

Annual Procurement Report 2017-18

Report by Gary Fairley, Head of Finance & Integrated Service Support

1 Purpose of Report

This report seeks approval and publication of the annual procurement report for 2017-18

2 Background

Where a public organisation is required to prepare a procurement strategy or review an existing one, for example, and if it has an estimated value of regulated procurement spend of £5 million or more (excluding VAT) in a financial year, it must also publish an annual procurement report.

The Procurement Reform (Scotland) Act 2014 sets out what, as a minimum, each annual procurement report must contain.

The annual procurement report should be relevant and proportionate, providing transparency of its purchasing activities. The annual report monitors the authority's regulated procurement activities against delivery of its procurement strategy and should be published as soon as reasonably practicable after the end of the financial year.

This first annual procurement report to be published will be based on the 2017-2018 financial year and should also include the period from 1 January 2017 to the start of the financial year.

3 Annual Report on Procurement in Scotland

After the end of each financial year, Scottish Ministers must prepare a report based on the information contained in the published annual reports from public organisations. This is called the Annual Report on Procurement in Scotland.

4 Legislative Requirements

The Procurement Reform (Scotland) Act 2014 lists the minimum requirements that the annual procurement report must contain, as follows:

- a) A summary of the regulated procurements that have been completed during the years covered by the report,
- b) A review of whether those procurements complied with the authority's procurement strategy,

- c) To the extent that any regulated procurements did not comply, a statement of how the authority intends to ensure that future regulated procurement do comply,
- d) A summary of any community benefit requirements imposed as part of a regulated procurement that were fulfilled during the year covered by the report,
- e) A summary of any steps taken to facilitate the involvement of supported businesses in regulated procurements during the year covered by the report,
- f) A summary of regulated procurements the authority expects to commence in the next two financial years,
- g) Such other information as the Scottish Ministers may by order specify.

3.1 Resource

There are no direct resource implications as a result of this report

3.2 Risk

There are no direct risks as a result of this report

3.3 Single Midlothian Plan and Business Transformation

Themes addressed in this report:

- Community safety
- Adult health, care and housing
- Getting it right for every Midlothian child
- Improving opportunities in Midlothian
- Sustainable growth
- Business transformation and Best Value
- None of the above

3.4 Impact on Performance and Outcomes

This report does not impact Midlothian Councils and wider partners performance and outcomes

3.5 Adopting a Preventative Approach

This report does not impact actions and plans in place to adopt a preventative approach

3.6 Involving Communities and Other Stakeholders

Relevant staff has been consulted during the development of the annual procurement report

3.7 Ensuring Equalities

No equality issues as a result of this report

3.8 Supporting Sustainable Development

There is no sustainability issues associated with this report.

3.9 IT Issues

There are no IT issues arising from this report

4 Recommendations

It is recommended that Council:

- a) Note the content and endorse this report

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Background Papers: