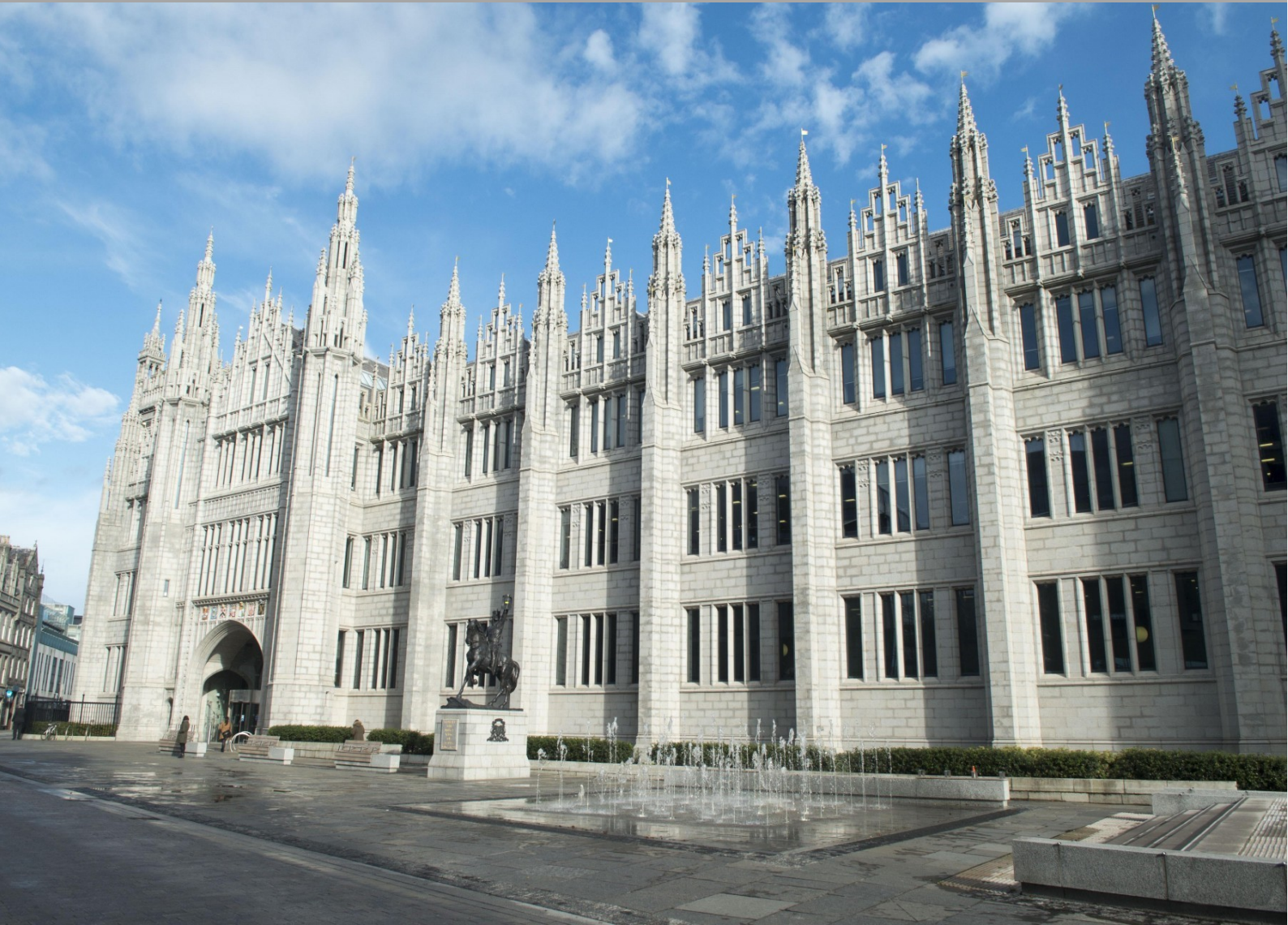


Aberdeen City Council Annual Procurement Report



1st April 2022 – 31st March 2023



Commercial &
Procurement
Shared Service

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Introduction

The Aberdeen City Council Annual Procurement Report 2022 - 2023 covers the Council's procurement activity from 1 April 2022 to 31 March 2023. The report includes anticipated future procurement activity over the next two financial years – 1st April 2023 to 31st March 2025.

The annual report records and publicises the Authorities performance and achievements in delivering its procurement strategy. This report has been produced in accordance with the guidance issued by the Scottish Government.

Aberdeen City Council's Procurement delivered under a shared service agreement with Aberdeenshire Council and The Highland Council, - the Commercial & Procurement Shared Service (C&PSS). A Joint Procurement Strategy 2017-2022 was published in November 2017, as required by the Procurement Reform (Scotland) Act 2014.

The high-level strategic priorities of the joint procurement strategy focus on key themes of **Efficiency**, **Governance** and **Improvement** which underpin all procurement activity.

- **Support the delivery of financial savings and non-financial efficiencies** through leverage of a combined contract portfolio.
- **Deliver value and innovation** by effective use of category and commercial management techniques and utilisation of spend analytic tools to enable smarter decision-making; identify collaborative opportunities and provide sector-specific market intelligence to inform decision making.
- **Support the local economy** by representing the North and East region as a single voice at national framework user intelligence groups to ensure the needs of the communities considered; maximise opportunities for the local supply chain, SMEs and third sector organisations
- **Increased collaboration and standardisation** without compromising governance/legislative compliance, the approach allows increased focus on Savings capture, Market management, Effective negotiation, Exploration of new business models/opportunities and Social value

The Joint Procurement Strategy end date was extended to 2023 to allow for a full review and in addition to the mandatory elements required under legislation the proposal is to include themes covering Community Wealth Building, Climate Change and Commercialisation, the revised Joint Procurement Strategy is anticipated to go live in quarter three of financial year 2023-2024 following consultation and approval in each of the three Partner Councils to the Shared Service.

The Commercial & Procurement Shared Service offers a range of strategic services with dedicated teams providing these services to the partners to the Shared Service agreement, the teams include:

- Category & Commercial Management Team
- Commissioning, Procurement and Contracts (Social Care) Team
- Commercial Legal Team
- Shared Insurance Service

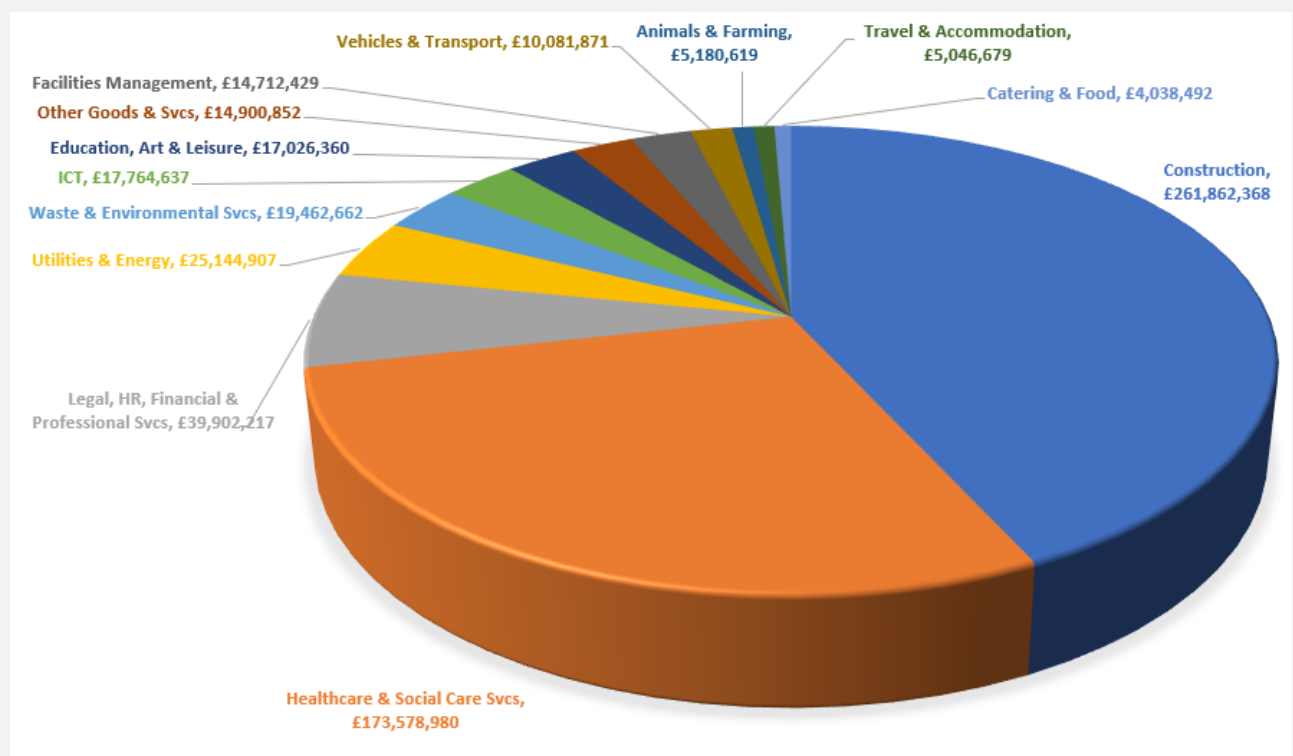
Category & Commercial Management Team

The primary role of the Category & Commercial Management Team is to enable the partner councils to achieve their strategic objectives through the delivery of goods, works and services procured externally and to deliver improved value/increased revenue opportunity.

The strategic services provided by the team are:

- Data management, performance, analytics and insight.
- Procurement strategy, legislation, policy and advice.
- Strategic Category Management (for all strategic categories of spend).
- Commercial Management – covering revenue opportunities

The below graphic shows the annual expenditure by Category area.



***A breakdown of the categories included in Other Goods & Services can be found below:**

Category	Spend	Category	Spend
Manufacturing & Machinery	£ 2,405,290	Retail & Wholesale	£ 385,727
Security Equipment & Services	£ 1,895,256	Stationery & Office Products	£ 314,867
Public Sector Bodies	£ 1,790,306	Clothing	£ 286,131
Economic Development	£ 1,536,777	Community Development	£ 277,709
Business Support Services	£ 1,400,975	Purchasing Services	£ 124,751
Marketing & Media	£ 1,218,826	Charitable & Religious Activity	£ 119,353
Government	£ 1,170,631	Personal Care	£ 75,069
Not Classified	£ 956,359	Judicial Services	£ 10,587
Laboratory	£ 926,246	Emergency Services	£ 5,993

The data is obtained from Spikes Cavell (Scottish Procurement Hub for publication of annual procurement related spend) and is based on the VCode Classification system, which classifies suppliers by their business activities and is specifically designed to allow public sector organisations a more accurate method of classification of suppliers.

Commissioning, Procurement and Contracts (Social Care) Team

Because of the complex nature of health and social care services, procurement and contract management are carried out by a dedicated Commercial and Procurement Shared Service team – the Commissioning, Procurement and Contracts (Social Care) Team.

The remit of the team is:

- Commissioning – supporting customers to develop and implement strategic commissioning plans
- Procurement – tenders; direct awards; compliance with governance
- Contract management – contract administration; routine monitoring; non-compliance activity; supplier relationship management

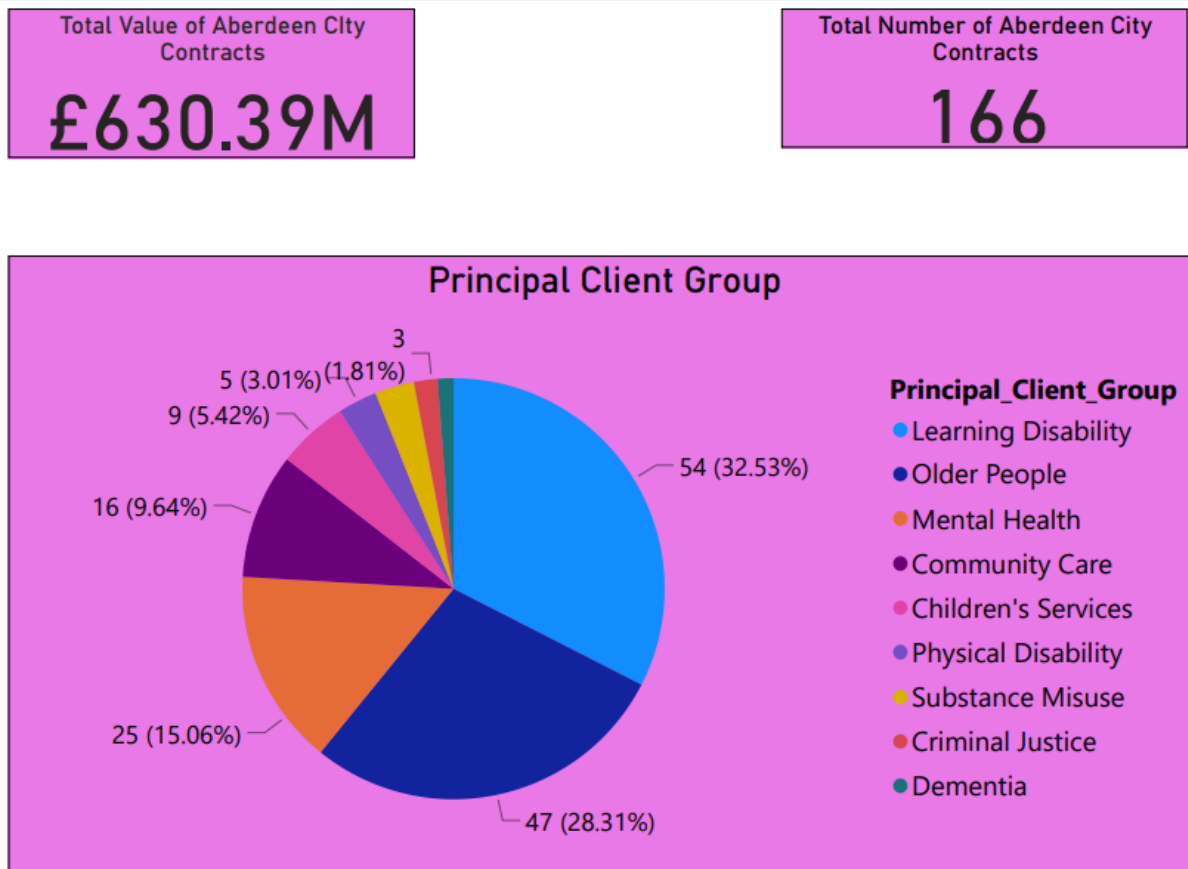
Social Care procurement of services is driven by strategic commissioning intentions for services listed under Schedule 3 – Social and Other Specific Services, of the Public Contracts (Scotland) Regulations 2015. Together with Aberdeen City & Aberdeenshire' Health and Social Care Partnerships the shared service social care team has established Commissioning and Procurement boards to create a clearer link between the programmes of work, the associated budgets, and the procurement work plan, in line with the Commissioning Cycle. Collaboration is central to the work of the social care team.

Similarly, the shared service social care team supports and manages the commissioning and strategic procurement of social care services for Aberdeen City and Aberdeenshire Council's Children's Services, Housing Services, and some Education provision.

The social care team's aim is to deliver innovative, cost effective and high-quality strategic procurement services that maximise best value from all commercial relationships, exploiting new opportunities, while ensuring a robust and effective governance framework in support of the wider strategic, financial, and operational needs of the individual Councils and their partners. We procure high quality services delivering the right services to people in Aberdeen City/Aberdeenshire and commission these in a lawful, fair, and transparent manner. The Social Care team manages 166 Aberdeen City contracts spread across eleven different functions. The dashboard below shows the split:



The below graphic details the client groups for the 166 contracts – the majority are LD and Older People which are reflected in the spend (see below):



In this dashboard, you can see the split of the total contract spend of £630m*:

TOTAL SPEND	
<p>Total Value of Aberdeen City Contracts</p> <p>£630.39M</p>	
<p>Total Number of Aberdeen City Contracts</p> <p>166</p>	
Description	Count of Description Total_Contract_Value
Residential	69 £296,970,255.65
Supported Living	35 £79,675,035.47
Support Service	25 £26,755,322.22
Care at Home	8 £208,254,381.00
Complex Care	8 £0.00
Training & Skills Development Service	8 £3,592,612.00
Housing Support	6 £6,031,864.00
Very Sheltered Housing	3 £6,989,095.00
Day Care	2 £2,012,743.00
Complex Care Nursing Home Individual Placement	1 £111,800.00
Dementia Advice & Support	1
Total	166 £630,393,108.34

**Spend over duration of contract and not annual value.*

Strategic Procurement Board

The Shared Service is overseen by the Strategic Procurement Board, the board is comprised of Senior Leaders from across the three partner Councils and has responsibility for:

- Oversight of the delivery of the services set out in the Service Level Agreement (SLA) between the partners to the joint arrangement.
- Reviewing the performance of the service using Key Indicators (such as the following) and providing scrutiny and challenge, where appropriate:
 - Local Supplier Spend.
 - Collaborative Spend.
 - Community Benefits.
 - % of spend on and off contract.
 - Savings flowing from the joint arrangements.
- Oversight of a programme of digitisation of as many procurement processes as possible across the shared arrangement.
- Providing oversight of the roll out of a procurement capability programme across the shared arrangement.

Supply Chain Challenges

The COVID-19 pandemic has continued to have an impact on the Council's supply chain, as have the ongoing impacts of Brexit and more recently the impact of the invasion of Ukraine. The effects on the global economy and financial markets have made for another challenging year for the Council and its supply chain.

The Commercial & Procurement Shared Service have worked collaboratively with Services and Suppliers throughout the financial year, identifying solutions to

challenges and minimising impacts of pricing increases as they have arisen (wherever possible), supporting delivery of vital frontline services whilst maintaining sustainability of our supply chain.

Covid-19 Pandemic – Supplier Relief

The social care team have continued to respond to the need of managing “Supplier Sustainability” for the shared service. To date there have been ten (10) iterations of the guidance since March 2020, ensuring that specific approaches and amendments have been highlighted whilst ensuring that the consistency in response is maintained.

Following a reconciliation of all the claims up to Period 34 there are around 650 applications out of a total 3,124 to be processed. The level of funding already made has exceeded £29m, with a further estimated £5.8m yet to be distributed. The forensic work done by the team has resulted in around 25% of the claims in applications rejected due to incorrect claims – without the detailed investigative work, many millions of pounds may have been incorrectly paid. The following table is a breakdown of the financial position for Aberdeen City Council

SUPPLIER SUSTAINABILITY APPLICATIONS - CITY									
Period Number	Completed			In Progress			Received		
	No. of Completed City	Total amount paid City	Total paid for completed claims	No. In Progress City	Total amount in Progress City	Total amount for claims in progress	Total Received City	Total amount claimed City	Total Amount
YE Apr 21 (P1 - P10)	594	8,358,309.70	FINAL FIGURE	ALL PROCESSED			594	8,358,309.70	FINAL FIGURE
Period 11	50	675,064.19	675,064.19	1	-	-	51	675,064.19	675,064.19
Period 12	42	592,162.54	592,162.54	9	179,947.34	179,947.34	51	772,109.88	772,109.88
Period 13	40	508,797.63	508,797.63	9	119,414.74	119,414.74	49	628,212.37	628,212.37
Period 14	43	485,843.11	485,843.11	8	85,494.62	85,494.62	51	571,337.73	571,337.73
Period 15	44	826,018.36	826,018.36	9	86,844.52	86,844.52	53	912,862.88	912,862.88
Period 16	42	510,577.76	510,577.76	9	70,107.35	70,107.35	51	580,685.11	580,685.11
Period 17	46	843,064.84	843,064.84	9	97,507.02	97,507.02	55	940,571.86	940,571.86
Period 18	38	430,995.52	430,995.52	14	145,674.11	145,674.11	52	576,669.63	576,669.63
Period 19	36	347,085.32	347,085.32	16	160,102.18	160,102.18	52	507,187.50	507,187.50
Period 20	36	617,497.52	617,497.52	18	213,987.51	213,987.51	54	831,485.03	831,485.03
Period 21	38	582,391.34	582,391.34	17	118,170.75	118,170.75	55	700,562.09	700,562.09
Period 22	32	512,874.75	512,874.75	22	207,740.99	207,740.99	54	720,615.74	720,615.74
Year Ending 2022	487	6,932,372.88	6,932,372.88	141	1,484,991.13	1,484,991.13	628	8,417,364.01	8,417,364.01
Period 23	24	392,269.49	392,269.49	26	321,474.71	321,474.71	50	713,744.20	713,744.20
Period 24	20	248,059.94	248,059.94	30	339,459.84	339,459.84	50	587,519.78	587,519.78
Period 25	20	282,885.03	282,885.03	30	373,203.40	373,203.40	50	656,088.43	656,088.43
Period 26	15	97,788.62	97,788.62	20	98,094.52	98,094.52	35	195,883.14	195,883.14
Period 27	13	75,381.33	75,381.33	13	30,263.52	30,263.52	26	105,644.85	105,644.85
Period 28	14	101,482.09	101,482.09	12	18,515.98	18,515.98	26	119,998.07	119,998.07
Period 29	5	39,857.98	39,857.98	17	14,197.62	14,197.62	22	54,055.60	54,055.60
Period 30	3	45,308.79	45,308.79	9	12,605.94	12,605.94	12	57,914.73	57,914.73
Period 31	3	45,989.59	45,989.59	7	54,420.39	54,420.39	10	100,409.98	100,409.98
Period 32	4	84,106.07	84,106.07	6	85,461.77	85,461.77	10	169,567.84	169,567.84
Period 33	5	54,396.55	54,396.55	5	55,649.92	55,649.92	10	110,046.47	110,046.47
Period 34	6	10,195.06	10,195.06	7	11,976.61	11,976.61	13	22,171.67	22,171.67
Year Ending 2023	132	1,477,720.54	1,477,720.54	182	1,415,324.22	1,415,324.22	314	2,893,044.76	2,893,044.76
	1,213	16,768,403.12	16,768,403.12	323	2,900,315.35	2,900,315.35	1,536	19,668,718.47	19,668,718.47

As the processing of applications enters its final stage the communication on a daily basis with providers has been invaluable in building better working relationships, in some cases making undeniable differences to the providers day to day operations. Positive feedback has been received on this process acknowledging the hard work of the team, and there has been a positive contribution to the community.

