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Proud to be UK Council of the Year

## **ANNUAL PROCUREMENT REPORT**

**1 April 2021 to 31 March 2022**

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## Introduction

East Ayrshire Council is pleased to publish its' fifth Annual Procurement Report.

The annual procurement report summarises the performance and achievements of the Council's procurement activity over the period 1 April 2021 to 31 March 2022.

It demonstrates how our procurement activity delivers value for money and contributes to the achievement of our strategic aims and objectives as outlined within the Corporate Procurement Strategy.

The Corporate Procurement Strategy sets out how East Ayrshire Council intends to carry out its regulated procurements (procurements with an estimated value equal to or greater than £50,000.00 for goods and services and £2,000,000.00 for works contracts).

The report sets out the procurement aims, objectives and strategic priorities for the Council which reflect both national and local policies and priorities and takes consideration of the minimum requirements as set out in Section 15(5) of the Procurement Reform (Scotland) Act 2014, which requires public bodies to reflect their approach to sustainability, community benefits, fair working practices (including promoting payment of the living wage), promoting compliance with the Health and Safety at Work Act 1974, procurement of fairly and ethically traded goods and services and the improvement of health and wellbeing within our communities.

The Procurement Reform (Scotland) Act 2014 embodies and encapsulates a significant element of the continuing Public Procurement Reform Programme. The Programme centres on the Scottish Model of Procurement, which puts procurement at the heart of Scotland's economic recovery. It sees procurement as an integral part of policy development and service delivery. It is a simple concept - business friendly, socially responsible. Looking at outcomes not outputs, it uses the power of public spend to deliver genuine public value beyond simply cost/quality in purchasing.

The Council's procurement activities are conducted in accordance with the Act, which has an established national statutory and legislative framework for sustainable public procurement that supports Scotland's economic growth by delivering economic, social and environmental benefits, supporting innovation and promoting processes and systems which are transparent, streamlined, standardised, proportionate, fair and business-friendly.

Our aim is to build on the procurement model already in place, with a view to:

- **setting out** clear strategic objectives
- **making sure** we continue to improve our procurement methods
- **ensuring** compliance with our legislative and statutory procurement duties
- **maximising** efficiency and collaboration
- **continuing** to improve access to public sector contracts, particularly for Small and Medium sized Enterprises (SMEs), Co-operatives and Social Enterprises
- **increased** focus on sustainable procurement including the more innovative use of Community Benefits Clauses (CBCs), Community Wealth Building and targeting supplier's corporate social responsibility policies
- **continually** striving to deliver the best possible procurement service to the council and our local communities

On 25 June 2020, the Council set out its vision for strategic transformation and operational renewal and recovery planning which is:

***“To learn from our response to Covid-19, viewing recovery and renewal through the lenses of our emerging priorities and accelerated transformational aspirations, to re-imagine and positively challenge what and how we deliver safe and sustainable services, ensuring our vibrant communities remain at the heart of everything we do”.***

Our aspiration in emerging from this crisis is to build a strong local economy, which supports fair work, tackles inequality, encourages local spend, and uses the land and property we own for the common good.

The five ‘pillars’ of Community Wealth Building - procurement, employment, land and assets, financial power and democratic ownership of the local economy is a central feature of our recovery and renewal plans. This will enable the Council and other anchor organisations to support local businesses and harness resources to create a vibrant, democratic local economy, which promotes social and environmental justice for our residents.

Considerable procurement improvements have been delivered. However, it is recognised that the Council still faces significant challenges over the coming years and achievement of the Council's strategic objectives will be difficult, as increasing demands for services are balanced against reducing budgets and resources.

## Summary of Regulated Procurements Completed

Section 17 of the Act requires all regulated procurements to be carried out in line with the organisational procurement strategy. Section 18(2) states that an annual procurement report must include “a review of whether those procurements complied with the authority’s procurement strategy” and “the extent to which any regulated procurements did not comply, and a statement detailing how the organisation will ensure that future regulated procurements do comply”.

Regulated procurement refers to any procurement activity above £50,000.00 for goods and services and £2,000,000.00 for works contracts. A regulated procurement is completed when the award notice is published or where the procurement process otherwise comes to an end.

Regulated procurements can refer to new contracts and framework agreements but also to any mini-competition or call-off from any existing framework.

The following table shows a high-level summary of all regulated procurement projects awarded by the Council between 1 April 2021 to 31 March 2022.

**Table 1**

Number of regulated procurement projects awarded	21
Total estimated value of regulated procurement contracts awarded	£42,251,701.46
Regulated Works contracts awarded (> £2,000,000.00)	2
Regulated Service contracts awarded (> £50,000.00)	15
Regulated Goods (Supply) contracts awarded (> £50,000.00)	4

Details of all ‘Regulated’ procurement projects awarded can be found in Appendix 1.

## Low Value / Low Risk Procurement Activity

The Council also utilises the Quick Quote facility through the Public Contracts Scotland electronic portal in order to source competitive quotes for low value/low risk procurement exercises (all procurement activity from £500 to £50,000 for goods and services not covered by an existing contractual arrangement).

The following table provides details of all quick quotes published during the reporting period 1 April 2021 to 31 March 2022.

**Table 2**

Quick Quotes	1 April 2021 to 31 March 2022
No of Quick Quotes Published	871
No of Invitations Sent to Suppliers	4758
Average No of Invitations Issued for each Quote	5.46

\*\* It should be noted that the Council use the Quick Quote facility to conduct mini-competition exercises from existing frameworks. The Council issue very few individual Quick Quotes due to increased contractual coverage.

## Review of Regulated Procurement Compliance

Section 17 of the Procurement Reform (Scotland) Act 2014 requires that all regulated procurement activity is carried out in accordance with the organisation's procurement strategy, so far as reasonably practical.

All regulated procurement activity across the Council is undertaken in accordance with the Council Standing Orders relating to Contracts, Scheme of Financial Delegation and domestic and European legislative requirements. The governance framework ensures that each regulated procurement is compliant with the Corporate Procurement Strategy.

