited, McAllister Litho Glasgow Limited and Potts Print (UK) Limited	Various	18/03/2022	£124,992.00	04/04/2022	15/08/2025	15/08/2025
NAC/5074	Framework Agreement for the Refurbishment of Sheltered Housing Units (incorporating 1st Call-Off)	D. McLaughlin & Sons Limited t/a McLaughlin Construction, Fleming Buildings Limited, James Frew Limited, MPMH Construction Limited, Procast Building Contractors Limited and Redpath Construction Limited	Various	21/02/2023	£18,200,000.00	22/02/2023	21/02/2026	21/02/2027
NAC/5075	Millport Flood Protection Scheme Construction	Van Oord UK Limited	Small Dole	07/12/2022	£35,613,519.83	03/01/2023	10/07/2024	10/07/2024
NAC/5078	Ardrossan Marina Extension Engineering Consultancy	Ramboll UK Limited	London	26/04/2022	£79,211.00	27/04/2022	26/06/2023	26/09/2023
NAC/5081	Surface Dressing Works	Kiely Bros Limited	Birmingham	17/04/2022	£528,320.16	01/05/2022	31/08/2022	31/08/2022
NAC/5083	Loss Adjuster Services	Questgates Limited	Birmingham	20/06/2022	£300,000.00	01/07/2022	30/06/2025	30/06/2027
NAC/5084	Property Management Services	Graham + Sibbald Property Management LLP	Ayr	03/10/2022	£661,500.00	03/10/2022	30/09/2025	30/09/2027
NAC/5087	Construction of Walkway at Lochshore with Associated Landscaping Works	John McGeady Limited	Blantyre	12/05/2022	£971,360.00	16/05/2022	07/10/2022	18/11/2022
NAC/5089	Provision of Internal & External Hand / Grab Rails for North Ayrshire Mainland, Arran and Cumbrae	Acatch Environmental & Property Services Limited	Ayr	21/09/2022	£264,723.18	22/09/2022	21/09/2025	22/09/2026

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET incl extensions)	Contract Start Date	Original Contract End Date (excluding extensions)	Contract End Date (incl max extensions)
NAC/5090	Framework Agreement for Painting and Decorating Works Lot 1 - Non-Domestic Properties Lot 2 – Domestic Void Properties	Bell Decorating Group Limited, Dobie and Son Limited T/A Dumbreck Decorators, Fisher Decorating Services Limited and Mitie Property Services (UK) Limited	Various	06/03/2023	£2,720,000.00	07/03/2023	06/03/2025	06/03/2027
NAC/5091	Provision of Electrical Re-Wiring Contracts to Residential Properties at Various Locations within North Ayrshire (Incorporating the 1st Call-off)	City Gate Construction (Scotland) Limited, G D Chalmers Limited, Green Home Systems Limited & McTear Contracts Limited	Various	25/10/2022	£3,348,998.00	26/10/2022	31/03/2024	31/03/2026
NAC/5091 (1st call-off)	Initial Works Package of Electrical Re-Wiring to Residential Properties at Various Locations within North Ayrshire	McTear Contracts Limited	Wishaw	25/10/2022	£445,567.65	26/10/2022	31/03/2023	01/04/2023
NAC/5092	Access Services to fulfil Statutory Obligations	The Key Centre Limited	Irvine	12/08/2022	£109,017.60	22/08/2022	21/08/2025	21/08/2025
NAC/5093	Supported Living Service for Adults with Enduring Mental Health Problems	The Richmond Fellowship Scotland Limited	Stepps	12/10/2022	£3,352,938.00	08/12/2022	07/12/2025	07/12/2029
NAC/5095	Installation and Maintenance of Network Cabling and Related Services	Thomson Alarm & Communication Systems Limited	Dalry	09/08/2022	£480,000.00	15/08/2022	31/07/2025	31/07/2026