Section 1 – Summary of Regulated Procurements

Section 18(2)(a) of the Procurement Reform (Scotland) Act 2014 requires organisations to include: “a summary of the regulated procurements that have been completed during the year covered by the report”

Regulated procurements are any procurement for goods and services with a value above £50,000 and works contracts with a value of above £2 million. A summary of the regulated procurements awarded within financial year 1 April 2022 and 31 March 2023 is provided in the table below.

The information contained in the infographics below includes the award of mini-competitions or call-offs from established frameworks. The Council use several national framework providers including Scotland Excel and Scottish Government.

The Council maintains and publishes a contract register of contracts awarded on its website. The contract register provides information on current contracts and can be viewed by suppliers to identify any future opportunities they may be interested in.

A detailed list of the regulated procurements can be found in Appendix 1 – Details of Regulated Procurements.

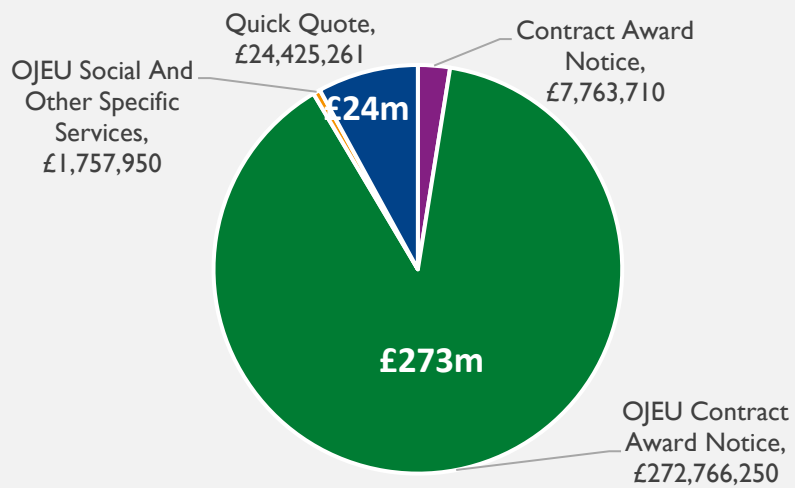
Value of Regulated Procurements Awarded by Category 1st April 22 – 31st March 23



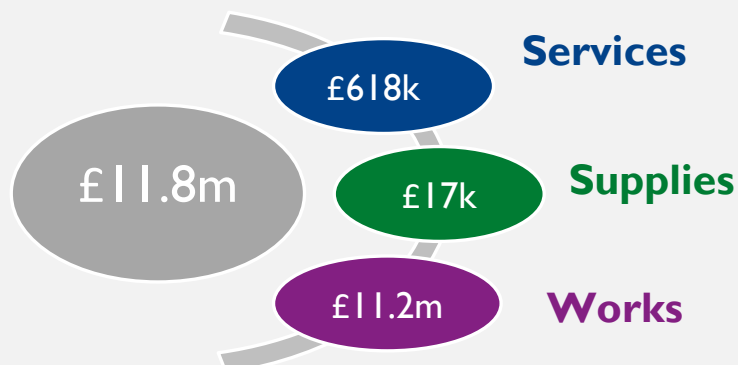
Number of Regulated Procurements Awarded by Category 1st April 22 – 31st March 23



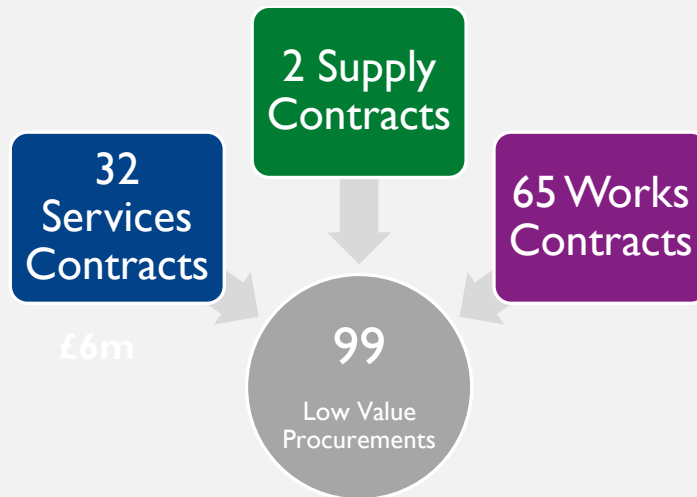
Value of Regulated Procurements Awarded by Notice Type 1st April 23 – 31st March 23



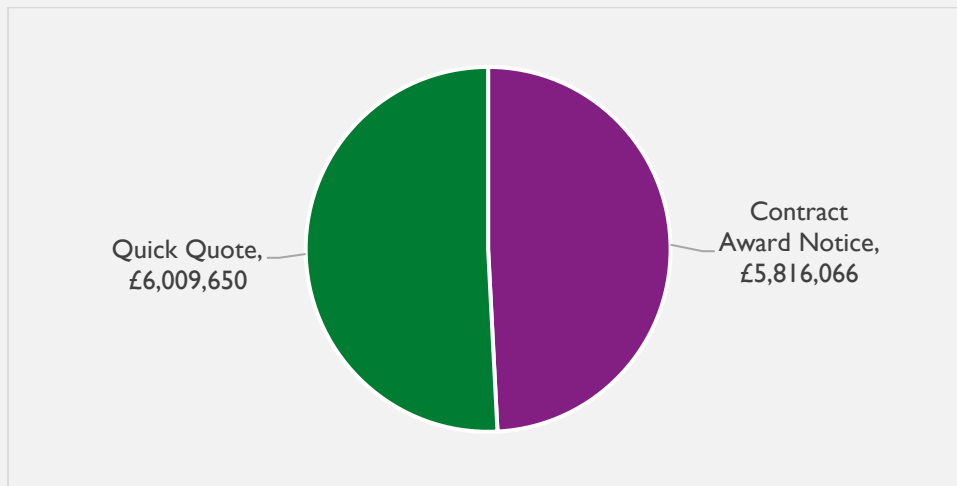
Value of Low Value/Non-Regulated Procurements Awarded by Category 1st April 22 – 31st March 23



Number of Low Value/Non-Regulated Procurements Awarded by Category 1st April 22 – 31st March 23



Value of Low Value / Non-Regulated Procurements Awarded by Notice Type 1st April 22 – 31st March 23



External Framework Use (Scotland Excel Membership) 1st April 22 – 31st March 23

Management information from Scotland Excel at the end of Quarter Four 22/23 shows that Aberdeen City Council participated in fifty-nine out of 69 (86%) of the available framework agreements.

Local suppliers being available for use across these frameworks on 31st March 2023 are as shown below:



Total spend with these local suppliers under the frameworks from all Scottish Local Authorities and associate members of Scotland Excel totalled £28,000,000.

The Aberdeen City Council spend was £5,000,000 with local suppliers on Scotland Excel framework agreements, an increase of £1,000,000 on the Councils spend with local framework providers on the previous financial year.

Section 2 – Review of Regulated Procurement Compliance

Section 17 of the Procurement Reform (Scotland) Act 2014 requires that regulated procurements be carried out in accordance with the organisation's procurement strategy, so far as reasonably practical. Section 18(2) states that an annual procurement report must include, at 18(2)(b), "a review of whether those procurements complied with the authority's procurement strategy" and, at 18(2)(c), "to the extent that any regulated procurements did not comply, a statement of how the authority intends to ensure that future regulated procurements do comply".

The Strategy includes high level strategic priorities, which focus on key themes of Efficiency, Governance and Improvement which underpins all procurement activity: -

- Support the delivery of financial and non-financial efficiencies.
- Deliver value and innovation.
- Support the local economy.
- Increased collaboration and standardisation.
- Support the delivery of financial and non-financial efficiencies

C&PSS worked with Council Services and Suppliers to deliver cashable and non-cashable savings for the Council through delivery of new contracts, reduction of supply base; consolidation of spend; product rationalisation.

Deliver Value and Innovation and increased collaboration and standardisation

C&PSS enables a greater level of collaboration and standardisation across the three partner councils in the following areas: -

- Identification of consolidation and aggregation of spend opportunities to generate best value.
- Identification of product rationalisation and alternatives to generate best value.
- Sharing of best practice and processes to identify standardisation, consistency, efficiency and effectiveness.
- Identification and delivery of commercial opportunities, examples of current projects - Hydrogen Hub, Electric Vehicle Infrastructure and Heat Networks. Projects will also deliver significant Community Benefits, Environmental and Economic Outcomes
- Maximising the benefits of digital technology for example purchase to pay processes, electronic tendering, e-auctions and dynamic purchasing systems.

Financial Efficiencies

The Council experienced significant changes to the financial environment in the reporting period, challenges in 2022/23 included being unable to allocate out to Council services the procurement budget savings identified of £1m due to the market position for many goods and services. The rate of inflation at a 40-year high affected the cost of goods and services to the Council, whilst the rate of inflation and RPI fell slightly in November 2022, the situation remained challenging as high inflation impacted on the costs of supplies and services, fuel, and energy.