The Corporate Procurement Strategy clearly sets out how procurement activity will be undertaken in compliance with the legislation. The Council has observed a number of general duties to fulfil the specific obligations and these are detailed below for clarity:

### Ensuring Regulated Procurement Activity Delivers **Value for Money**.

The application of best practice and undertaking key strategic activities shall ensure best value for the Council. We continue to undertake the following practices:

- Develop commodity strategies
- Early market engagement
- Consideration of 'Lotting' strategies to maximise inclusion of SME's, third sector, charity and voluntary organisations within the tender process
- Include community benefits in all regulated procurement activity
- Promote and champion sustainable and environmental considerations
- Challenge the demand for goods, works and services
- Consider alternative delivery models eg: shared services, managed services, outsourced services
- Evaluate tender submissions using the Most Economically Advantageous criteria
- Continue to embed contract management and supplier performance across the contract portfolio
- Review innovative and commercial proposals

### Economic Operators shall be treated **Equally and without Discrimination**

All current procurement activities comply with the Standing Orders on Contracts, EU Procurement Directives, and the Procurement Reform (Scotland) Act 2014. An equalities impact assessment is conducted for all regulated procurement activity as part of the commodity strategy development process.

Procurement will be carried out in a **Transparent and Proportionate Manner**

East Ayrshire Council's Procurement Code of Ethics enforces the commitment to ensure all procurement activity is carried out in a transparent and proportionate manner. Our code is designed to:

- Enhance and protect the standing of the procurement profession
- Maintain the highest standard of integrity in all business relationships
- Promote the eradication of unethical business practices
- Ensure full compliance with laws and regulations

[EAC Procurement Code of Ethics.pdf](#)

The Council shall comply with the **Sustainable Procurement Duty**

To ensure compliance with this duty, the Council has given consideration to the environmental, social and economic issues relating to all regulated procurement activity.

Commodity strategies are developed for all regulated procurements carried out and sustainable options are deliberated and summarised eg: how the procurement activity can facilitate involvement of SME's, third sector, charity and voluntary organisations, inclusion of community benefits, promotion of innovative techniques and technologies, environmentally friendly products, carbon reduction etc.

Consideration on the use of **Community Benefits**

The Council is committed to maximising Community Benefits through its procurement activities. These have been achieved through the inclusion of specific clauses within our contracts. Community Benefits are included within all Council regulated contracts.

Our Community Benefits are designed to maximise the opportunities for securing apprenticeships, employability and training, use of local contractors/sub-contractors, assisting business start-ups, helping to develop business growth as well as securing additional voluntary benefits for our communities.

Successful suppliers, contractors and service providers are required to provide regular monitoring information to the Council's appointed internal Contract Administrators (CA's). The CA is required to report to the Corporate Procurement Team progress of delivery of Community Benefits for the contracts being managed.



## **Consulting and Engaging** with those affected by Procurement

The Council continues to engage with its' Community Planning Partners, internal and external stakeholders, SME's, third sector, charity and voluntary organisations and local community groups.

We shall continue this engagement, liaison and dialogue at various stages of the procurement process where appropriate.

This is also fundamental to support community wealth building and inclusive local and regional growth, we continue to work closely with Economic Development and our other local 'anchor' organisations (Hospitals, Universities and Colleges and Large Commercial Employers) to harness our spending power in terms of buying from local businesses within the supply chain, maximising employment opportunities and reviewing the use of land and property assets to benefit our local economy.

## **Payment of the Living Wage**

On Thursday 16 April 2020, the Executive Committee welcomed the news that the Council had achieved accredited living wage status after undergoing a rigorous application process.

The Council wholly supports the real Living Wage, it is an important part of our vision for East Ayrshire and for our local workforce.

Addressing fair work first and fair working practices, including payment of the living wage is included in all regulated procurements contracts.

## **Compliance by contractors and sub-contractors with the Health and Safety at Work Act**

Health and Safety is a fundamental part of the tendering process and is considered for all regulated procurement activity. The Council's Health and Safety team continue to provide advice, guidance and support in relation to these matters.

## **Procurement of Fairly and Ethically Traded Goods or Services**

Where appropriate, we have given due consideration to sourcing goods and services which are fairly and ethically traded.

## **Improve Health, Wellbeing and Education of Communities and Promotion of Animal Welfare**

The Council are continuing their sustainable approach to school meals and have a desire to maintain, support and promote the values of the Food for Life program. Therefore high quality food that demonstrates, higher welfare standards and an ethical approach to farming and production supports the values of the Council.

Our collaborative partners, Scotland Excel have also play a pivotal role in the delivery of these sustainable benefits as they continue to engage with suppliers to offer solutions to assist the Council in reducing our food waste including but not limited to, using demand planning systems and forecast accuracy models, attending menu planning sessions to advise best practice for achieving minimum waste, tasking the supply chain with reducing case sizes and packs to help smaller authorities and rural schools and collecting food waste to be passed to local farmers as animal feed ensuring that food waste is kept to a minimum.

### The Provision of **Prompt Payment**

Prompt payment clauses are embedded within our contractual terms and conditions, supplier, contractors and service providers are also required to apply the same terms and conditions to their sub-contractors.

The Council have already implemented automated payment technologies such as intelligent scanning and cXML in order to ensure compliance with Directive 2014/55/EU Electronic Invoicing in Public Procurement.

### Adoption and Promotion of the **Charter against Modern Slavery**

In May 2019, the Council approved the Charter against Modern Slavery. East Ayrshire Council is committed to participating in the Charter against Modern Slavery. The Council's aim is to build a reputation as leaders in procurement, securing innovation, agility, value for money and quality of services from our supply base. We will develop a culture where efficiency and continuous improvement are at the heart of how we do business, and have a zero tolerance approach to slavery and human trafficking.

Our Modern Slavery Commitments set out what we commit to do to combat and prevent modern slavery and human trafficking in the Council's corporate activities. The objective of the Commitments is to confirm the effective steps the Council is taking to tackle modern slavery in its supply chain.

The Modern Slavery Act 2015 improved support and protection for victims, helped law enforcement target perpetrators and made sure those involved can be punished.

The Council also aim to go beyond tackling modern slavery and human trafficking in commercial activity and has agreed a multi-agency approach through the East Ayrshire Violence Against Women Partnership (EAVAWP) to address Modern Slavery through human trafficking which provides guidance for employees and members of the public on reporting awareness of these issues.

