



Glasgow City Council

Contracts and Property Committee

Report by Director of Legal and Administration

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Item 2

9th October 2025

Annual Procurement Report FY24/25

Purpose of Report:

To advise the Committee of the council's Annual Procurement Report for FY24/25 which has been drafted as required by the Procurement Reform (Scotland) Act 2014.

Recommendations:

The Committee is invited to:

1. Note the content of the report; and
2. that the report will be submitted to the Scottish Government and will help to inform a national report, to be drafted by Scottish Ministers, on the annual procurement activity in Scotland for FY24/25.

Ward No(s): XXXXXXXX

Citywide: ✓

Local member(s) advised: Yes ☐ No ☐ consulted: Yes ☐ No ☐

1 Background

- 1.1 As required under section 18 of the Procurement Reform (Scotland) Act 2014 (the Act), a contracting authority (which includes local authorities) must produce an Annual Procurement Report which monitors the authority's regulated procurement activities against delivery of its Procurement Strategy. The report must be completed as soon as reasonably practicable after the end of its financial year. A regulated procurement is defined as any procurement above £50,000 for goods and services or £2,000,000 for works.
- 1.2 The content of the Annual Procurement Report reflects the requirements of the Act which details the information that is required to be reported on, namely:
- A summary of all regulated procurements completed during the year
 - A review of whether those procurements complied with the authority's Procurement Strategy
 - A summary on how the authority prioritise and take account of climate change and circular economy via procurement activities
 - Where any procurements did not comply, a statement of how the authority intends to ensure future regulated procurements do comply
 - A summary of community benefits that were fulfilled during the year
 - A summary of any steps taken to facilitate involvement of supported businesses and social enterprises
 - A summary of regulated procurements which the authority expects to commence in the next 18 months

2 The Annual Procurement Report

- 2.1 The content of the council's Annual Procurement Report for FY24/25 covers all the above information during the period 1 April 2024 to 31 March 2025 and details how these procurements supported the aims and objectives of the council's Sustainable Procurement Strategy 2023-2027 .

3 Policy and Resource Implications

Resource Implications:

Financial: During FY24/25, procurement has delivered a total saving of £22.2m.

This comprises £15.4m cash savings and £6.8m non cash savings.

Legal: No Direct Legal Issues.

Personnel: No Direct Personnel Issues.

Procurement: Regulated procurements undertaken between 1 April 2024 and 31 March 2025.

Council Strategic Plan:

The APR supports Grand Challenge 1, Mission 1 and Grand Challenge 2, Missions 1 and 2.

Equality and Socio-Economic Impacts:

Does the proposal support the Council's Equality Outcomes 2021-25

Yes - the Sustainable Procurement Duty requires that before a contracting authority buys anything, it must think about how it can improve the social, environmental and economic wellbeing of the area in which it operates, with a particular focus on reducing inequality.

What are the potential equality impacts as a result of this report?

All procurement activity considers the potential equality impact as part of the Initial Procurement Assessment process.

Please highlight if the policy/proposal will help address socio economic disadvantage.

The report details the full list of procurements undertaken. A number of these will help address and target these issues.

Climate Impacts:

Does the proposal support any climate impacts as a result of this proposal:

All procurement activities consider the environmental and sustainable risks and opportunities to support the responsibility of the council as detailed in the report.

What are the potential impacts as a result if this proposal:

No negative impact.

Will the proposal contribute to Glasgow new zero carbon target:

All procurement activities consider the environmental and sustainable risks and opportunities to support the net zero by 2030 carbon target. 65% of the councils regulated tenders has a sustainable outcome which will support the net zero target.

Privacy and Data Protection impacts:

No data protection impacts identified.

The Committee is asked to:

- 4.1 Note the content of the council's Annual Procurement Report for FY24/25; and
- 4.2 that the report will be submitted to the Scottish Government and will help to inform a national report, to be drafted by Scottish Ministers, on the annual procurement activity in Scotland for FY24/25.