Review of regulated procurement compliance

All regulated procurement in the Council is undertaken in accordance with a legal and procedural framework which ensures that each procurement is compliant with the Strategy. Legal requirements are set out in the Council's Procurement Regulations. Procedural requirements are set out in the Scottish Government Procurement Journey (for general procurement best practice) and through our Procurement Manual (used in conjunction with the internal Procurement Regulations/Scheme of Governance).

Processes, procedures and guidance are subject to regular review to ensure that all procurement activity is compliant with internal and external regulations. Within the continuous improvement section are details of improvement actions carried out in this financial year and planned activity for next financial year.

Social Care Contact Monitoring 2022/2023

The following details some of the outcomes from the contract monitoring:

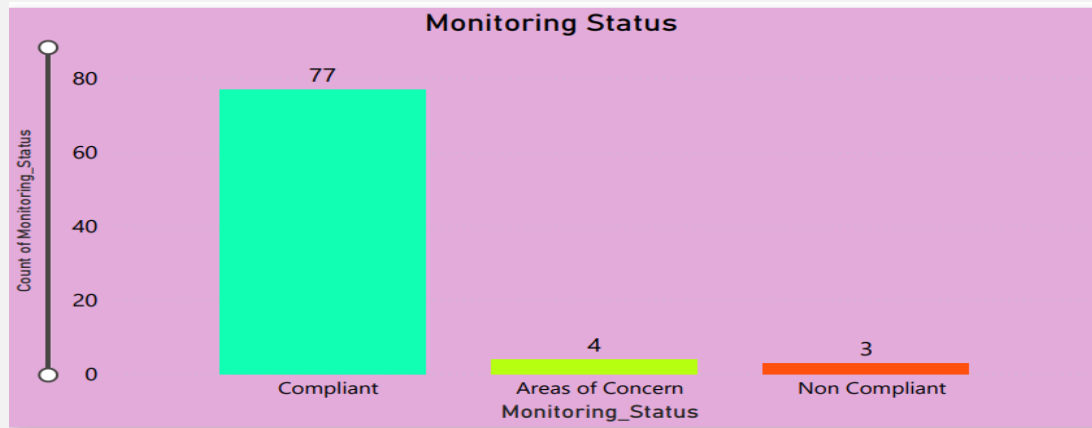
Data is provided below on the following service descriptors: Residential; Care at Home; Day Care; Supported Living; Training & Skills Development; Support Service; Housing; Very Sheltered Housing.

Contract Description

In total, **84 Aberdeen City contracts were included in this monitoring cycle.** Although we have 166 current contracts in the portfolio, a number were excluded for example, contracts with zero spend or where they were newly let in 2022/2023. Each contract is risk assessed in terms of financial and service risks. The following are highlights from the full report, which is available, on request:

Monitoring Status

The monitoring status of the contract tells us if there are any outstanding/current issues with the provider. These issues will be reported to the service managers who are the purchasers of services to inform their placing decisions.

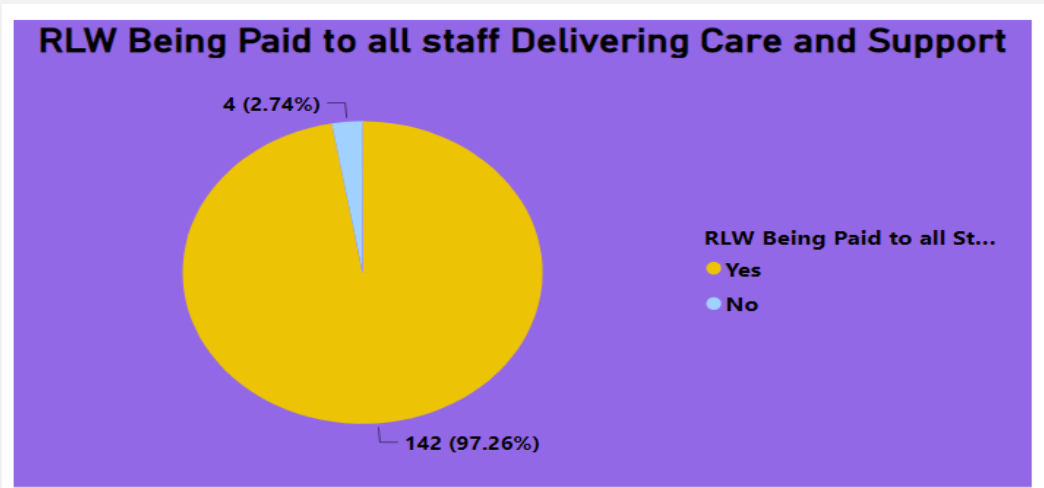


As you can see from the above, we have the following information:

- Nearly 92% of contracts are deemed “compliant”. This means the Contract Manager is assured that all reporting and all checks (including a credit check) have come back with no concerns. This suggests a solid working relationship between purchasers and providers. There are no current issues
- Four contracts (4.76%) are deemed areas of concerns.
- For the contracts under “areas of concern”, the provider has either failed to respond or failed to provide all the requested information. Information missing is either the Emergency Response/Business Continuity checklist, fire inspection letter, or the monitoring form. **As of the date of the report, all four contracts under “areas of concern” have been moved to “compliant”.**
- Three contracts are currently “non-compliant” and are separate from this process. They are services where there are serious issues and placements will currently be suspended until the appropriate action is taken to ensure high quality services are restored. In general (and in the case of these three contracts), these are care homes for older people.
- Overall, the response rate has improved each of the last three years and is now 100%. The response rate has improved partly down to a) providers being familiar with the ask and b) Contract Managers diligently chasing up and working with providers

Real Living Wage (RLW) being paid to all staff delivering care and support

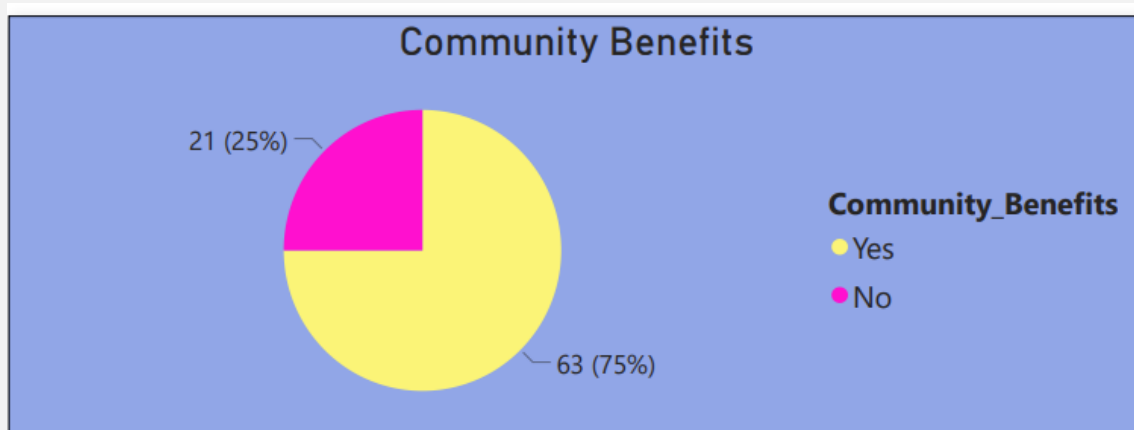
Over the last couple of years, there has been support from the Scottish Government, the local authority, the IJB, and the Social Care team to encourage providers to pay care staff at least the Living Wage which has been positively received and implemented by providers as shown below, the figure of 97% is an increase of 20% from the financial year 2020-2021.



- At the time of monitoring, there was one contract noted as “no” – however, this was an error by the provider and has now been rectified – all social contracts monitored are paying the Real Living Wage

Community Benefits

Over the last four years, we have been including Community Benefits into social care contracts in all procurement activity. Over time, that figure will improve further.



- This figure notes those providers that have agreed to offer community benefits under the contract. Those benefits are detailed in the contract.
- This figure does NOT reflect that any work has been done in terms of monitoring the actual community benefits offered against the contractual details
- In the monitoring form we asked the following: “Please detail below any Community Benefits that you have delivered under this contract” – we received several responses and in the main, the “innovation”, “case study”, “social”, “employment”, and “economic” sections were noted
- Expanded monitoring will be required to look closer at community benefits offered. Scotland Excel has taken initial steps to looking at how best to report

on community benefits and we will do the same. We will endeavour to be creative around this area.

Please note that information provided on Community Benefits here is specific to Social Care Contract Monitoring, outcomes within these contracts are included in the overall Community Benefit position reported in Section 3.

What has this round of monitoring told us about the state of the social care market across Aberdeen City?

- Most contracts are compliant with their terms and conditions
- Only four contracts are noted as “areas of concern” (as noted above, are now under “compliant”. In 2020/2021, 35.5% of contract were in “areas of concern”
- Most contracts are classified as medium risk (based on financial value and service user vulnerability), with the rest being equally split between high and low risk
- A significant majority of contracts have demonstrated compliance with business continuity, insurance, and fire safety (where appropriate) requirements
- For the first time, we have evidence of over 70% of contracts delivering community benefits in the social care sector, including employment opportunities offered and types of employment contracts.
- 100% of social care contracts monitoring in 2022/2023 are paying the Real Living Wage to social care staff.
- Contracts Managers will continue to monitor all contracts, as appropriate

Continuous Improvement

The Commercial & Procurement Shared Services are continually driving improvement, through innovative approaches to delivery of projects and provision of comprehensive guidance and training, all members of staff involved in procurement activity across Aberdeen City Council are required to be approved to a certain Delegated Procurement Authority (or DPA) level, depending on the procurement tasks they perform - from low level purchases to full competitive tenders. Please see below for continuous improvement highlights for financial year 2022-23.

Go Awards

The GO Awards Scotland set out to recognise the achievement and successes of procurement teams from all aspects of the public, private and third sector organisations. The Commercial & Procurement Shared Service team in conjunction with colleagues involved in projects submitted entries for and were finalists in four categories for the event held on 27 October 2022:

- Best Net Zero Initiative Award – Hydrogen Hub Joint Venture
 - This Award recognises those organisations that are leading the way in addressing climate change through their procurement activity and the many suppliers who also contribute to achieving success in this area.

- Social Value Award – Hydrogen Hub Joint Venture
 - This Award is for those organisations which see social value as integral to their procurement activity – living and breathing it alongside their supply chain partners and instilling it into every contract they create and manage.