## Community Benefits Summary

The Council's Corporate Procurement Strategy sets out the procurement objectives and actions. These reflect both national and local policies and priorities and take cognisance of the minimum requirements as set out in Section 15(5) of the Procurement Reform (Scotland) Act 2014, which requires public bodies to reflect their approach to sustainability, community benefits, fair working practices (including promoting payment of the living wage), promoting compliance with the Health and Safety at Work Act 1974, procurement of fairly and ethically traded goods and services and the improvement of health and wellbeing within our communities.

The Council has 5 key strategic procurement objectives, in particular key objective 2:

- Legal Compliance and Governance
- **Economic Growth and Sustainability**
- Procurement Capability and Improvement
- Maximising Savings and Benefits
- Collaboration

The Council has an obligation is to manage its' spend effectively to bring social, environmental and economic regeneration to the communities we serve. The local challenge is huge in terms of balancing and promoting open, fair and transparent procurement whilst ensuring that the local communities benefit. The Council will actively support local businesses to help them bid for work with the Council, seeking to ensure that the most appropriate route to market is taken each time. Due consideration is given to sustainable alternatives, carbon reduction and community benefits during the procurement process to support the Councils priorities in relation to social, environmental and development.

### Community Defibrillator Initiative

In January 2022, East Ayrshire Council launched a lifesaving initiative bringing together local contractors and communities to provide defibrillators for community use.

The brainchild of the Council's Procurement Services and Health and Safety Team, the initiative aimed to encourage contractors to contribute to the purchase and installation of the lifesaving equipment in communities where they are undertaking work, as part of their obligations to provide wider local community benefits as part of their contractual obligations.

The following companies either donating equipment or donating funds (used to purchase this life saving equipment):

- Campbell Construction Group (CCG)
- Sharp EU
- Fortress
- Unico
- Bowman Garden Machinery Ltd
- B&G Contracts
- Life Environmental Ltd
- Rhodar Ltd
- Hugh McConnell
- DM Homeshield

Community Benefits delivered as part of existing contractual arrangements

<b>PS/21/86 – Reactive and Property Maintenance Framework</b>	<b>Supplier – TCS Response Limited</b>
Apprentice starts – no of persons	1
Existing apprentices – no of persons	2
Jobs created on construction projects	3
Training plans for sub-contractors - no	3
Supply chain briefings – no of persons	14
Total value if works sub-contracted	£79,139.09
Value of works sub-contracted to SME's	£79,139.09
Voluntary benefits delivered	Uplift and disposal of 4 lorry loads of furniture from Stewarton and sponsorship of local football team

<b>PS/21/86 – Reactive and Property Maintenance Framework</b>	<b>Supplier – DM Homeshield</b>
Apprentice starts – no of persons	1
General Employability	7 additional tradespeople employed
Jobs created on construction projects	3
School Activity Days – no of persons	Approx. 30 (P7's Patna PS)
Total value if works sub-contracted	£52,250.83
Voluntary benefits delivered	Uplift and disposal of old decking free of charge from Crosshouse nursely site. The Voice of Rugby Foundation - Donation Crosshouse Boys Club - Gifting of Strips

	Bonnyton Boys Club - Gifting of Day Trip Kilmarnock Football Club - Membership/Advertising
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<b>PS/17/02 – Mechanical &amp; Electrical Framework</b>	<b>Supplier – FES FM</b>
Work placement (16+ years) – no of persons	3
Total value of works sub-contracted	£79,765.58 (£2,312.50 of this was paid to sub-contract works and the rest was spent on materials at local suppliers).

<b>NAC1128 – Provision of Occupational Health &amp; Welfare Services</b>	<b>Supplier – Optima Health</b>
Voluntary benefits delivered	Delivery of 7 Menopause Sessions

<b>Supplier – Barnardos (IHSCP – Children and Families)</b>	<b>Quantity</b>	<b>Benefits Delivered</b>
Wellbeing Packs	65	Wellbeing Journals/Sleepy Masks /Step Counters ETC
Craft Kits	65	Jigsaws/Painting by Numbers/Play dough/ Tye Dye ETC
Digital Champion Training Sessions	90	Supporting SU to access their connecting Scotland devices
Activity Vouchers - Swim-Skate-Cinema	50	Ensuring the whole family can attend
Family Activity Packs- Indoor & Outdoor	40	Garden toys and Board Games
Supermarket Vouchers for Families	120	Families living in poverty
Ikea Home starter Packs	50	Families and individual YP starting their first home
Secondary School Health & Wellbeing Inputs	800 Plus	All 4th year pupils across East Ayrshire
Choices Road show Alcohol awareness	600 Plus	10 East Ayrshire Primary Schools
Seasons For Growth	68	Distributed Seasons journals to all participants

<b>Supplier – Women’s Aid (IHSCP – Children and Families)</b>	<b>Quantity</b>	<b>Benefits Delivered</b>
Family food boxes	77	Donated by RRT
Fuel	£2,400 (value)	Fuel payments to families in refuge and the community
Mobile phones and tablets	£1784.80 (value)	
Barclays Local Community Fund grants	18 families	Grants total £16321.60
Mental health support	£1303.40 (value)	Counselling, wellbeing packs and mental health resources
Security	£628.84	Ring doorbells, window alarms etc.

<b>Supplier – Lisalanna (IHSCP – Children and Families)</b>	<b>Quantity</b>	<b>Benefits Delivered</b>
Asda vouchers to the value of £500 per family delivered between December 2021 and January 2022	22 families	There was feedback from several families about this support being a life line to the whole family as it wasn't just to support the young person who uses the service.
Emergency food and utility support delivered to the family of one residential young person who resides in Lisalanna	1 family	Action for Children emergency funds were accessed to provide support to the parent and siblings of one of the long stay residential young people to ensure welfare
Support funds were accessed to provide assistance to a family who use short breaks to provide a new carpet and bed in the room of the young person in the family home	1 family	Action for Children emergency funds were accessed to provide support to the parents of one short breaks young person who has no funds to adequately equip the bedroom in a new family home. Funds for carpeting and a bed were secured.
Emergency food and utility support delivered to the family of one young person who uses short breaks as they had insufficient funds to provide essentials until they were next due any payment	1 family	

<b>Supplier – Who Cares Scotland (IHSCP – Children and Families)</b>	<b>Quantity</b>	<b>Benefits Delivered</b>
Winter Aid	33	We provided payments of £150 for utilities and/ or food between January and March. 33 people in East Ayrshire applied for this help, which was a total of £4950

<b>Supplier – Children 1st (IHSCP – Children and Families)</b>	<b>Quantity</b>	<b>Benefits Delivered</b>
Winter Sports Fund granted to Children 1st (East Ayrshire)	£8,750	Funds were used to support families in a practical sense, inclusive of fuel and food costs, clothing, household and to offer financial assistance to families in financial crisis
STV Funds	£927	Funds were used to support families in a practical sense, inclusive of fuel and food costs, clothing, household and to offer financial assistance to families in financial crisis
Summer of Play Funding	£3,000	Facilitation of events and engagement programme of activities to children and families during Summer 2022

## Supported Business Summary

The Council is committed to supporting and improving access to procurement opportunities to local SME's, Third Sector Bodies, Social Enterprises and Supported Businesses.

A "supported business" is an economic operator whose main aim is the social and professional integration of disabled or disadvantaged persons and where at least 30% of the employees of the economic operator are disabled or disadvantaged persons as defined in regulation 21 of the Public Contracts (Scotland) Regulations 2015 (recital 36 of directive 2014/24/EU).

Employment and occupation contribute to integration in society and are key elements in guaranteeing equal opportunities for all. Supported businesses and social enterprises can play a significant role in this. The same is true for other social businesses whose main aim is to support the social and professional integration or reintegration of disabled and disadvantaged persons, such as the unemployed, members of disadvantaged minorities or otherwise socially marginalised groups.

It is recognised that many of these businesses may not be able to obtain Council contracts under a regulated competitive procurement process. The Public Contracts (Scotland) Regulation 2015, regulation 21 states that 'a contracting authority reserves the right to participate in procurement for the award of a public contract or framework agreement to a supported business'. This in essence directly presents contract opportunities for supported businesses and factories, ensuring a sustainable long-term future.

During the reporting period the Council did not award any 'reserved' contracts.

The Council has however spent the following with the following Supported Businesses in the period 1 April 2021 to 31 March 2022:

Direct Award Order – Hanging Baskets - Hansel Alliance - £5,250.00.

SXL 1418 – Road Signage – Royal British Legion t/a Scotland's Bravest Manufacturer – £29,168.93.

PS/16/51 – Supply and Delivery of Kitchen Units and Worktops – City Building LLP - £152,031.44.



## **Future Regulated Procurements Summary**

Section 18(2) of the Procurement Reform (Scotland) Act 2014 states that it is a mandatory requirement for contracting authorities to include within their annual procurement report a summary of the regulated procurements the authority expects to commence in the next two financial years.

The Council's tender plans provide information on future opportunities which may be advertised over the next 24 months. These are detailed in Appendix 2.

A full list of all future contract opportunities is also available on the Council's website:

[Procurement opportunities - East Ayrshire Council \(east-ayrshire.gov.uk\)](http://east-ayrshire.gov.uk)

## **Delivering Best Value & Monetary Savings**

The over-riding procurement policy requirement is that all public procurement must be based on value for money, defined as “the best mix of quality and effectiveness for the least outlay over the period of use of the goods or services bought”. This should be achieved through competition, unless there are compelling reasons to the contrary.

Public sector procurement is subject to a legal framework which encourages free and open competition and value for money, in line with internationally and nationally agreed obligations, regulations and legislation. As part of our Corporate Procurement Strategy we have aligned our procurement policies and processes with this legal framework, as well as with wider Scottish Procurement policy objectives.

It is our aim to continually assess opportunities to enhance our services to our customers and communities and actively involve our employees, customers and members of our communities to achieve value for money.

We continue to analyse, monitor and review our spend data which allows us to make informed decisions on how procurement activity within the organisation can be improved.

The Corporate Procurement Team have implemented processes and procedures to decrease the level of off-contract spend across all of our service departments.

Although improvements and savings have been delivered, the Council still faces significant challenges over the coming years and achievement of on-going contractual savings may be difficult, as increasing demand for services are balanced against reducing budgets and resources. We will continue to monitor and record savings against our procurement contract portfolio.

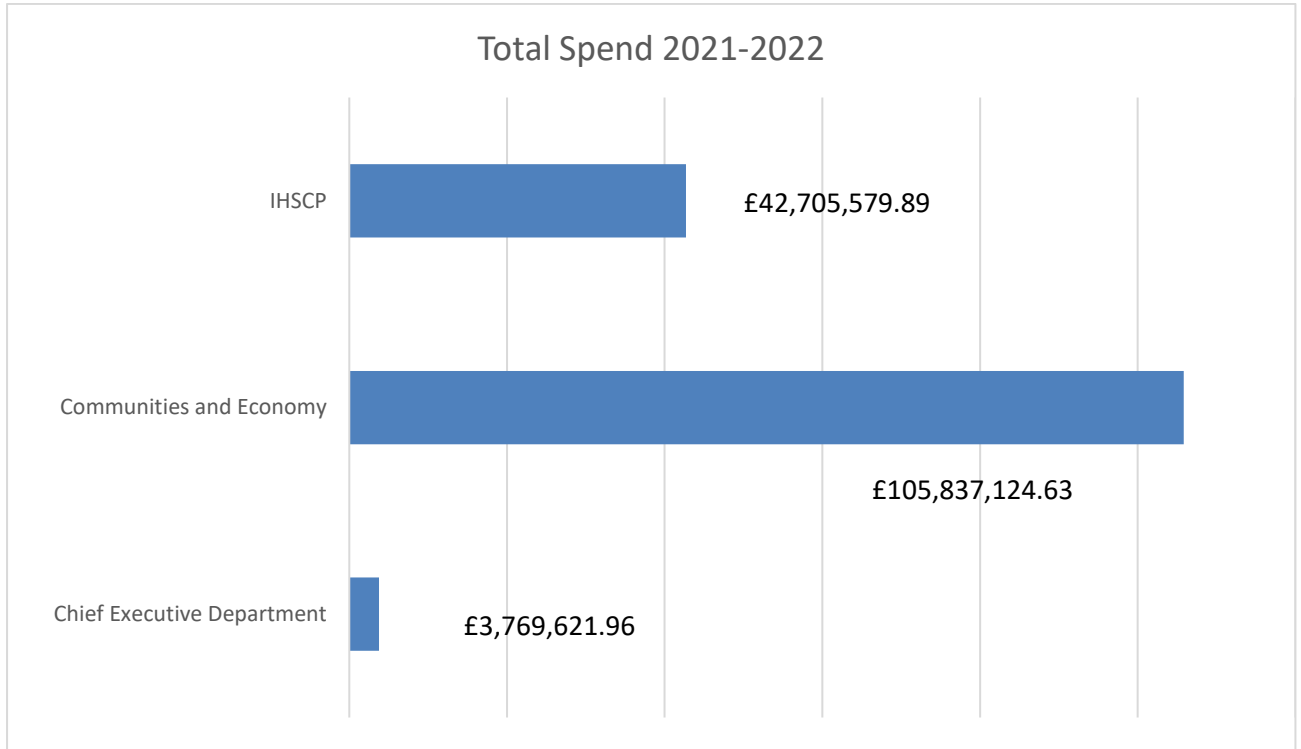
There is a culture of “do the right things” and “do things right”, helping ensure our service delivery is efficient, effective and economical and commercially sound.

