

**WEST DUNBARTONSHIRE COUNCIL****Report by Chief Officer – Supply, Distribution & Property****Committee: Corporate Services Committee: 24 November 2021**

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**Subject: Corporate Procurement Actions  
Supply, Distribution & Property Delivery Plan 2021/22: Mid-Year Progress**

**1 Purpose**

- 1.1** The purpose of this report is to set out the mid-year progress of corporate procurement actions within the Supply, Distribution & Property Delivery Plan 2021/22 which is delegated to Corporate Services Committee.

**2 Recommendations**

- 2.1** It is recommended that the Committee notes the contents of this report and the progress achieved at mid-year.

**3 Background**

- 3.1** Each Chief Officer develops an annual Delivery Plan. This sets out actions to help deliver the Strategic Plan and address the performance challenges and service priorities identified in the planning process. The Delivery Plan also provides an overview of services and resources, including employees and budgets, sets out the performance indicators for monitoring progress and considers the relevant risks.
- 3.2** The Supply, Distribution & Property Plan 2021/22 was noted by this committee on 19 May 2021, and a commitment was made to submit a mid-year progress report.
- 3.3** The Council continues to be central to the national Covid-19 pandemic response supporting communities. We responded quickly to the pandemic, with initial focus on maintaining essential services and protecting communities. Levels of service disruption and adjustments have varied since spring 2020 and there continue to be significant challenges facing services as we move from the response to recovery from the pandemic.

**4 Main Issues**Delivery Plan

- 4.1** Full details of mid-year progress are set out in the performance progress report attached at Appendix 1 and summarised below.

- 4.2** At this mid-point of the year, of the four actions in the plan, all actions are making progress and on track for delivery by 31 March 2022.
- 4.3** Also included in the plan are nine performance indicators of which eight are monitored on a half yearly basis. Of these, six indicators achieved their mid-year target one missed the target and one has no data available at this time. This is analytical data which is provided by a third party and is expected for overview in the coming weeks. The following paragraph details progress against the one half yearly performance indicator that is significantly adrift of target and shows red status.
- 4.4** Percentage of Contract & Supplier Management scorecards submitted against the total number due, significantly missed the target in the half year. There has been a backlog in issuing scorecards. A full review of the process has been undertaken and actions have been put in place to clear the backlog as a matter of urgency. Regular monitoring of progress is in place and improving performance is a key priority.
- 4.5** The plan includes two risks, both have been reassessed with no change to the risk assessments.

#### Service User Feedback – Complaints

- 4.7** A key focus in the development of the delivery plan was ensuring that customer feedback informs learning and improvement. One of the main sources of feedback is complaints data.
- 4.8** There were no complaints in relation to, Corporate Procurement Unit between 1 April and 30 September 2021. Complaints data will continue to be monitored to identify learning opportunities.

### **5 People Implications**

- 5.1** There are no direct people implications arising from this report.

### **6 Financial & Procurement Implications**

- 6.1** There are no direct financial or procurement implications arising from this report.

### **7 Risk Analysis**

- 7.1** Failure to deliver on the actions assigned to the strategic area may have a direct impact on the delivery of the Council's Strategic Plan. It is essential that remedial action is taken to ensure strategic delivery plans achieve the commitments detailed and approved.

### **8 Equalities Impact Assessment**

- 8.1** As this report details progress on an action plan already agreed, there is no requirement for equalities screening or impact assessment.

## **9 Consultation**

- 9.1** This report provides an update on the progress achieved across the strategic area, drawing from information provided by officers.

## **10 Strategic Assessment**

- 10.1** The strategic delivery plan sets out actions to support the successful delivery of all five strategic priorities of the Council.

**Angela Wilson**  
**Chief Officer – Supply, Distribution & Property**  
**Date: 25 October 2021**

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**Appendix:** Appendix 1: Supply, Distribution & Property, CPU Delivery Plan 2021/22 - Mid-Year Progress

**Background Papers:** Supply, Distribution & Property Delivery Plan 2021/22

**Wards Affected:** All wards