- Collaborative Procurement Initiative Award – Dynamic Purchasing System for Training (In partnership with Aberdeenshire and The Highland Council)
 - This Award recognises collaboration and that collaboration is a vital ingredient for successful public procurement, it also acknowledges that collaboration isn't always easy – so this Award is as focused on how organisations have overcome friction and cultural differences in their pursuit of better outcomes as it is on those for whom the whole concept of collaboration has been second nature.

- Procurement Team of the Year
 - Team working is vital to the success of public procurement and this Award recognises leadership, communication, innovation, collaboration, personal development and a collective team ethic and approach to deliver excellence in public services.

Everyone involved in the Hydrogen Hub Joint Venture were delighted to receive recognition for the Best Net Zero Initiative Award - Highly Commended in this category.

Other highlights of 2022/23 for the Category & Commercial Team include:

A programme of improvement actions was developed within the Category and Commercial Team with activity completed within the period 1st April 2022 to 31st March 2023 detailed below:

- Further development of Procurement Compliance reporting through the Aberdeen City Council Risk Board
- Development of a Procurement Blog, providing delegated procurers with regular updates/guidance
- Work to introduce a Commercial Strategy and Toolkit
- Inclusion of Supplier Development consideration in business case and procurement documents (support Community Wealth Building)

- Revision and consultation on the Joint Procurement Strategy (to be approved in 2023-24)
- Development of a C&PSS Website which will have both an external facing and internal facing section.
 - External facing – aimed at suppliers/public
 - Internal facing – delegated procurers within the 3 Councils

Overview of highlights of 2022/23 for the Social Care Team include:

- Development of a Team Plan
- Continuing to support providers through the “Covid-19 Pandemic – Supplier Relief” until its closure at end of March 2023
- Supporting the NHS in reducing delayed discharges by commissioning ‘NHS’ beds which relieved the pressure on the acute sector
- Extended contractual arrangements for four Suicide Prevention Services until 2024
- Supporting the transfer of the Riverside Care Home Contract to a new provider because of the incumbent provider (Craigard Care) entering administration.
- Retendering of the Alcohol and Drug Services provided in Aberdeen City to strive to reduce deaths in the city.
- Re-provisioning of Sheltered Housing Support in Castlehill/Sanctuary complexes following transfer of contracts from ACC Housing and subsequent end of contracts.
- Review of Very Sheltered Housing Support in VSA and Castlehill complexes to inform service specification and future commissioning.
- Part of the Scotland Excel Short life working group for the recommissioning of the residential, education, and short breaks framework and the NCHC UIG
- Work carried out in partnership with Cornerstone and operational staff in closure of Huxterstone Drive Learning Disability Residential Service following the withdrawal of the provider. All residents supported to move to alternative appropriate accommodation which resulted in positive outcomes for all.
- The Social Care Contracts Team developed a quality assurance system to ensure that the team continues to procure high quality services in a way which complies with procurement regulations and to contribute to the aims of Aberdeen City Council and the Aberdeen City Health & Social Care Partnership. The aims of the quality assurance system are:
 - The necessary infrastructure is in place for the team to function effectively
 - Team members are suitably trained and motivated to do their jobs and feel job satisfaction
 - The system offers meaningful opportunities for team members to contribute
 - All policies and procedures are kept up to date
 - The work undertaken by the team complies with policies and procedures

- The system offers meaningful opportunities for customer engagement
- The system can become a model of good practice.

We have continued with the two 'streams' of auditing work: quality control in all aspects of the commissioning cycle; and team development in terms of skills and team plan to ensure alignment with the wider CPSS strategic plan. In relation to the former, we have carried out the following during 2022/2023:

QA04 – Peer review (another local authority)

QA05 – Contract end dates on BOrganised matching the contract Resulted in a process being put in place that as soon as the contract/variation is signed this should be uploaded onto BOrganised and at the same time the Contract Manager should be confirming that all end dates are correct on BOrganised.

QA06 – Team plan (concluded recently)

QA07 – Signed original contracts on BOrganised

Quality Assurance work underway:

QA08-annual and total contract values

QA09-document control

Good practice: The team has continued to develop the quality assurance process and have kept in touch with the Council's internal audit in their role as a 'critical friend'. We asked the internal auditor to review the work we had done during 2022 and they obliged and issued a briefing note on 23rd January 2023. The key points were:

Overall, the Service's internal quality assurance process was found to be effective, with robust arrangements in place for reviewing the subject areas highlighted above. Specific conclusions drawn from this testing are as follows:

- Clear, relevant objectives were established ahead of testing
- Sample sizes were appropriate
- The Service intend on developing a live document detailing outstanding recommendations for follow up purposes
- The reporting format was comprehensive and well structured.

Internal Audit suggest the following improvement actions to enhance quality assurance processes:

- Highlight all risks associated with each objective
- Identify specific timeframes and responsible officers for all recommendations made
- Introduce a traffic light system for determining the risk gradings of recommendations with associated expected action timescales
- Retain evidence of recommendations being implemented for record keeping purposes.

Adopting this partnership approach with internal audit means that we are on the “right lines” when it comes to developing our approach to our work. This is good for team morale and confidence and means we can continue to give a good quality service to our commissioning colleagues in these difficult times.

A look ahead to objectives for delivery in financial year 2023-24:

- Development and implementation of a system to capture Community Benefits, Fair Work Practices, Sustainability and Climate data
- A comprehensive review and revision will be completed of the Procurement Manual, including a revision of all associated templates.
- A programme of events will be developed in conjunction with the Supplier Development Programme to facilitate involvement of the local supply chain linked to aims of Community Wealth Building
- A regional procurement group with other Anchor Institutions will be established to support the aims of Community Wealth Building, the group will identify opportunities for regional collaboration

Supporting the local economy

Local Supplier Spend - The Accounts Commission (the public spending watchdog for local government) has a statutory power to specify information that councils must publish about their performance. They do this through statutory performance indicators (SPIs). Each Council collects and publishes its information.

The remit for SPI reporting requirement was amended during 2018-19; with a request that all local authorities report on spend with Core Trade suppliers only. Core Trade being defined as: Suppliers with whom over £1000 has been spent in a 12-month period, that have also been classified as a health, social care, arts, political, religious or trading organization.

Two SPIs relevant to the local economy and procurement related spend are - spend with local suppliers and local SMEs.

The procurement and commissioning of goods and services by local authorities and key anchor institutions is a crucial lever in the building of community wealth. Procurement is one of the five core principles of Community Wealth Building, which will be incorporated into the revised Joint Procurement Strategy for 2023-2026.

The Annual Procurement Report 2022-2023 provides details of spend and percentage of spend with local suppliers, the percentage of spend with local businesses is 35% which is a decrease from 38% in 2021/22, however the value of local spend has increased from £204m to £208m. The percentage remains comfortably above the target, and above the national average.

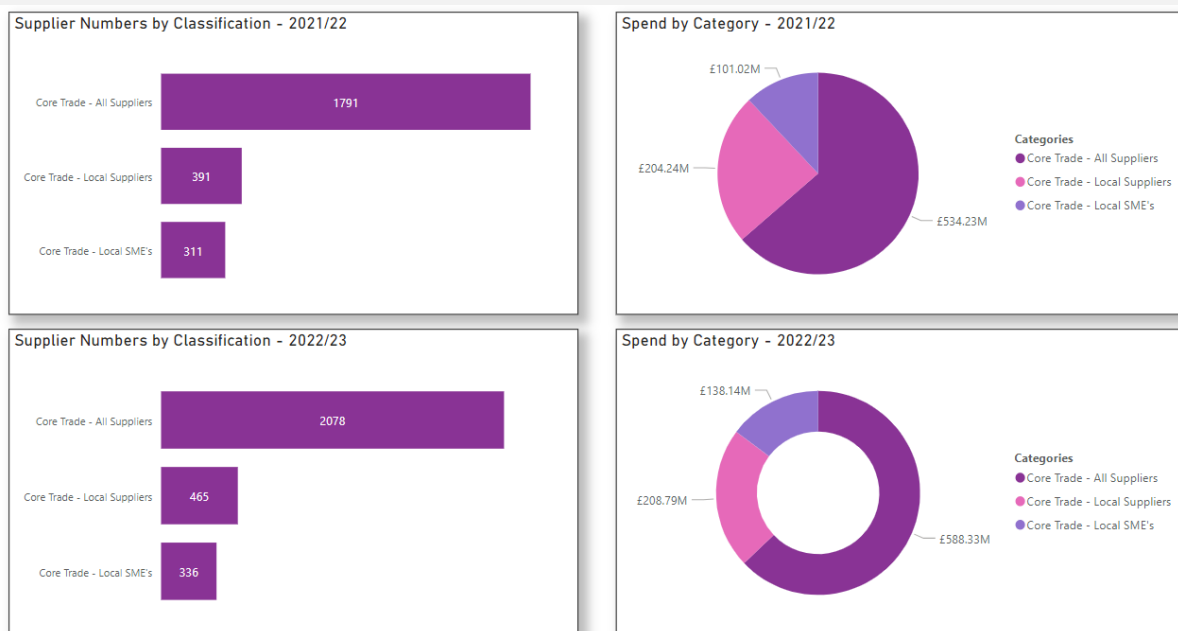
The Commercial and Procurement team have been working in collaboration with officers in City Growth who are leading the Councils Community Wealth Building Group to deliver the CWB Action Plan, this works includes working with the newly

appointed Procurement Development Officer to identify upcoming opportunities from the council's contract pipelines for targeted supplier engagement and support.

Engagement is planned around specific opportunities in the pipeline to encourage the local supply chain to explore public sector opportunities to support building wealth within the local and regional economy, as well as hosting of events providing general advice on how businesses can be supported, helped and grow by supplying the Council or wider public sector locally through direct or sub-contracting opportunities.

The Procurement Development Officer is working closely with local suppliers with support and input from the Commercial & Procurement Service, providing an invaluable service to suppliers locally with dedicated assistance and support on tendering for opportunities

The data on local supplier spend is obtained from Spikes Cavell (Scottish Procurement Hub for publication of annual procurement related spend) and is based on locality and size of business. The table below shows a comparison of core trade spend with local businesses and SME's in financial year 2022-23 and 2021-22:



Categories	21/22 (£)	22/23 (£)	21/22 (% of Total Spend)	22/23 (% of Total Spend)
Core Trade - All Suppliers	£534,234,805	£588,325,940	100%	100%
Core Trade - Local Suppliers	£204,235,014	£208,794,801	38%	35%
Core Trade - Local SME's	£101,017,243	£138,140,474	19%	23%

SME definition as per Spikes is:

Legend	Details
Small	Less than 50 employees, regardless of turnover, or, if the number of employees is unknown, then turnover of less than £5.6m will be taken as an indicator that it is a small enterprise.
Medium	Between 50 and 249 employees, regardless of turnover, or, if the number of employees is unknown, then turnover of greater than or equal to £5.6m and less than £22.8m will be taken as an indicator that it is a medium enterprise.
Large	Greater than or equal to 250 employees, regardless of turnover, or, if the number of employees is unknown, then turnover of greater than or equal to £22.8m will be taken as an indicator that it is a large enterprise.