Over the reporting period, East Ayrshire Council’s has seen a further increase in spend with suppliers, contractors and service providers contracted to deliver goods, works and services to the Council.

### **Table 3**

#### **East Ayrshire Council Spend by Service Department 2021/2022**

**Total Spend: £152,312,326.48**



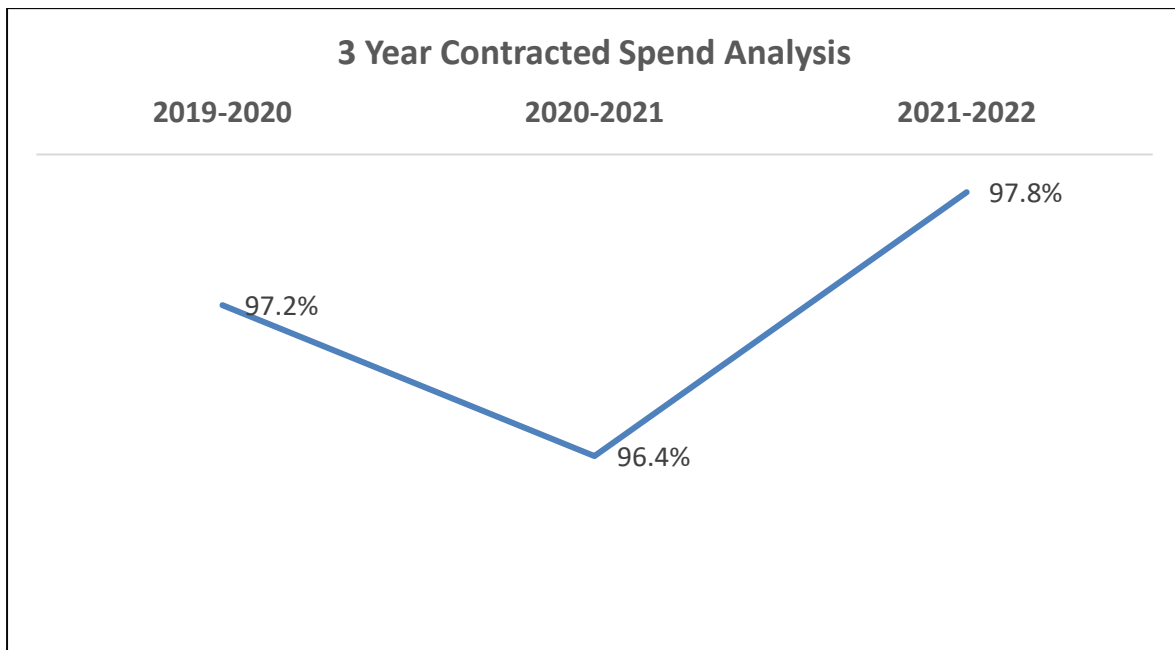
In regards to the annual spend for period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022, the following table (4) provides a high level breakdown on supplier spend transactions:

**Table 4 – Supplier Spend Transaction Breakdown**

No of Suppliers (spend recorded with a value £1k +)	1440
No of Transactions	77,881
No of SME's	957
% of SME spend	70.4%
No of Local Suppliers (SME, Medium & Large)	146
% of Local spend	23.6%

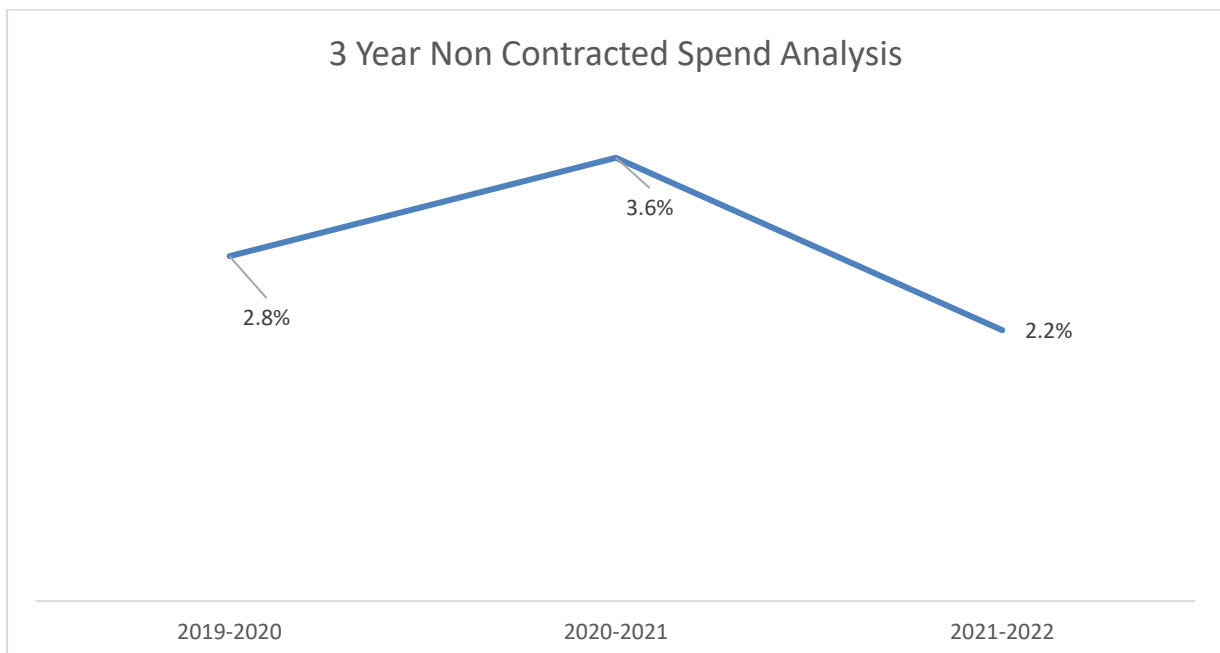
**Table 5**

**Chart illustrating 3 year Trend in Contracted Spend 2019/20 – 2021/2022**



**Table 6**

**Chart illustrating 3 year Trend in Non-Contracted Spend 2019/20 – 2021/22**



\* It should be noted that this data has been extracted from the Spikes Cavell national database which collates the information from the supplier's Head Office invoicing address, this therefore does not always reflect the Council' spend at various local supplier branches.

## **Table 7**

### **Monetary Savings - Cash Saving Benefits Overview 2021/2022**

The following table provides an overview of the estimated savings made by using collaborative frameworks (information provided by Scottish Procurement and Scotland Excel based on estimated spend against contracts and frameworks being used by the Council).

Contract Category	Q1	Q2	Q3	Q4	Annual Total
CAT A – Scottish Procurement	£254,472.00	£386,769.00	£272,103.00	£287,404.00	£1,200,748.00
CAT B – Scotland Excel	£76,283.00	£75,405.00	£48,626.00	£120,718.00	£321,032.00
Totals	£330,755.00	£462,174.00	£320,729.00	£408,122.00	£1,521,780.00

It should be noted that access to Scottish Procurement collaborative frameworks are provided free of charge.

Access to Scotland Excel collaborative frameworks is by means of an annual subscription fee. The fee for period 2021/2022 was £90,918.00.

## Annual Report Ownership and Contact Details

For further information in relation to the annual report and Council procurement please contact:

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Further information relating to procurement within the Council is available on the Council's website:

<https://www.east-ayrshire.gov.uk/Home.aspx>

## Appendix 1 - Awarded Regulated Procurement Projects

Title	Contract Type	Total Value	Contract Awarded To
Estate Agency Services Framework	Services	£126,000.00	Property Matters Online (GB) / J&E Shepherd (GB)
Roads Artificial Intelligence Software	Services	£119,080.00	Softcat (GB)
PS/20/49 - A71 Expansion Joint Design (3 Bridges)	Services	£85,545.46	Stantec UK Ltd (GB)
Economic Impact Assessment & Strategic Impact Assessment A75 and A77	Services	£59,657.00	Sweco (GB)
Sustrans Places for Everyone: Design & Community Engagement Hurlford (SXL 08-20, Lot 2)	Services	£67,910.05	WSP UK Ltd. (GB)
Creative Minds Framework	Services	£200,000.00	Articulate Cultural Trust (GB) / Rock 'n' Role Models (GB) / Kevin Cameron (GB) / Replico Productions (GB) / David Douglas (GB) / Diane Evans Artist (GB) / Vanessa Anderson - Dance With V (GB) / Theiya Arts (GB) / Prancing Jack Productions Limited (GB) / East Ayrshire Council (Lesley Hill) (GB) / East Ayrshire Council (Alistair McCulloch) (GB) / Dealbhadair (E. MacColl) (GB) / Tweet (K. Wood) (GB) / Carrie Craggs (GB) / Siobhan McAuley Music (GB) / Encore Dance Academy Ayrshire (GB) / The Big Bang (GB) / Kate McAllan Visual Artist (GB)
Provision of a 4 year Flu Vaccination Programme	Services	£60,000.00	Ayrshire Medical Services Ltd (GB)
PS/21/42 - Fixed Telephony (BT)	Goods	£287,751.60	British Telecommunications plc (GB)
PS/21/11 - Washroom Solutions	Services	£344,000.00	Greenleaf Hygiene Solutions (Scotland) LTD (GB)

PS/21/08 Unified Communications	Services	£160,000.00	Atos IT Services UK Limited (GB)
PS/20/39 - Portable and Fixed Appliance Testing (PAT & FAT)	Services	£110,000.00	Ayrnet IT Ltd (GB)
PS/20/45 New Cumnock Flood Protection Scheme Works (D14600)	Works	£5,149,584.00	Wills Bros Civil Engineering Ltd (GB)
PS/21/102 - Supply of Boilers and Radiator Kits	Goods	£10,300,000.00	UK Plumbing Supplies (GB)
Supply, Installation and Maintenance of Bus Shelters	Goods	£400,000.00	Commutaports Limited (GB)
Fleet Vehicle Telematics System	Services	£750,000.00	Webfleet Solutions Sales B.V. (GB)
Supply & Delivery of Fresh/Organic Foodstuffs	Goods	£3,000,000.00	We Hae Meat Limited (GB) / J Pieroni & Sons Limited (GB) / J Pieroni & Sons Limited (GB) / A&A Spittal Limited (GB) / Bryce Cunningham (GB) / Corrie Mains Free Range Limited (GB) / Locavore Community Interest Company (GB)
Sale of Scrap Metals & Automotive Batteries	Services	£520,000.00	Lowmac Alloys Limited (GB) / Enva Scotland Limited (GB) / Lowmac Alloys Limited (GB) / Enva Scotland Limited (GB) / Lowmac Alloys Limited (GB) / Enva Scotland Limited (GB)
PS/20/07 Rural Grass Cutting & Urban Herbicide Application including Litter Picking & Gully Cleaning	Services	£762,173.35	William Owen and Son (GB)
PS/20/73 - Building Preservation and Dampness Treatment	Services	£1,500,000.00	Richardson & Starling (Northern) Limited (GB)
PS/20/14 Surface Dressing Framework 2021-2025 (including first works order 2021)	Works	£6,000,000.00	Kiely bros ltd (GB) / John McQuillan (Contracts) Ltd (GB)