NAC/5098	The Provision of Self-Harm Support Services	Penumbra	Edinburgh	09/09/2022	£239,888.04	01/10/2022	30/09/2025	30/09/2028
NAC/5103	Ground Investigation Works for B714 Upgrade	Raeburn Drilling & Geotechnical Limited	Hamilton	10/11/2022	£779,990.93	21/11/2022	01/05/2023	01/05/2023
NAC/5111	Graphic Design and Digital Media Services Framework Lot 1 - Graphic Design (Branding, Material – Online and Print, Animation, and Illustration) Lot 2 - Film Making and Virtual Tours	Advertisingworks Scotland Limited, Bread and Butter Creative Limited, Bruce Macaulay t/a 6274.scot, Civic Computing Limited, Comharra Solutions Limited, David McColm t/a Visualise This, Heehaw Limited, Nicola Vallane t/a Rockpool Graphic Design, Paul Hartley t/a Ingenious Creative, Solutions on Demand Limited, We Do Fruition Limited & Whitewall Marketing Limited	Various	01/02/2023	£420,000.00	01/02/2023	31/01/2025	31/01/2026
NAC/5112	MTC Inspection, Servicing and Repairs to Fire Suppression Systems	FES Limited	Stirling	21/02/2023	£300,000.00	26/02/2023	25/02/2026	25/03/2028
NAC/5134	Supply, Delivery, Planting & Maintenance of New Woodland at Lochshore Park	RTS Forestry Limited	Crieff	09/03/2023	£72,637.65	14/03/2023	13/03/2028	13/03/2028
NAC/DA/5029	Physical Mail Services - Direct Award against the Scottish Government Postal Services Framework (SP-19-035)	Royal Mail Group Limited	London	05/04/2022	£185,618.24	18/04/2022	17/04/2026	17/04/2026
NAC/DA/5033	Provision of a Corporate Telematics Solution - Direct Award against the Crown Commercial Services RM6143 Vehicle Telematics Hardware and Software Solutions Framework Lot 1 - Supply of Vehicle Telematics Hardware, Software and Associated Products	INSEGO UK Limited	Leeds	18/02/2022	£307,525.00	29/04/2022	28/04/2027	28/04/2027
NAC/DA/5040	Provision of Childcare Voucher Scheme, Employee Benefits Portal and Cycle to Work Scheme - Direct Award against Crown Commercial Services Framework - RM6133 Lot 1 - Employee Benefits	Edenred (UK Group) Limited	London	01/07/2022	£100,000.00	01/07/2022	30/06/2025	30/06/2026

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET incl extensions)	Contract Start Date	Original Contract End Date (excluding extensions)	Contract End Date (incl max extensions)
NAC/DA/5041	Health and Safety Incident Reporting System - Direct Award against the Crown Commercial Service G-Cloud 12 Framework Agreement (RM1557.12)	Evotix Limited	Glasgow	31/10/2022	£117,960.00	31/10/2022	30/10/2024	30/10/2026
NAC/DA/5042	Contact Centre Telephony Services - Direct Award against the Crown Commercial Service G-Cloud 12 Framework Agreement (RM1557.12) Lot 2 – Cloud Software	Netcall Technology Limited	Bedford	23/11/2022	£264,960.00	13/10/2022	12/10/2024	12/10/2026
NAC/DA/5043	B714 OBC Work Package - Direct Award against SXL Engineering & Technical Consultancy Framework (SXL 08-20) Lot 2 Transportation & Traffic	SYSTRA Limited	London	13/07/2022	£173,500.00	14/07/2022	31/03/2023	31/03/2023
NAC/DA/5044	Renewal of Microsoft Unified Advanced Support - Direct Award against the Crown Commercial Service G-Cloud 12 Framework Agreement (RM1557.12)	Microsoft Limited	Reading	22/11/2022	£120,770.00	30/12/2022	29/12/2024	29/12/2024