Spend in the annual report is based on spend by local authority area based on core trade creditors only; the Local authority areas as defined by the ONS (Office of National Statistics); Core-Trade: Suppliers with whom over £1000 has been spent in a 12 month period, that have also been classed as a trading organisation or as a non-trade social care provider.

Supplier Development Programme

The Supplier Development Programme (SDP) was established in 2008, and is a partnership of Local Authorities, Scottish Government and other public bodies that works together to bring free support in all aspects of tendering to Scottish-based SMEs, Aberdeen City have participated in or been supported in hosting the below events by the Supplier Development Programme in the period 01 April 2022 – 31 March 2023.

Tender Training Event - Aberdeen City Council, Aberdeenshire Council & Highland Council Employability Services (Employability DPS) – 11th November 2022

In total, forty-five suppliers pre-registered interest on the SDP website for the Employability DPS event. There were twenty-eight actual attendees on the day. Of those, twenty-four attendees were from twenty unique Scottish SME businesses. Of those, twelve unique Scottish SMEs were based in Aberdeen City Council, three unique Scottish SMEs were based Aberdeenshire Council (No Highland City Council based businesses attended this event)

Tender Training Event - Aberdeen City Council, Aberdeenshire Council & Highland Council Employability Services (Employability DPS) – 7th December 2023

In total, twenty-four suppliers pre-registered interest on the SDP website for the Employability DPS event. There were fourteen actual attendees on the day. Of those, eleven attendees were from ten unique Scottish SME businesses. Of those, seven unique Scottish SMEs were based in Aberdeen City Council, three unique Scottish SMEs were based Aberdeenshire Council (No Highland City Council based businesses attended this event)

Meet the Buyer 2022 - Live Virtual Event 15th June 2022

In total, 1,248 suppliers pre-registered interest on the SDP website for the Meet the Buyer 2022, there were 728 actual attendees on the day, including both exhibitors and individual suppliers. 510 suppliers logged in during the Meet the Buyer 2022 event, and of those 322 were from 278 unique Scottish SME and supported businesses.

Meet the Buyer North 2022 – 7th September 2022

In total, 672 suppliers pre-registered interest on the SDP website for the Meet the Buyer North 2022 event. There were 345 actual attendees on the day. Of these, 238 attendees were from 192 unique Scottish SME businesses.

Section 3 – Community Benefit Summary & Community Outcomes

Statutory Requirement

Section 18(2) (d) of the Procurement Reform (Scotland) Act 2014 requires annual procurement reports to contain: “a summary of any community benefit requirements **imposed** as part of a regulated procurement **that were fulfilled** during the year covered by the report”.

Interpretation

“**Imposed**” has been interpreted to mean community benefit requirements **included** within regulated procurements published in the reporting period. Reporting is intended to capture community benefit inclusion at all stages of incorporation, implementation and fulfilment.

The point at which community benefit requirements are “fulfilled” can be a matter of interpretation. Some community benefits outcomes can take a period of years to complete. “Fulfilled” has been interpreted to include community benefits “**underway**” and “**in process.**” Maximum flexibility is offered to suppliers as to when community benefit requirements commence and are ultimately “fulfilled”. Community benefit requirements and quantities are commonly designed in terms of the total number of outcomes to be delivered over the entire contract term. Suppliers are held to their total community benefit commitments (imposed and volunteered) over the life of the contract

Reporting Period

In the reporting period, the approach to community benefits within procurement activity has been guided by the commitments and aspirations expressed in our Joint Procurement Strategy. Our “Mission Statement” commits to delivery of:

“ethical and sustainable value for money solutions that support the operational needs and wider strategic aims of the councils and the communities they serve to further local and national priorities to the fullest extent possible.”

Beyond mandatory (£4M) and regulated thresholds (£50K for goods and services/£2M for works) the partner councils routinely seek:

“leverage opportunities (including social, economic and environmental value) aligned to the needs and priorities of our communities”

Our themed approach to community benefits continues to evolve and improve in close alignment with the following local and national priorities, As detailed in the Community Benefits Analysis Summary as an organisation we have included, in process or delivered a total of 762 Community Benefits in this period 01 April 2022 – 31 March 2023.

Non-financial efficiencies Community Benefits (CB).

In total, **762** community benefit outcomes were included, are in process or were delivered in the reporting period

396 Community benefit outcomes delivered across Regulated contracts advertised in the reporting period

366 Community benefit outcomes imposed across regulated contracts advertised in the reporting period



17 of 18

Regulated contracts

(94%) included requirements relating to Fair Work Practices (including Real Living Wage).



17 of 18

Regulated contracts

(94%) included Community Benefit requirements

396

Community Benefits

Community benefit outcomes delivered across Regulated contracts advertised in the reporting period

15

Fair Work Practices



Real Living Wage
Gender pay gap



32

Work Experience placements



78

Jobs Created by the Project)



24



Further & Higher Education Engagement Activities



19

School Engagement Activities



103

Developing the Workforce



20

Employability engagement Activities



10

Vacancy Sharing



24

Local Economic Development SME 3rd Sector (Duty to Report)



34

Environmental Wellbeing, Measures, Carbon Reduction, Fuel Poverty & Climate Literacy



8

Prompt Payment through the supply chain



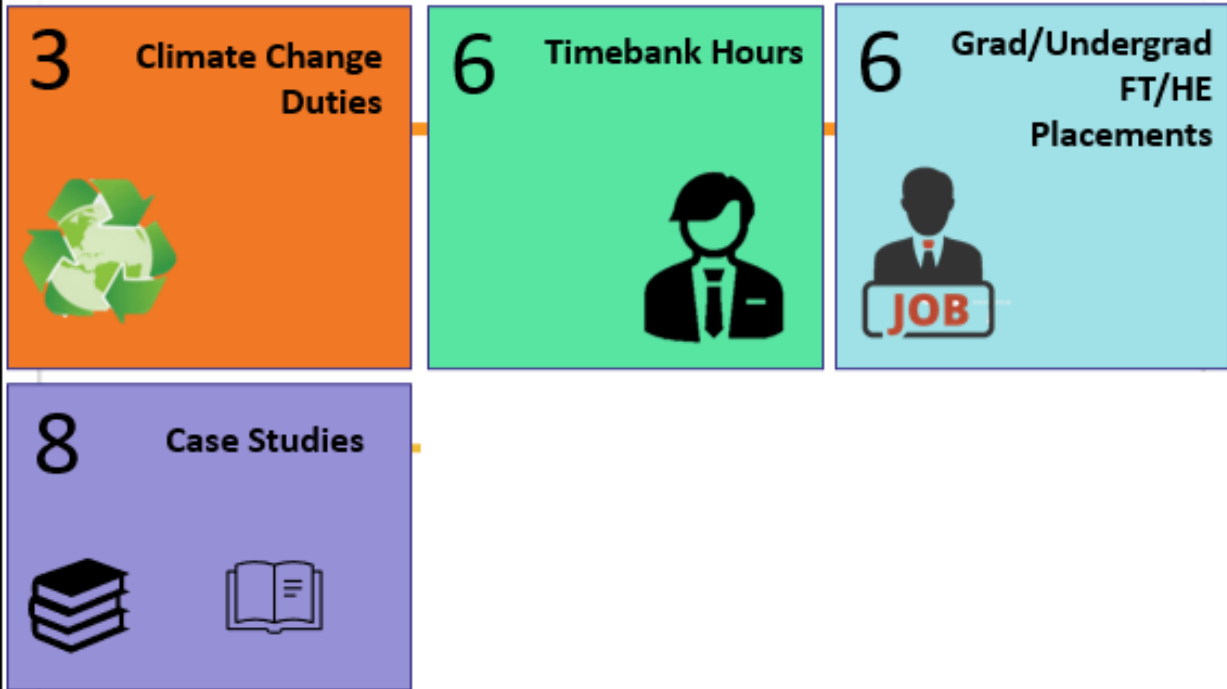
6

Promotion of Adoption and Fostering



Community Benefits

Community benefit outcomes delivered across Regulated contracts advertised in the reporting period



Highlights

- Significant high-quality job & apprenticeship opportunities underpinned by Fair Work considerations
- 364.5 hours of local community/3rd sector support delivered by suppliers in close collaboration with ACVO (Aberdeen's 3rd Sector Interface)
- Supplier donations of £16,200 + materials and equipment intended to benefit a significant number of local community initiatives

In 2022, as part of the community benefits commitments for the Aberdeen Hydrogen Hub project, Aberdeen City Council connected the joint venture team to local charity Scarf, which delivers energy efficiency advice and services to households and businesses across Scotland. Through this introduction, bp funded two full time and one part time frontline advisors for Scarf for a three-year period, delivering in home advice and support services to households in Aberdeen.

BP also funded a UK-wide pilot social innovation programme with Scarf and Energy Services Catapult in 2022 called 'Warm Home Prescription,' which helps people who struggle to afford energy and have severe health conditions made worse by the cold. The service allows them to stay warm and well at home, and out of hospital in winter whilst measures will be trialled to reduce the energy consumption and carbon emissions of their home for winter 2023/24. The programme was particularly successful in the Grampian region. Conversations are underway with Aberdeen City Council to utilise BP's dedicated employee volunteering portal – "WeVolunteer" – to share relevant ACVO opportunities in Aberdeen.

366

Community Benefits

366 Community benefit outcomes imposed across regulated contracts advertised in the reporting period

61

Fair Work Practices



Real Living Wage
Gender pay gap



9

Graduate/Undergrad
/FE/HE Placements



12

School

Engagement

Activities:

Gender/gender

pay gaps &

disability



18

School
Engagement
Activities



39

Work Experience
Placements



77

Developing
the
Workforce



15

Employability
engagement
Activities



61

Environmental
Wellbeing,
Measures,
Carbon
Reduction,
Fuel Poverty &
Climate Literacy



10

Local Economic
Development
SME 3rd Sector
(Duty to
Report)



24

Jobs Created
(Apprenticeships)



13

Community/3rd
Sector Support



10

Promotion of
Adoption/Foste
ring



Community Benefits

366 Community benefit outcomes imposed across regulated contracts advertised in the reporting period



Social Care Community Outcomes Summary 2022/23

The following is an initial step towards developing clarity on how our communities have benefitted from the regulated procurements in 2022/2023:

000-XNEV4856 Abergeldie Care Home: Due to an emergency the team coordinated (ongoing since July 2022) a council and partnership wide response to immediately safeguard individuals and continue to work with the provider to ensure lessons are learned and shared, and to ensure that the service is safe.