<p>Early Learning &amp; Childcare Provision Framework</p>	<p>Services</p>	<p>£12,250,000.00</p>	<p>Mauchline Burns Bairns Under 5's Group (GB) / Childcare Scotland Properties Limited (GB) / Suzanne Hollywood T/A Dean Park Nursery (GB) / Hurlford &amp; Crookedholm ELCS (GB) / The Avenue Childcare Services (GB) / Angela Keen T/A Angie's Childminding (GB) / Arlene Neilson (GB) / Marla Green (GB) / Claire White T/A Claire White Childminding (GB) / Dolina Rae T/A Dolina's Childminding (GB) / Doreen Jackson (GB) / Elaine Wilson (GB) / Isabella Gibbons (GB) / Jacqueline Calder (GB) / Jane McAusland (GB) / Joyce Mason T/A Joyce Mason Childminder (GB) / Julie Dowds T/A Julie Dowds Childminding Service (GB) / Lauren Davidson (GB) / Lesley Bowie (GB) / Rhona Dunnachie T/A Little Angels Child Minding (GB) / Louise Alldridge (GB) / Louise MacLachlan T/A Louise MacLachlan Childminding Service (GB) / Lauri Harris T/A Lauri's Lucky Charms (GB) / Margo Gibson (GB) / Monique Sloan T/A Monique's Childminding Service (GB) / Fiona Smith (GB) / Nicola Craig (GB) / Nicola Logue T/A Nicola Logue Childminding (GB) / Nicola Mcilwraith (GB) / Sharon Bell (GB) / Sharon Callaghan (GB) / Tracey McIntyre (GB) / Wendy Carr (GB) / Z A Care Limited (GB) / Heather Goldie (GB) / Craighead Nurseries Ltd (GB) / Joanne Blair T/A Jo-Jos Juniors (GB) / Alice &amp; John Brown (GB) / Marianne Sloan T/A Marianne Sloan Childminding Service (GB) / Nicola Clark (GB) / Lisa McGinn (GB) / Claire Hutt T/A Claire's Care (GB) / Jacqueline Donnelly (GB) / Elizabeth MacMillan T/A Libby's Childminding (GB) / Heather Morrison T/A Heather Morrison Childminding (GB) / Lorna Masson (GB) / Suzanne Hunter (GB)</p>
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## Appendix 2 – Future Regulated Procurement Projects

The following list does not include any contract extensions

<b>Contract Title</b>	<b>Contract Year</b>	<b>Re- Tender or Negotiated</b>
Servicing & Maintenance of Stage Rigging	2022/2023	Re-Tender
Maintenance Agreement for Technology Forge Asset Management System	2022/2023	Negotiated Contract
Maintenance of Synthetic Sports Surfaces	2022/2023	Re-Tender
Reactive Property Repair and Maintenance	2023/2024	Re-Tender
Construction Professional Services	2023/2024	Re-Tender
Service & Maintenance of Moveable Partition Walls	2023/2024	Re-Tender
Non Domestic Lift Maintenance and Repair	2023/2024	Re-Tender
Mechanical & Electrical Maintenance Minor Works	2023/2024	Re-Tender
Fuel Cards and Associated Services	2022/2023	Re-Tender
Supply & Delivery of Bedding Plants	2022/2023	Re-Tender
Supply & Delivery of Vehicle Fuel	2023/2024	Re-Tender
Maintenance & Support of Radio Link Hardware	2022/2023	Re-Tender
Mental Health First Aid Training	2023/2024	Re-Tender
Provision of Home Decorating Packs	2022/2023	Re-Tender

Network Cabling Framework	2022/2023	Re-Tender
East Ayrshire Leisure Website	2022/2023	Re-Tender
External Audit Services	2022/2023	Re-Tender
Council Asset Valuations	2023/2024	Re-Tender
Stage 2/3 Barrier Removal – Employability	2022/2023	Re-Tender
Keep Scotland Beautiful Environmental Excellence Scheme	2022/2023	Re-Tender
Business Development Framework	2022/2023	Re-Tender
External Training Services	2022/2023	Re-Tender
Maintenance of School Technical Equipment	2022/2023	Re-Tender
Health & Safety Training Framework	2022/2023	Re-Tender
Supply, Install, Maintain and Inspection of Playpark and Playground Equipment	2022/2023	Re-Tender
Business Gateway Workshop Programme	2023/2024	Re-Tender
Lisalanna – Shortbreaks and Residential Care	2022/2023	Re-Tender
Supply & Delivery of Grounds Maintenance Materials	2023/2024	Re-Tender
Children’s Independent Advocacy Services	2023/2024	Re-Tender
Web Content Management System	2022/2023	Re-Tender
Turning the Corner Service	2023/2024	Re-Tender

Children's and Families – Axis and Defuse Service	2023/2024	Re-Tender
Supply & Delivery of Horticultural Machine Parts & Equipment	2022/2023	Re-Tender
Mind of My Own Application and Related Services	2023/2024	Re-Tender
Geo-strategy – Strategic Development Programme	2023/2024	Re-Tender
HEEPS Managing Agent	2023/2024	Re-Tender
Lift & Relay of Floor Coverings	2023/2024	Re-Tender
IT Service Desk Software	2023/2024	Re-Tender
Data Access Services – IT WAN	2023/2024	Re-Tender
Supply, Maintenance & Repair of Catering Equipment	2023/2024	Re-Tender
Supply & Delivery of Reusable Nappies	2023/2024	Re-Tender
Mobile CCTV Vehicle Equipment	2022/2023	Re-Tender
Recovery Focussed Service for Individuals with Sustained Alcohol & Drug Use	2022/2023	Re-Tender
Repair & Maintenance of Skips	2022/2023	Re-Tender
Repair & Maintenance of Stairlifts	2023/2024	Re-Tender
User Involvement and Peer to Peer Recovery Services	2023/2024	Re-Tender
Maintenance of Community Alarms in Supported Accommodation	2023/2024	Re-Tender
24/7 Supported Accommodation Support	2023/2024	Re-Tender

