

Annual Procurement report April 2021-March 2022

1. Background

- 1.1 The Association's procurement strategy is intended to ensure our compliance with the Procurement (Scotland) Act 2014 ["the 2014 Act"] and the following statutory guidance and regulations:
- Addressing fair working practices, including the living wage, in procurement (Scottish Procurement Policy Note SPPN 1/2015 Scottish Government)
 - The Public Contracts (Scotland) Regulations 2015
 - The Procurement (Scotland) Regulations 2016
 - Guidance under the Procurement Reform (Scotland) Act (Scottish Government, March 2016)
- 1.2 The Strategy sets out how we will direct our external spend on goods, services and works to meet statutory and good practice requirements, to achieve savings and to deliver wider local economic, environmental and social benefits for our community.
- 1.3 The Association is a contracting authority for the purposes of the Procurement Reform (Scotland) Act 2014. The 2014 Act places a number of general duties on contracting authorities regarding their procurement activities and contains some specific measures aimed at promoting good, transparent and consistent practice in procurement processes.
- 1.4 The Act states that a contracting authority which is required to prepare or revise a procurement strategy in relation to a financial year must also prepare an annual procurement report on its regulated procurement activities as soon as reasonably practicable after the end of that financial year.
- 1.5 This report covers the period April 2021-March 2022 and projects future procurement over the next two years.
- 1.6 Following Brexit the Scottish Procurement Regulations and processes currently remain largely as before.

2. Definitions of Regulated Procurement

- 2.1 For 'EU-regulated procurements' the contract threshold from January 2021 is £189,330 for goods and services contracts and £4,733,252 for works contracts (these are reviewed every 2 years).
- 2.2 The Association had no EU-Regulated procurements covering the reporting period.
- 2.3 For 'Regulated Procurements', the contract threshold is £50,000 for goods and services contracts and £2 million for works contracts.

2.4 All procurements, regulated or otherwise, were implemented in accordance with the Association's Procurement Strategy, Policy and Procedures which are, in turn, aligned to the current procurement legislation and directives.

3. Regulated & Non-Regulated Procurement

Development & Regeneration/Development & Property Services

3.1 The department did not undertake any regulated procurements during the reporting period.

3.2 'Non-Regulated' Procurements - All other procurements and contract awards were below current thresholds or in compliance with current Contractor and Consultant framework awards.

3.3 Community Benefits form part of contract awards and the team will investigate opportunities on a contract-by-contract basis.

3.4 The Association currently expects to make the following 'regulated and non-regulated higher value procurements over the next two Financial Years –2022/23 and 2023/24.

3.5 2022/23

Regulated Contracts

- Contractor Framework – Common Painter-work – Value c. £4M
- Appointment of Kitchen & Bathroom Contract – Value c. £4M

Non-Regulated Contracts

- Appointment of main Contractor for delivery of a 22 unit newbuild development on the site at 159 Butterbiggins Road
- Appointment of Gas Quality Control Consultancy Contract – Value c. £30K
- Appointment of Cyclical and Reactive Repairs Roofing Contract - Value c. £200K
- Appointment of Periodic Electrical Testing and Repair Contract – Value c. £200K
- Appointment of Medical Adaptation Contract – Value c. £300K
- Appointment of Pest Control Contract – Value TBC

3.6 2023/24

Regulated Contracts

- Appointment of Responsive & Void Repair Contract – Value c. £6M
- Appointment of Central Heating Install Contract – Value c. £2.5M

Non-Regulated Contracts

- Appointment of Lift Maintenance Contract – Value TBC

Housing & Property Services/Tenancy Services

3.7 The department did not undertake any regulated procurements during the reporting period.

3.8 The Association currently expects to make the following 'regulated and non-regulated higher value procurements over the next two Financial Years –2022/23 and 2023/24.

3.9 2022/23

Regulated Contracts

- Appointment of Close Cleaning Contract – Value c. £2M

Non-Regulated Contracts

- None

3.10 Regulated Contracts

- Appointment of Ground Maintenance Contract – Value c. £2.5M

Non-Regulated Contracts

- None

Finance, Corporate Services & HR

3.11 No regulated procurement has taken place in this financial year.

3.12 Next 2 Years – Expected Regulated Procurements

2022/23

Regulated Contracts

- Offices cleaning contract – value c. £100k (In line with the terms of the current contract and because of Covid 19 we have extended the current contract by one year to allow us to properly specify the next contract with additional tasks and guidance due to Covid 19 expected).
- Consultancy Services for Business Planning and Assurance Regulation – value c. 100k over approximately 5 years

4. Recommendation

- 4.1 Committee are asked to approve the report and its publication on the Association's website with notification of its publication being made to the Scottish Government.