NAC/DA/5045	Sheriff Officer and Diligence Services for Legal Services - Direct Award against SXL 06-19 Sheriff Officers	Stirling Park LLP	Glasgow	15/12/2022	£330,000.00	03/01/2023	02/01/2026	02/01/2028
NAC/DA/5047	Millburn FPS, West Bay Road Design - Direct Award against SXL 08-20 Scotland Excel Engineering and Technical Consultancy Framework Lot 5 - Drainage and Flooding	RPS Consulting Services Limited	Abingdon	27/01/2023	£67,900.00	30/01/2023	09/01/2024	09/01/2024
NAC/DA/5049	Millport Coastal Flood Protection Scheme - Construction Phase Design Support - Direct Award against the Scotland Excel Engineering & Technical Consultancy Framework (SXL 08-20), Lot 7 Coastal & Maritime	HaskoningDHV UK Limited	Peterborough	07/02/2023	£78,500.00	03/01/2023	30/09/2023	30/09/2023
NAC/DA/5051	Supply & Delivery of School Uniforms - Direct Award against ESPO Framework 144_19 Personal Protective Equipment & Clothing, Lot 4.1 School Clothing & Footwear	Workwear Uniform Group Limited	Oldbury	15/02/2023	£85,000.00	15/02/2023	31/10/2023	31/10/2023
NAC/MC/5007	Demolition of 5High Rise Flats and Concierge Station at Fullarton Street, Irvine - Mini-Competition against the Scotland Excel Demolition and Deconstruction Framework (Reference: 1119) - Lot 2 Demolition and Deconstruction Works On or Over £50,000	Dem-Master Demolition Limited	West Lothian	14/06/2022	£2,649,659.75	01/08/2022	31/07/2023	31/07/2023
NAC/MC/5070	Demolition of Flats at Beith, Dalry & Kilbirnie - Mini-Competition against the Scotland Excel Demolition and Deconstruction Framework (SXL 11-19) - Lot 2 - Demolition and Deconstruction Works On or Over £50,000	JCJ (Demolition & Construction) Limited	Glasgow	23/06/2022	£194,290.00	01/08/2022	30/01/2023	30/01/2023
NAC/MC/5082	B714 Re-alignment Design - Mini-Competition against the Scotland Excel Engineering and Technical Consultancy Framework (08-20) Lot 1 Roads and Structures	Aecom Limited	Glasgow	07/04/2022	£914,847.11	08/04/2022	31/03/2024	31/03/2024
NAC/MC/5087	Cash in Transit Services - Mini-Competition against the Scotland Excel Security Services and Cash Collection Framework (SXL 07-19) Lot 4 – Cash Collection	G4S Cash Solutions (UK) Limited	Sutton	29/03/2022	£198,116.06	01/04/2022	31/03/2027	31/03/2029
NAC/MC/5089	Supply and Installation of Play Equipment at Inland and Coastal Play Parks - Mini-Competition against the Scotland Excel framework 02-15 Outdoor Play Equipment and Artificial Surfaces, Lot 6 Installation	Hawthorn Heights Limited	Eglington	27/06/2022	£431,260.00	28/06/2022	27/06/2023	27/06/2023

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET incl extensions)	Contract Start Date	Original Contract End Date (excluding extensions)	Contract End Date (incl max extensions)
NAC/MC/5090	Central Heating and Electrical Wiring 2nd Call off 2022-23 - Mini Competition against NAC/5004 Framework Agreement for the Provision of Central Heating / Combined Central Heating & Electrical Wiring / Electrical Wiring Installations to Residential Properties at various locations within North Ayrshire	McTear Contracts Limited	Wishaw	23/06/2022	£1,725,309.45	11/07/2022	31/03/2023	31/03/2023