Various Care Homes: Enhanced Contract monitoring of providers experiencing difficulties has prevented providers from spiraling and ensured sustainability of the sector.

000-UDTN2484: Penumbra Intensive Housing Support Service In 2021 the Aberdeen Drugs and Alcohol Partnership carried out a series of engagement sessions with stakeholders, including health and social care staff, third sector providers and people with lived experience. Bids for CORRA funding were submitted in line with the themes developed as a result of these sessions, with a commitment from the ADP to match fund any successful projects. As a result, the Intensive Housing Support Service was developed by Penumbra, in partnership with the ADP. The new service was operational from 1 February 2023, providing non-clinical support to individuals and families who are engaging with the Integrated Drugs Team. The service is still in implementation phase, but the expectation is that it will enable people to achieve personal outcomes including positive changes to personal relationships and health and self-care, development of coping strategies and accessing life skills, financial stability and improving educational and employment prospects. The service will also work with families where there is problem drug/alcohol use to ensure issues do not escalate to a level where they are causing trauma and family breakdown, resulting in the necessity of removing children from their family home.

Mental Health and Learning Disability Supported Living Services: One of the outcomes of the review of Mental Health and Learning Disability Accommodation Based Support was *'The accommodation environment will be provided to enable people to live as independent a life as possible including, wherever possible, the location, the size and the type.'* It had been identified that some of the existing accommodation was no longer fit for purpose and was not meeting this outcome. One of these was Berryden Mills, a residential service operated by Archway. The service was experiencing several issues including; Increased levels of challenging and distressed behaviour by some of the residents who live there with evidence that some of them are no longer compatible to live with each other; Numerous and ongoing noise complaints from neighbours and the landlord due to the additional needs, and challenging behaviour of one individual in particular; Continuing issues with heat and ventilation; No easy access to outdoor space, resulting in isolation for the residents. Work was undertaken to develop two new supported living services, Huxterstone Drive (leased from Castlehill Housing Assn) and Cruikshank Court (purchased by Archway), where individuals' quality of life will be improved as a result of: having a safe outside area that will meet sensory needs; improved compatibility matching of individuals; active development of local community links ensuring a holistic person centred approach is used to meet all the individuals'

outcomes positively. The Huxterstone Drive service opened in December 2022 and individuals are due to move into Cruikshank Court in May 2023.

Training & Skills Development Services: Following a joint Aberdeen City/Aberdeenshire review of Training and Skills Development Services carried out in 2021, new contracts were put in place from 1 July 2022. A quarterly contract monitoring report template was developed, and a provider forum established, supporting providers to work in partnership, and develop outcome focussed services. Quarter 1 (October – December 2022) reporting showed that over 1,250 sessions were being delivered each week to 213 individuals. 50% of the services were linking into the community to support volunteering and employment goals and 40% of the services were offering trainee qualifications. The services also reported on ‘good news stories’ including service developments, well-being sessions being delivered, and individuals being involved in community activities.

Good Practice - Independent Advocacy Services: The current contract for Independent Advocacy Services ends on 30 September 2023. To inform the future commissioning of this service the team supported the Partnership to undertake the following activity:

- Establishment of and support to the Project Group which carried out a review of the current service specification to ensure that it supported the Partnership to meet its statutory requirements with regards to the provision of advocacy services.
- Carried out stakeholder engagement via a questionnaire and face to face sessions, ensuring that the service specification reflected the views of stakeholders, including individuals who use advocacy services.
- Undertake a tender, in line with procurement regulations, to identify a provider of Independent Advocacy Services from 1 October 2023.

000-CTMK4331. Intensive support service for children, young people and families.
Includem

One of the aims of this contract was for the provider to be co-located with Aberdeen City Council staff and this has been achieved successfully with the provider operating out of Craigmyle family centre. The provider is active nationally on the campaigning scene and they continue to identify ways in which children and young people can have a meaningful say on the matters that affect them and to know that this achieves change. One young person from Aberdeen contributed to the development of a child friendly version of the National Child Protection Guidance.

000-LYDT4939 Scotland Excel Framework for the provision of residential care, education, short breaks, and day education: This is one of three large national frameworks which local authorities use for the provision of children’s services. Placing children in out of area placements (for residential care and education) is an unavoidable element of children’s social work and there are various pieces of legislation which cover placing children in residential establishments:

- Children (Scotland) Act 1995
- The Residential Establishments - Child Care (Scotland) Regulations 1996

- Children and Young People (Scotland) Act 2014

However, the outcome of the Independent Care Review and the strategic objectives set out in The Promise signal a shift in the balance of care and support from residential placements to investing in the family unit to allow children to remain in the family.

000-JMXR7365. Accommodation based housing support. Turning Point Services Scotland Ltd This service commenced on 1st April 2023 so not enough time has lapsed for any formal report of outcomes. The aim for this service is to develop into a gateway service. As the name implies the intention of the service is to provide a gateway through a supported tenancy to a mainstream tenancy. This approach is in keeping with the Council's own intentions of rapid rehousing of homeless applicants.

Section 4 – Supported Businesses Summary

Statutory Requirement

Section 18(2) (e) of the Procurement Reform (Scotland) Act 2014 requires annual procurement reports to contain: **“a summary of any steps taken to facilitate the involvement of supported businesses in regulated procurements during the year covered by the report”**.

Related Duties

- Engaging with those affected by our procurements;
- Ensuring regulated procurements contribute to the carrying out of our functions/achieving our purposes;
- Acting in a transparent and proportionate manner;
- Policy on the use of community benefit requirements;
- Compliance with the sustainable procurement duty.

Details of the total spend in 2022-2023 with supported businesses is shown below.

Contracted Supported Businesses



Contract with Passion4Social: IT services website design

*(*Contract for services to the Commercial & Procurement Shared Service covering Aberdeen City, Aberdeenshire, Highland Councils)*



Report Images © Norman Rose, Audio Visual Content Officer, Aberdeen City Council

Section 5 – Future Regulated Procurements Summary

Appendix I – Regulated Procurements - 1 April 2022 to 31 March 2023

PCS Document ID	Description	Contract Type	Total Value	Supplier Name	Award Date
727553	Housing Support Service in Very Sheltered Housing	1 Services Contract	£2,291,358	Aberdeen Association of Social Service T/A VSA (GB)	29/03/2023
727545	Housing Support Service in Very Sheltered Housing	1 Services Contract	£2,291,358	Aberdeen Association of Social Service T/A VSA (GB)	29/03/2023
727381	Camphill Young Adults Project Day Service	1 Services Contract	£1,894,936	Camphill Rudolf Steiner School Ltd (GB)	28/03/2023
727375	Support and Advice for Adults with Huntington's Disease	1 Services Contract	£153,699	Scottish Huntington's Association (GB)	28/03/2023
727310	Supported Living Service	1 Services Contract	£7,133,766	Newton Dee Camphill Community Ltd (GB)	28/03/2023
723317	Marischal College Replacement of Internal Luminaires	2 Works Contract	£2,555,250	CHES (GB)	21/02/2023
722866	Award of Bridge of Dee Scour Protection	1 Services Contract	£104,624	Taziker Industrial (GB)	16/02/2023
722091	Award of MULTI TRADE FRAMEWORK - REWIRING TO BOILERS	1 Services Contract	£169,815	Graham Yeats & Son Builders Ltd (GB)	08/02/2023
721253	Supported Living Service	1 Services Contract	£7,133,776	Newton Dee Camphill Community Ltd (GB)	03/02/2023
721187	Digital Transformation Phase 3 Part 1	1 Services Contract	£961,224	Microsoft Limited (GB)	02/02/2023

PCS Document ID	Description	Contract Type	Total Value	Supplier Name	Award Date
721056	Award of Supply of Aluminium columns from the Scotland Excel Framework Street Lighting Materials...	0 Supply Contract	£113,759	Aluminium Lighting Company (GB)	01/02/2023
713715	Skip Hire and Disposal of Contents	1 Services Contract	£1,840,000	EIS WASTE SERVICES LTD (GB)	13/12/2022
715649	Award of Dynamics 365 CRM, Support and Maintenance Service	1 Services Contract	£360,000	Hitachi Solutions (GB)	02/12/2022
713497	Aberdeen City - Accommodation Based Housing Support Service	1 Services Contract	£653,950	Turning Point Scotland (GB)	14/11/2022
711818	SPECIALIST MAINTENANCE AND REPAIRS FRAMEWORK	1 Services Contract	£2,902,710	Zip Water UK (GB) / Orbis Protect Ltd (formerly SitexOrbis Ltd) (GB) / Calpine Ltd (GB) / CAS DUNCAN (GB) / CLR Service and Sales Ltd (GB) / Lanes Group Plc (GB) / Drain Surgeon North East Ltd (GB) / Diamond Drainage Scotland Ltd (GB) / WM Donald Ltd (GB) / KEE Process Ltd (GB) / DAMM Environmental (GB) / Ryan Rainwater Systems Limited (GB) / SKYFORM (SCOTLAND) LTD (GB) / Nucore Group Limited (GB) / Realm Fire & Security Ltd (GB) / Realm Fire & Security Ltd (GB) / ADT Fire & Security (GB) / Aberdeen Technical Services (GB) / Chubb Fire & Security Ltd (Quick Quotes) (GB) / WCS Scotland Ltd (T/A William Carrol AV) (GB) / Northern Steeplejacks (Edinburgh) Ltd (GB) / Mackenzie Fire Protection (GB) / SPIE Scotshield Limited (GB) / WESTEND FLOORING SPECIALISTS LTD (GB) / General & Technical Flooring Services (GB) / FLC Property Services (GB) / WQS WONDERSEAL Ltd (GB) / Lumsden Security (GB) / M.N.Hamilton and Sons (GB) / MAS LTD (GB) / R B Wilson (Electrical) Ltd (GB) / ARROW Industrial Group Limited (GB) / FAAC Entrance Solutions (GB) / Abscaff Ltd (GB) / Aqua Leisure Ltd (GB) / NB ENGINEERING SERVICES (GB) / James Ritchie & Son (Clockmakers) Ltd (GB) / H E Weir & Son (GB) / Facultatieve Technologies Ltd (GB) / PHS Compliance Limited (GB) / Maclin Electric Ltd (GB) / RB Grant Ltd (GB) / Dyce Electrical Ltd (GB) / PHS Compliance Limited (GB)	04/11/2022
712299	Award of ITMC - Technology Equipment Partner	0 Supply Contract	£221,043	Softcat Plc (GB)	03/11/2022

