

WEST DUNBARTONSHIRE COUNCIL

Report by Chief Officer – Supply, Distribution and Property Services

Corporate Services Committee : 2 November 2022

Subject: Annual Procurement Report

1. Purpose

- 1.1** The purpose of this report is to note the Annual Procurement Report for 2021/22.

2. Recommendations

- 2.1** It is recommended that Members note the Annual Procurement Report for 2021/22 as outlined in Appendix 1.

3. Background

- 3.1** The *Procurement Reform (Scotland) Act 2014* (the Act) requires the Council to publish an Annual Procurement Report (APR) which summarises the performance of the Council in delivering its [Procurement Strategy](#).

- 3.2** The APR relates specifically to regulated procurement which is defined as:
“...any procurement from £50k for Supplies and Services contracts and from £2m for Works contracts. A regulated procurement is completed when the award notice is published or where the procurement process otherwise comes to an end.”

4. Main Issues

- 4.1** The Council's total regulated procurement spend for 2021/22, excluding West Dunbartonshire's Health and Social Care Partnership (WD HSCP), was 98% / £77.283m. Further, the Council's compliant regulated procurement spend, including WD HSCP, was 93% / £118.248m.
- 4.2** The APR 2021/22, that includes WD HSCP's procurement spend, can be found at Appendix 1. Members should note that the format is designed to ensure compliance in publishing information required in line with the Act. It highlights progress made over the past financial year on regulated procurements undertaken and sets out the compliant regulated procurements awarded.
- 4.3** Key details within the APR 2021/22 includes:
- A summary of 51 regulated contracts completed;
 - Review of regulated procurement compliance - 93% / £118.248m;
 - Social (community) benefits summary;
 - Supported businesses and social enterprises summary; and the
 - Sustainability summary

5. People Implications

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

6. Financial and Procurement Implications

- 6.1** There are no direct financial or procurement implications arising from this report. However, it is important that all officers of the Council supports the actions required to continuously improve procurement compliance.

7. Risk Analysis

- 7.1** There is a risk that improved performance, process and capability in procurement is not achieved, however this can be mitigated through the delivery of the Procurement Strategy.

8. Equalities Impact Assessment (EIA)

- 8.1** An EIA is not required with this report.

9. Consultation

- 9.1** Ongoing engagement continues across service management teams to progress procurement compliance and social benefits.

10. Strategic Assessment

- 10.1** This report support's the Council's aims in terms of providing open, accountable and accessible local government and supporting the following strategic priority:

- A strong local economy and improved employment opportunities;
- Meaning community engagement with active empowered and informed citizens who feel safe and engaged; and
- Open, accountable and accessible local government.

Name: Angela Wilson

Designation: Chief Officer – Supply, Distribution and Property Services

Date: 2 November 2022

Person to Contact: Annabel Travers, Procurement Manager,
annabel.travers@west-dunbarton.gov.uk.

Appendices: Annual Procurement Report - 2021/22

Background Papers: *Procurement Improvement*, 8 September 2021,
Corporate Services Committee