NAC/MC/5093	Outdoor Bench Seats and Picnic Bench Sets with Wheelchair Access - Mini-Competition against the ESPO 615_21 Street Furniture Framework Lot 1 – Picnic Bench Seats Lot 2 – Picnic Bench Seats with Wheelchair Access	Wybone Limited	Gateshead	21/06/2022	£56,487.85	22/06/2022	22/11/2022	22/11/2022
NAC/MC/5095	Asbestos Consultancy Services in Non-Domestic Properties within North Ayrshire - Mini-Competition against SXL 24-18 Asbestos Related Works and Services - Lot 1 Asbestos Surveys	Derek Espie t/a Asbestos Analytical Services & Life Environmental Services Limited	Prestwick & Glasgow	01/02/2023	£200,000.00	06/02/2023	05/02/2025	05/02/2027
NAC/MC/5098	Supply & Delivery of Bulk Blown Biomass Pellets and Ash Removal for Largs Campus - Mini-Competition against the Crown Commercial Services National Fuels 2 Framework Lot 3: Solid Fuel and Biomass Fuel	AMP Clean Energy Services Limited	Fort William	10/06/2022	£170,500.00	14/06/2022	31/03/2023	31/03/2023
NAC/MC/5100	Sustainable Business Travel - Mini-Competition against Crown Commercial Services Public Sector Vehicle Hire Solutions Framework Lot 7: UK Car Share (RM6013)	Enterprise Rent -A-Car t/a Enterprise Car Club	Surrey	19/09/2022	£400,000.00	04/10/2022	03/10/2025	03/10/2026
NAC/MC/5101	NEC4 ECC Project Management for Millport Coastal Flood Protection Scheme - Mini-Competition against the Scotland Excel Engineering & Technical Consultancy Framework (SXL 08-20), Lot 9 Project & Commercial Management	Turner & Townsend Project Management Limited	Leeds	08/12/2022	£614,142.00	03/01/2023	03/01/2025	03/01/2025
NAC/MC/5103	Supply & Delivery of Play Equipment for Winton Circus Play Park, Saltcoats - Mini-Competition against the SXL Outdoor Play Equipment & Artificial Surfaces Framework (SXL 02-15), Lot 10 Supply & Delivery – Outdoor Play Equipment	KOMPAN Scotland Limited	Livingston	23/05/2022	£109,288.04	01/06/2022	03/08/2022	03/08/2022
NAC/MC/5104	Supply & Delivery of LED Luminaires - Mini-Competition against Scotland Excel Street Lighting Materials Framework (SXL 26-17) - Lot 1 LED Lanterns Lot 1 - LED Luminaires Lot 2 - Post Tops Lot 3 - Side Entry LED Luminaires	Orangetek Limited	Barton Under Needwood	17/11/2022	£185,147.87	12/12/2022	31/03/2024	31/03/2024
NAC/MC/5105	Supply and Delivery of Sugar Free Iced Drinks and Free on Loan Iced Drinks Machines to North Ayrshire Council Schools and Cafes - Mini-Competition against SXL 16-18 Supply, Delivery & Installation of Hot Beverage Machinery and Supplies Framework Lot 1, Sub Lot 1.3 - Associated Consumables	Karing International Limited	Glasgow	20/10/2022	£62,700.00	01/11/2022	31/10/2024	31/10/2026

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET incl extensions)	Contract Start Date	Original Contract End Date (excluding extensions)	Contract End Date (incl max extensions)
NAC/MC/5106	Cumbræ Ferry Access Detailed Design - Mini-Competition against the Professional Services Framework (NAC/2158) - Lot 3 Transport Planning	RPS Consulting Services Limited	Glasgow	10/08/2022	£139,461.14	17/08/2022	31/03/2023	01/04/2024
NAC/MC/5107	Supply, Support and Maintenance of Oracle SPARC Servers - Mini-Competition against the Crown Commercial Services Technology Products & Associated Services Framework (RM6068), Lot 2 - Hardware & Associated Services	Insight Direct (UK) Limited	Hamilton	12/08/2022	£97,667.74	14/11/2022	13/11/2025	13/11/2025
