Item 11

6th October 2022

Glasgow City Council

Contracts and Property Committee

Report by Director of Legal and Administration

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Annual Procurement Report FY 2021/22

Purpose of Report:

To advise the Committee of the council's Annual Procurement Report for FY21/22 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 FY21/22.

Ward No(s): Xxxxxxxx Citywide: ✓

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

1 Background and Tender

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, although additional time has been granted due to the impact of Covid-19. 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
- A summary of regulated procurements which the authority expects to commence in the next 2 years

2 The Annual Procurement Report

2.1 The content of the council's Annual Procurement Report for FY21/22 covers all the above information during the period 1 April 2021 to 31 March 2022 and details how these procurements supported the aims and objectives of the council's Corporate Procurement and Commercial Improvement Strategy 2018 to 2022. Next year's Annual Procurement Report for FY22/23 will provide the final update on the delivery of the council's Corporate Strategy and Commercial Improvement Strategy which ends in December 2022.

3 Policy and Resource Implications

Resource Implications:

Financial:	FY21/22 has resulted in a total saving of £4.3m. This comprises £1.2m cash savings and £3.2 non cash savings.
Legal:	No Direct Legal Issues
Personnel:	No Direct Personnel Issues

Procurement:	Regulated procurements undertaken between 1 April 2021 and 31 March 2022
Equality and Socio-Economic Impacts:	
Does the proposal support the Council's Equality Outcomes 2021-25	Yes
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 activity considers 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 activity considers the environmental and sustainable risks and opportunities to support the net zero carbon target.
Privacy and Data Protection impacts:	No data protection impacts identified.

4 Recommendations

The Committee is asked to:

4.1 Note the content of the council's Annual Procurement Report for FY21/22; 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 FY21/22.