Asbestos Surveying, Sampling, Analysis and Monitoring Service	2023/2024	Re-Tender
Multi-storey Car Park Cleaning	2022/2023	Re-Tender
All Ayrshire Plant Hire Framework	2022/2023	Re-Tender
Supply, Maintenance & Repair of Electronic Vehicle Activated Signs	2022/2023	Re-Tender
Winter Maintenance Assistance	2022/2023	Re-Tender
Vehicle Charging Infrastructure	2022/2023	Re-Tender
Supply of Roadstone Materials	2022/2023	Re-Tender
Cash Collection Service	2023/2024	Re-Tender
Bus Shelters & RTPi Units (Cleaning & Graffiti Removal)	2023/2024	Re-Tender
Roads Maintenance Management System	2023/2024	Re-Tender
Supply & Installation of Metal Fencing	2022/2023	Re-Tender
Corporate Print Framework	2022/2023	Re-Tender
All Ayrshire Scaffolding Framework	2023/2024	Re-Tender
The Provision of Tyres for Vehicles & Plant	2022/2023	Re-Tender

### Appendix 3 – Future Capital Works Projects (2018/19 to 2027/28)

Project Title	Contract Type	Value £m
<b>Continuation Projects – Economy &amp; Skills – Education Projects</b>		
William McIlvanney Campus, Kilmarnock	Works	1.585
Knockroon Learning & Enterprise Campus (now Barony Campus)	Works	68.00
Crosshouse Primary School & Communications Centre	Works	6.200
Dunlop Primary School Extension & Early Childhood Centre	Works	3.700
Loudoun Academy Refurbishment	Works	4.410
Stewarton Academy Extension	Works	9.500
Stewarton Academy Refurbishment	Works	6.175
Hurlford Primary School & Early Childhood Centre	Works	2.980
Loanhead Early Childhood Centre and Primary Refurbishment	Works	4.150
Nether Robertland Primary Refurbishment	Works	1.850
Logan Primary Refurbishment	Works	0.690
Hillhead Primary Refurbishment	Works	0.450
Kilmaurs Primary Refurbishment	Works	1.000

Kilmaurs Early Childhood Centre	Works	0.600
<b>Continuation Projects – Economy &amp; Skills – Non-Education Projects – Economic Growth Fund</b>		
Kilmarnock Town Centre Regeneration	Works	5.000
Cumnock Town Centre	Works	4.000
Ingram Business Centre	Works	2.800
Galston Community/Office Facilities	Works	5.200
Moorfield Park	Works	2.100
Moorfield Additional Units	Works	1.050
Galston CARS	Works	0.300
Dalmellington/Waterside CARS	Works	0.200
ICT Programme	Works	17.750
<b>Continuation Projects – Economy &amp; Skills – Non-Education Projects – Safer Communities Projects</b>		
Western Road Depot	Works	4.400
Caponacre Depot	Works	2.800
Remediation of Former Lugar Office Site	Works	0.350
Dean Castle/Keep Restoration	Works	3.000
Dean Castle Country Park	Works	0.626

Woodroad Park/Cumnock – Hard Landscaping	Works	0.175
Dalricket Landfill Site	Works	1.000
Roads & Transportation Programme	Works	81.561
Energy Efficiency	Works	4.445
Parks and Play Parks	Works	1.200
Cemetery Improvements	Works	0.650
Outdoor Amenities Equipment	Works	0.750
Refurbishment & Component Renewal	Works	20.220
Risk Management Centre Equipment Upgrade	Works	0.400
Travelling People's Site	Works	0.300
Private Sector Housing Grant – Disabled Adaptations	Works	8.850
Private Sector Housing Grant – Improvements	Works	3.000
<b>Continuation Projects – Economy &amp; Skills – Non-Education Projects – Wellbeing Projects</b>		
Telecare	Works	2.110
<b>New Projects – Economy &amp; Skills – Education Projects</b>		
Netherthird Primary School	Works	10.314



<b>New Projects – Economy &amp; Skills – Safer Communities Projects</b>		
Dalrymple Cemetery Extension	Works	0.175
Fenwick Cemetery New Car Park	Works	0.123
Other Cemetery Improvements	Works	1.000
Active Travel Hub	Works	0.150
<b>New Projects – Economy &amp; Skills – Wellbeing Projects</b>		
Galleon Centre	Works	13.850
North West Area Centre	Works	0.265
Health & Social Care Management System	Works	0.700
<b>East Ayrshire Council – Self Funded Projects</b>		
New Cumnock Town Centre	Works	0.200
New Children's House	Works	1.500
Moorfield Park	Works	2.400
Rowallan Park	Works	1.200
Caponacre Depot	Works	2.500
Johnnie Walker Bond	Works	6.940
Glaisnock Shopping Centre	Works	1.250

ICT Fibre Connection	Works	0.120
Street Lighting LED	Works	4.920
<b>Ayrshire Growth Deal Projects</b>		
Ayrshire Manufacturing Investment Corridor (AMIC)	Works	43.570
Moorfield Engineering Park – Phase 3	Works	16.000
National Energy Research & Demonstrator Project (NERD)	Works	24.500

## Appendix 4 – Glossary of Terms

There are a number of procurement specific terms used throughout this report. These terms are defined below:

TERM	DEFINITION
Regulated Procurement	Contracts above the EU financial contract threshold where the EU regulations apply (£50,000 and above for goods and services and £2,000,000.00 and above for works)
Commodity	Taxonomy (classification) for the entire Council, to give the Council the ability to accurately describe the primary business activities of their suppliers The commodity approach presently used by the Council was defined back in 2006 and remains in force today.
Community Benefits	Community Benefits are requirements which deliver wider benefits in addition to the core purpose of a contract. These can relate to social-economic and or environmental. Benefits.
Contract and Supplier Management	Contract management or contract administration is the management of contracts made with customers, suppliers, partners, or employees. Contract management activities can be divided into three areas: service delivery management; relationship management; and contract administration.
Supported Business	A "supported business" is an economic operator whose main aim is the social and professional integration of disabled or disadvantaged persons and where at least 30% of the employees of the economic operator are disabled or disadvantaged persons

SME's	Enterprises which employ fewer than 250 persons and which have an annual turnover not exceeding 50 million euro, and/or an annual balance sheet total not exceeding 43 million euro.
PCIP	The Procurement and Commercial Improvement Programme (2 year assessment to ensure continuous improvement across procurement)
Wave Plan	List of upcoming procurement activity including re-tenders, extensions and any new activity.