NAC/MC/5108	Supply and Delivery of Two 32T Hook Loader Vehicles and Two 12T Refuse Collection Vehicles - Mini-Competition against SXL Heavy & Municipal Vehicles Framework (SXL 03-21), Lot 1 Chassis  Lot 1 Supply & Delivery of Two 32T Hook Loader Vehicles Lot 2 Supply & Delivery of Two 12T Refuse Collection Vehicles	Motus Group (UK) Limited t/a Motus Commercials	High Wycombe	08/11/2022	£636,716.00	09/11/2022	08/11/2024	08/11/2024
NAC/QQ/5155	Provision of a Device Booking System for 14 Public Libraries, North Ayrshire	Insight Media Internet Limited	Hyde	06/04/2022	£54,836.27	06/04/2022	06/04/2022	31/03/2027
NAC/QQ/5180	Provision of Arboricultural Services	Tivoli Group Limited	Stoke-on-Trent	11/08/2022	£55,446.00	01/09/2022	28/02/2023	31/03/2023
NAC/QQ/5194	Lighting Column Structural Safety Inspections, North Ayrshire	Inspectorate Limited t/a Roch ndt Services	Chinnor	18/08/2022	£50,644.00	01/11/2022	06/01/2023	06/01/2023
NAC/SDS/0015	SDS Option 2 Agreement with North Ayrshire Council	Rainbow Care Services	Ayr	22/04/2022	£83,646.56	22/04/2022	21/04/2023	21/04/2023
NAC/SDS/0019	SDS Option 2 Agreement with North Ayrshire Council	The Mungo Foundation	Glasgow	04/04/2022	£76,745.76	04/04/2022	03/04/2023	03/04/2023
NAC/STA/5093	All Ayrshire Delivery of a Stroke Support Service	Chest Heart and Stroke Scotland	Edinburgh	25/03/2022	£242,151.00	01/04/2022	31/03/2023	31/03/2025
NAC/STA/5122	Provision of a Specialist Huntington's Service	The Scottish Huntington's Association	Paisley	06/06/2022	£537,025.00	07/06/2022	31/03/2025	31/03/2027
NAC/STA/5126	Supported School Transition Services, Largs Locality	Aberlour Child Care Trust	Stirling	07/06/2022	£112,000.00	20/06/2022	19/06/2023	19/06/2023
NAC/STA/5127	Provision of Statutory Transport Journeys to Lockhart Campus, Stevenston	Robert Wynn t/a R&S Cars	Kilwinning	29/04/2022	£104,913.12	03/05/2022	30/06/2027	30/06/2027
NAC/STA/5132	Waste Management ICT System	Whitespace Work Software Limited	Godalming	09/05/2022	£129,601.00	26/04/2022	25/04/2025	25/04/2025
NAC/STA/5137	Signs of Safety Implementation for Children and Families HSCP staff	Leigh Taylor Limited	Edinburgh	14/06/2022	£72,900.00	20/04/2022	30/04/2024	30/10/2024
NAC/STA/5138	Renewal of ESRI Enterprise License Agreement (ELA)	ESRI UK	Aylesbury	21/07/2022	£93,873.00	01/07/2022	30/06/2025	30/06/2025
NAC/STA/5142	Hosting and Support for the Contensis Content Management System	Zengeti Limited	Ludlow	04/07/2022	£58,925.50	05/07/2022	01/07/2025	01/07/2025
NAC/STA/5143	Free School Meal Provision, Food Vouchers	Sodexo Motivation Solutions UK Limited	Milton Keynes	01/07/2022	£600,000.00	04/07/2022	31/03/2023	31/03/2024
NAC/STA/5144	Supply and Delivery of Coated and Uncoated Roadstone	Hillhouse Group	Troon	19/07/2022	£300,000.00	01/07/2022	30/09/2022	30/12/2022
NAC/STA/5147	Provision of Statutory Transport Journeys to Lockhart Campus, Stevenston	Samuel Stephens t/a S&S Taxis	Springside	02/09/2022	£212,040.00	05/09/2022	30/06/2030	30/06/2030