PCS Document ID	Description	Contract Type	Total Value	Supplier Name	Award Date
710956	Radio Frequency Identification (RFID) tags for communal and wheeled bins	0 Supply Contract	£190,000	c-trace Ltd. (GB)	21/10/2022
708963	Award of Supply and Distribution of Milk (SXL 05-21) - Aberdeenshire & Aberdeen City Council	0 Supply Contract	£566,233	Muller UK and Ireland LLP T/A Muller Milk & Ingredients (GB)	04/10/2022
708691	Award of Cashless Catering, Online Payments and Kitchen Management Solutions for Aberdeen City Co...	1 Services Contract	£610,954	ParentPay (GB)	03/10/2022
705455	Provision of specialist play schemes for children	1 Services Contract	£306,750	Autism and Neurodiversity North Scotland (GB)	08/09/2022
705904	Award of Direct Award - Multi Trade Framework - Lot 18 Lift Engineer	1 Services Contract	£75,000	ADL Lift Services Ltd (GB)	06/09/2022
705346	Clinterty Travellers Site-Construction Works	2 Works Contract	£3,346,887	MTM Construction Ltd (GB)	01/09/2022
703111	Award of Aberdeen South Harbour Link Road, DMRB Stage 2/3 and Outline Business Case	1 Services Contract	£1,062,527	Sweco UK Limited (GB)	10/08/2022
702685	Aberdeen Car Club	1 Services Contract	£1,077,000	Enterprise Rent-A-Car UK Ltd (GB)	09/08/2022
702680	Award of Provision of Pay on Foot Solutions for Multi Storey Car Parks	0 Supply Contract	£99,463	Scheidt & Bachmann UK Ltd. (GB)	08/08/2022
702534	Award of Supply of Compostable Food Waste Bags	0 Supply Contract	£251,499	Cromwell Polythene Ltd (GB)	05/08/2022

PCS Document ID	Description	Contract Type	Total Value	Supplier Name	Award Date
701844	Aberdeen Hydrogen Hub: Hydrogen for District Heat Networks	1 Services Contract	£79,900	Arup (GB)	29/07/2022
696892	Replacement Kitchens and Bathrooms Framework	2 Works Contract	£6,960,594	Everwarm Ltd (GB) / Belac Group Limited (GB) / MPS Housing Limited (GB) / Space Solutions (GB)	29/07/2022
700811	Intensive Support Services for Children, Young People, and Families	1 Services Contract	£1,104,000	Includem (GB)	20/07/2022
700154	Award of Digitisation of Parking - Pay and Display	0 Supply Contract	£205,000	Metric Group Ltd (GB)	12/07/2022
698933	Award of Intelligent Street Lighting CMS and Wireless Network Supply, Install and Management - Ex...	1 Services Contract	£414,090	North PB Ltd (GB)	30/06/2022
696535	Award of Provision of First Aid Training	1 Services Contract	£150,000	Grampian Training Services (GB)	10/06/2022
695593	Replacement Programmes of Secondary Construction Elements	2 Works Contract	£15,479,710	Space Solutions (GB) / North Group (GB)	02/06/2022
694886	Award of Community Active Travel project	1 Services Contract	£59,644	Sustrans Ltd (GB)	26/05/2022
694363	Award of Aberdeen Housing Street Lighting	2 Works Contract	£7,417,500	MTM Construction Ltd (GB)	24/05/2022
693639	Collection, Storage and Redelivery of Household Belongings Framework Agreement 2022	1 Services Contract	£280,000	Instant Neighbour (GB)	17/05/2022
693459	Award of Single Supplier Framework for Design and Build of Torry Heat Network (000-JUJU7448)	2 Works Contract	£10,169,802	Vital Energi Utilities Ltd (GB)	16/05/2022

PCS Document ID	Description	Contract Type	Total Value	Supplier Name	Award Date
692874	South College Street Junction Improvements (Phase 1)	2 Works Contract	£4,422,328	W M Donald Ltd (GB)	10/05/2022
691002	Award of Supply of Aluminium Columns	0 Supply Contract	£95,800	Mallatite Limited (GB)	22/04/2022
690992	Award of Supply of LED Lanterns - Aberdeen Phase 9	0 Supply Contract	£282,621	Orangetek Ltd (GB)	22/04/2022
690052	Provision of Counselling Services for Schools	1 Services Contract	£1,864,000	Mental Health Aberdeen (GB)	12/04/2022
689623	Aberdeen Hydrogen Hub Strategic Partnership	0 Supply Contract	£215,000,000	BP (GB)	07/04/2022
689745	Collection, Storage and Redelivery of Household Belongings Framework Agreement	1 Services Contract	£443,000	Instant Neighbour (GB) / Steven James MacDonald T/A SJM Removals & Storage (GB)	07/04/2022
672858	Transported School Meal Deliveries	1 Services Contract	£948,000	Sheridan Myers Management Services LLP (GB) / Kininmonth Cabs Ltd (GB) / Gus's Taxis (GB)	07/04/2022
689426	MULTI TRADE FRAMEWORK	1 Services Contract	£367,829	Graham Yeats & Son Builders Ltd (GB) / SKYFORM (SCOTLAND) LTD (GB) / Rae Brown & Co Ltd (GB) / Burns Construction (Aberdeen) Ltd (GB) / Space Solutions (GB) / M.N.Hamilton and Sons (GB) / Anderson Specialist Contracting (GB) / Angus Decorating Co. Ltd. (GB) / Richard Irvin FM Limited (GB) / Hutcheon Services (GB) / RB Grant Ltd (GB) / Dyce Electrical Ltd (GB) / Mitie Technical Facilities Management (GB) / Nucore Group (GB) / R B Wilson (Electrical) Ltd (GB) / Maclin Electric Ltd (GB) / Grange Energy Services Limited (GB) / Field Engineering Services Ltd (GB) / Orona Limited (GB) / ADL Lift Services Ltd (GB) / Oteac Fire & Security (GB) / Westend Glass & Glazing Ltd (GB) / Crest Glazing Ltd (GB) / MAS LTD (GB) / William Rae (Aberdeen)LTD (GB) / John G Baird Limited (GB) / A & B BUCHAN LIMITED (GB) / Briggs Amasco (GB) / Cromarty Firth Marine Services (GB)	07/04/2022
689083	Award of Multi Trade Framework: Lot 28 Rope Access - Housing	1 Services Contract	£439,448	MAS LTD (GB)	04/04/2022

PCS Document ID	Description	Contract Type	Total Value	Supplier Name	Award Date
689059	Award of MULTI TRADE FRAMEWORK: LOT 14 - REWIRES TO VOID PROPERTIES	1 Services Contract	£1,916,438	Maclin Electric Ltd (GB)	04/04/2022
689016	Event Production Services	1 Services Contract	£245,885	Live Event Management LTD (GB)	01/04/2022

Appendix 2 – Future Regulated Procurements 2023 - 2025

Contract Name	Type of Contract	Estimated Contract Notice Publication Date	Estimated Contract Value	Comments
Compostable Food Waste Bags Supply	Mini comp under SXL	01/06/2023	£57,906	
Oxygen Supplier incentive service	Direct Award	01/07/2023	£250,000	
Cash in Transit	Renewal	01/04/2024	£185,000	
Payment processing services	Direct Award	01/05/2023	£180,000	
Contract for the provision of legal services	Mini Competition	01/05/2023	£1,600,000	
Banking Services	Renewal	01/05/2023	£232,000	
Sherriff Officer	Renewal	01/11/2023	£1,500,000	
Treasury Management Services	Min-comp under ESPO	01/02/2024	£68,000	
Purchase Cards	Renewal	01/07/2024	-£24,000	
Groceries & Provisions	Call Off	01/11/2023	£2,400,000	
Keyholding and Out of Hours Emergency Response	Call Off	01/01/2024	£48,000	
Security Services - Customer Services (000-FRTV5558)	Extension	01/09/2023	£666,968	
Security Services - Housing (000-KFXX6234)	Extension	01/09/2023	£209,875	
Security Services - Taxi Marshalling (000-DCEV3581)	Extension	01/09/2023	£259,209	
Energy Efficiency Information, Support and Advice Service	Extension	01/03/2024	£600,000	
National Assistance Funeral Services	New Procurement	01/04/2024	£92,000	
Evacuation Chair Maintenance	Renewal	01/05/2024	£24,260	
Supply and Installation of an Integrated CCTV Control System for Aberdeen (000-WJYG9537)	Extension	01/08/2024	£412,000	
EV Charging Points (Public) (all Councils)	New Procurement	30/09/2023	£7,000,000	
Tyres and related services	Direct Award	01/10/2023	£234,000	
Breakdown Service, Maintenance & Repairs for vehicles	New Procurement	30/06/2023	£15,000	
Hydraulic Hoses	New Procurement	01/08/2023	£128,840	

Contract Name	Type of Contract	Estimated Contract Notice Publication Date	Estimated Contract Value	Comments
Livery	New Procurement	01/08/2023	£10,000	
TPMS - Wheely Safe Ltd	Renewal	01/08/2023	£14,000	
Food Waste Replacement Vehicle	Direct Award	31/08/2023	£205,000	
Purchase of Standard and Specialist Vehicles	Renewal	02/06/2023	£200,000	
Lord Provost's New Car	Renewal	01/10/2024	£27,000	
Bulk Print, Managed and Hybrid Mail	New Procurement	31/07/2023	£3,003,000	
Managed Print Fleet Service	New Procurement	31/07/2023	£3,967,000	
Operator - Torry Heat Network	New Procurement	01/09/2023	£5,000,000	
Voids DPS	Mini Competition	01/05/2023	£10,000,000	
Union Street Housing	Mini Competition	01/04/2023	£2,000,000	
Craigshaw Drive	New Procurement	01/06/2023	£900,000	
Tree Works_2022	New Procurement	01/12/2023	£500,000	
Inspection, Servicing and Maintenance of Technical Machinery and Equipment	Renewal	21/06/2023	£93,850	
Structural Engineering Consultancy	Renewal	01/08/2023	£1,520 000	
Mechanical and Electrical Engineering	New Procurement	01/10/2023	£2,000,000	
Structural Testing of Lighting Columns	Renewal	01/07/2023	£100,000	
Plants / Horticultural Supplies	New Procurement	01/10/2023	£100,000	