NAC/STA/5150	Provision of Statutory Transport Journeys to Lockhart Campus, Stevenston	Robert Wynn t/a R&S Cars	Kilwinning	31/08/2022	£155,610.00	01/09/2022	30/06/2031	30/06/2031

Contract Reference	Contract Description	Company Name	Town	Date of Award	Total Contract Value (£NET incl extensions)	Contract Start Date	Original Contract End Date (excluding extensions)	Contract End Date (incl max extensions)
NAC/STA/5152	Provision of Statutory Transport Journeys to Lockhart Campus, Stevenston	David Mclelland t/a Mclelland Taxis	Kilwinning	16/09/2022	£183,370.00	20/09/2022	30/06/2033	30/06/2033
NAC/STA/5153	Provision of Statutory Transport Journeys to Lockhart Campus, Stevenston	Alan Hamilton t/a Viking Taxi	Ochiltree	17/11/2022	£167,200.00	21/11/2022	30/06/2030	30/06/2030
NAC/STA/5154	Provision of Statutory Transport Journeys to Lockhart Campus, Stevenston	John Bennett t/a Bennetts of Kilwinning	Kilwinning	06/10/2022	£68,400.00	10/10/2022	30/06/2025	30/06/2025
NAC/STA/5158	Emergency Children's Residential Placement – Greenview, Phoenix Abbey, Kilwinning	Phoenix Abbey Limited	Kilwinning	14/03/2023	£213,200.00	15/03/2023	14/03/2024	14/03/2024
NAC/STA/5164	Support Service for Child Sexual Abuse/Exploitation	The Notre Dame Centre	Glasgow	18/11/2022	£80,000.00	21/11/2022	30/10/2024	30/10/2024
NAC/STA/5166	Grid Connection Costs for Nethermains Solar PV Farm	Scottish Power Energy Networks Holdings Limited (on Integra as SP Distribution Limited)	Glasgow	05/01/2023	£487,730.36	06/01/2023	30/04/2024	30/04/2024
NAC/STA/5168	Grid Connection Costs for Shewalton Solar PV Farm	Scottish Power Energy Networks Holdings Limited (on Integra as SP Distribution Limited)	Glasgow	09/01/2023	£597,610.82	10/01/2023	31/10/2024	31/10/2024
NAC/STA/5172	Provision of Statutory Transport Journeys to Mirren Park School, Paisley	Cumbrae Contracts Limited	Millport	28/02/2023	£125,521.20	28/02/2023	30/06/2027	30/06/2027
NAC/STA/5173	Provision of Statutory Transport Journeys to Lockhart Campus, Stevenston	Taxi Call (Irvine) Limited	Irvine	01/03/2023	£125,697.00	03/03/2023	30/06/2027	30/06/2027
SXL 01-00 (Various)	Care Home Services for Older People let against the National Care Home Contract	The Abbeyfield Irvine and District Society (Abbeyfield House Care Home), Woodbay Limited (Abbotsford Nursing Home), Enhance Healthcare Limited (Arran View Care Home), Buckreddan Care Centre Limited (Buckreddan Care Centre), Woodbay Limited (Burnlea Care Home), H&H Care Homes Limited (Caledonian Care Home), Guthrie Court Limited a member of Four Seasons Healthcare Group (Cumbrae Lodge Care Home), HC One No.1 Limited (Fullarton Care Home), Haylie House Trust Limited (Haylie House Residential Care Home), Hutton Park Limited (Hutton Park Care Home), Moorburn Manor Limited (Moorburn Manor Care Home), ZA Care Limited (Shalom Care Home), Church of Scotland t/a Crossreach (South Beach House Care Home), Scotcare LLP (Thistleknowe Care Home) and Holmes Care Group Scotland Limited (Three Towns Care Home)	Various	06/04/2021	£17,945,448.00	11/04/2022	04/05/2022	09/04/2023

## Appendix B Future Regulated Procurement Summary

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
Delivery of Work Experience Programme and Employer Engagement Services	Retender	£200,000.00	03/08/2023	21/09/2023	01/10/2023
Maintenance, Monitoring & Repair of Security Systems	Retender	£1,500,000.00	25/10/2023	25/02/2024	27/04/2024
Decriminalised Parking Enforcement (DPE) Services	New	£800,000.00	15/07/2023	26/09/2023	01/11/2023
For the Provision of Aluminium Door and Window Repairs	New	£101,314.03	15/08/2023	15/09/2023	15/10/2023
Inspection and Maintenance of Indoor Gym and Sports Equipment	Tender	TBC	15/07/2023	01/08/2023	01/09/2023
Managing Agent to Deliver Home Energy Efficiency Programmes	Re-tender	£362,913.00	15/07/2023	28/08/2023	11/09/2023
Supply and Delivery of UPVC Materials	Retender	£50,000.00	31/08/2023	15/10/2023	31/10/2023
Pan-Ayrshire Contract for the Provision of Staff Occupational Health and Welfare Services	Retender	£3,586,942.33	12/08/2023	12/06/2024	12/08/2024
Business Support Consultancy	New	£300,000.00	01/10/2023	01/12/2023	12/02/2024
Great Harbour - Marine Facilities	New	TBC	14/08/2023	14/12/2023	14/01/2024
Great Harbour - Wharf Design and Repair	New	TBC	14/08/2023	14/12/2023	14/01/2024
Window Cleaning Services for Non-Domestic Properties	New	TBC	15/09/2023	17/11/2023	01/12/2023
Lone Worker Protection Services	New	£650,000.00	01/09/2023	30/12/2023	30/01/2024
Provision of Electrical Re-Wiring Contracts to Residential Properties (inc. the 1st Call-off)	New	£3,348,998.00	01/09/2025	28/02/2026	01/04/2026
Advice & Support Service for Individuals on the Autism Spectrum (CR states: Community Based Support Service for Individuals on the Autism Spectrum)	Retender	£90,825.00	01/09/2023	01/02/2024	01/04/2024
NPS Software (Revenues and Benefits & Info @ Work)	New	TBC	03/10/2023	TBC	TBC
Framework Agreement for Provision of Ad hoc Vehicle Repairs & Maintenance Services	New	£900,000.00	08/10/2023	08/02/2024	08/04/2024
Bow top Fencing	Retender	£210,000.00	23/10/2023	23/01/2024	25/03/2024
Telecare Call Monitoring and Alarm Receiving Centre	Retender	£1,069,860.00	28/10/2023	01/02/2023	02/05/2023
Vehicles Recovery and Repair	New	£400,000.00	01/10/2023	01/12/2023	15/12/2023
Employability and Skills Framework Lot 1-4	New	£12,000,000.00	01/01/2024	01/06/2024	01/08/2024
Provision of Care at Home Services Framework	Retender	£26,411,296.00	15/09/2023	01/11/2023	01/12/2023
Supply of Glazing Materials	Retender	£50,000.00	30/01/2024	01/03/2024	01/04/2024
Housing Advice, Advocacy, and Education Service	Retender	£227,253.00	01/02/2024	01/05/2024	01/07/2024
Measured Term Contract 2019-2022 for the Inspection, Servicing and Repairs of Fire Fighting Equipment	Retender	£750,000.00	02/02/2024	30/04/2024	25/06/2024
Scottish Housing Quality Standards Surveys	Retender	£275,000.00	07/04/2024	07/06/2024	07/06/2024
Delivery of Modern Apprenticeships to North Ayrshire Council	Retender	£159,600.00	14/04/2024	31/05/2024	21/08/2024
Combined Framework for Replacement of Central Heating/Combined Central Heating & Electrical Wiring Installations and electrical rewiring to Residential Properties	Retender	£7,403,900.00	01/06/2024	02/10/2024	02/11/2024

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
Provision of Banking & Merchant Services (2 lots)	Retender	£805,000.00	01/07/2024	01/01/2025	01/02/2025
Professional Services Framework	New	£23,346,000.00	11/07/2024	11/02/2025	11/05/2025
Water Quality Management Services	Retender	£750,000.00	01/08/2024	21/02/2025	01/04/2025
Wellbeing and Recovery College	Retender	£654,975.00	01/10/2024	01/06/2025	01/07/2025
CCTV Maintenance & Repairs	New	£250,000.00	25/10/2023	25/02/2024	27/04/2024
Mobile Voice Contract against Scottish Governments Mobile Voice and Data Services Framework 2020 (SP-19-002)	Retender	£756,000.00	01/11/2024	01/03/2025	01/04/2025
3 - Ayrshire First Aid Training Framework	Retender	£234,600.00	03/01/2025	03/03/2025	03/05/2025
Flexible Framework for Early Learning and Childcare Funded Entitlement	New	£18,000,000.00	15/08/2023	15/09/2023	15/10/2012
Provision of Self-Directed Support, Information and Advice	Retender	£488,670.00	01/02/2025	29/04/2020	01/08/2020
CCTV Maintenance Works	New	£377,040.80	08/02/2025	08/05/2025	08/07/2025
Additional Print Services	Retender	£124,992.00	16/02/2025	16/06/2025	16/08/2025
Print Services Framework	Retender	£280,000.00	16/02/2025	16/06/2025	16/08/2025
Access Services to fulfil Statutory Obligations	Retender	£109,017.60	22/02/2025	30/06/2024	22/08/2024
Provision of Property Management Services (Industrial Estate Portfolio)	Retender	£661,500.00	15/05/2025	15/09/2025	01/10/2025
Provision of Cashless Catering, Online Payments and Kitchen Management Software	Retender	£470,274.99	01/06/2025	01/08/2025	01/10/2025
Self-Harm Support Services	Retender	£231,097.04	15/06/2025	01/08/2025	01/10/2025
Pan Ayrshire Framework - Election Services & Postal Vote Management System	Retender	£200,000.00	12/08/2025	TBC	TBC
Framework Agreement for the Refurbishment sheltered housing units	New	£25,000,000.00	25/08/2025	TBC	TBC
Provision of Treasury Management Services	Retender	£60,000.00	06/10/2025	31/10/2020	03/01/2021
Mental Health Peer Support Service within North Ayrshire	Retender	£320,000.00	02/10/2026	31/03/2023	30/04/2023
Void Clearance/Special Cleans	New	£100,000.00	Late 2023	TBC	TBC
Mist system maintenance	New	TBC	2023-2024	2023-2024	2023-2024
Alzheimer's Day Care Service	New	£1,111,760.00	2023-2024	2023-2024	2023-2024
Ash dieback survey	New	£100,000.00	2023-2024	2023-2024	2023-2024
Dalry PS Floor screed repair works	New	TBC	2023-2024	2023-2024	2023-2024
Demolition Works - Millport Pier	New	TBC	2023-2024	2023-2024	2023-2024
Demolition Works - Recreation Park	New	TBC	2023-2024	2023-2024	2023-2024
Early Years Training Providers	New	£90,000.00	2023-2024	2023-2024	2023-2024
EV Charging Points Installation	New	TBC	2023-2024	2023-2024	2023-2024
Extraction of Gas from Landfill Site (Shewalton)	Retender	TBC	2023-2024	2023-2024	2023-2024



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
Goldcraigs Depot Refurbishment	New	£800,000.00	2023-2024	2023-2024	2023-2024
Irvine Royal Academy Boiler Replacement	New	TBC	2023-2024	2023-2024	2023-2024
Irvine Royal Fabric Repairs	New	£718,000.00	2023-2024	2023-2024	2023-2024
Skelmorlie Roofing	New	TBC	2023-2024	2023-2024	2023-2024
Universal Free School works (ramps)	New	TBC	2023-2024	2023-2024	2023-2024
Vikingar Re-roofing	New	TBC	2023-2024	2023-2024	2023-2024
AGD Cumbrae Marina - Principal Design Team	New	£120,000.00	2023-2024	2023-2024	2023-2024