

Dundee City Council



Annual Procurement Report

1 April 2023 - 31 March 2024



1. Contents

1. Contents
 2. Introduction and Background
 3. Dundee City Council Context
 4. Summary of Regulated procurements completed
 5. Review of procurement compliance
 6. Community Benefit summary
 7. Supported Business summary
 8. Future Regulated Procurements Summary
- Appendix 1 Contracts Awarded
- Appendix 2 Community Benefits Update
- Appendix 3 Future Regulated Procurement Summary
- Appendix 4 Scottish Model of Procurement and Collaborative Working

2. Introduction and Background

Dundee City Council launched a Procurement Transformation Programme in December 2022, and the Corporate Procurement Team is now coming towards the end of a period of restructuring and adaptation. To reflect the transformation process, a single year Procurement Strategy was approved by the Council to cover the financial year 2023/2024.

Section 18 of the Procurement Reform (Scotland) Act 2014 (the Act) requires any public organisation obliged to publish a procurement strategy and to prepare an annual report on its regulated procurements. This report covers the period from 1st April 2023 to the end of the Council's financial year on 31st March 2024.

The Corporate Procurement Strategy sets out the strategic aims and objectives that will improve, innovate and transform how the Council procures goods and services in support of the Council's objectives. The Procurement Strategy describes how procurement activity will contribute to the overall Council objectives contained in the Dundee City Council Plan 2022-27.

The priorities and outcomes for Corporate Procurement are:

- To obtain value for money from every purchase
- To make Dundee City Council a prized customer
- To be lean and efficient in our procurement
- To achieve social, economic and environmental goals
- To trade only with suppliers who behave ethically

The Annual Procurement Report also includes the following information as required by the Procurement Reform (Scotland) Act 2014.

- a. a summary of the regulated procurements that have been completed during the year covered by the report,
- b. a review of whether those procurements complied with the authority's procurement strategy,
- c. the extent that any regulated procurements did not comply, and a statement of how the authority intends to ensure that future regulated procurements do comply,
- d. a summary of any community benefit requirements delivered 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 the 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.

This report relates to all regulated procurements.

3. Dundee City Council Context

The Council Plan 2022-27 sets out how the Council will play its part in achieving the vision set out in the City Plan. Over this period, the Council will build on the strong partnerships that already exist across the public, private, education and third sectors.

The Council's top priorities are directly supported by the council services. Corporate Procurement provides a centralised service to our clients by making sure their requirements for goods, services and works are procured in the most effective and efficient way to maximise the achievement of best value. There is also a Contracts Team who manage contracts on behalf of the Dundee Health and Social Care Partnership. A separate regulatory framework exists for Health and Social Care.

The Procurement Strategy lists in detail the ways in which Procurement will support the delivery of the Council Plan objectives

Council Objective	How Procurement will contribute
Reduce child poverty and inequalities in incomes, education and health	<ul style="list-style-type: none"> • Promote fair work practices and the Scottish living wage in our procurement processes. • Develop a dynamic community wish list that can be fulfilled through the use of community benefit clauses in procurement exercises. • Provision and ongoing development of procurement routes in support of the Scottish Welfare Fund • Encourage suppliers and contractors to recruit modern apprentices and graduate trainees. • Utilise Community Benefit clauses within procurement activity to provide work experience, mentoring and other learning opportunities.
Deliver Inclusive Economic Growth (including Community Wealth Building)	<ul style="list-style-type: none"> • Continue to develop our work in driving social and economic sustainability principles into our procurement in a relevant and proportionate manner with a particular focus on embedding community benefit clauses within all our contracts, where this is appropriate • Encourage participation in tendering opportunities by including lotting within tender documents, to increase opportunities for SMEs to participate • Work with the Supplier Development Programme (SDP) to assist locally based SMEs and Third Sector organisations in bidding for tender opportunities. • Ensure that our own procurement procedures are as accessible as possible for SMEs and Third Sector organisations and that we don't create unnecessary barriers to participation. • Support partner organisations by providing a procurement service

<p>Tackle Climate Change and Reach Net Zero Emissions by 2045</p>	<ul style="list-style-type: none"> • Incentivise contractors to bring forward sustainable solutions to deliver contracts, using outcome specifications where practical. • Ensure sustainability is considered in developing the specification for every procurement. • Continue to utilise the Scottish Government's sustainability tools to identify sustainable risks and opportunities relevant to our spend profile including reducing carbon emissions and greenhouse gases, maximising recycling and reuse and the avoidance of hazardous materials.
<p>Build Resilient and Empowered Communities</p>	<ul style="list-style-type: none"> • Increase engagement with local suppliers and contractors at the early stages of procurement processes, ensuring that our specification is deliverable and the best route to market is chosen. This will be one that provides best value for the Council in a way that includes opportunities for involvement by those organisations that wish to play a part, either in a main or sub-contracting role. • Working to develop Third Sector and generative organisations to become part of the Council's supply chain, to meet the needs of our operations where possible.
<p>Design a Modern Council</p>	<ul style="list-style-type: none"> • To become a modern Council, we must also be a learning Council. Corporate Procurement will provide engagement routes with local organisations and companies and ensure that through early pre-procurement involvement, Council services are appraised of best practice and innovative solutions from the private sector. • By using outcome specifications, we will encourage suppliers to deliver innovative solutions to our needs • The procurement function itself is changing and is becoming much more driven by data analysis. Corporate Procurement will engage with this and ensure that the Council is in a position to take advantage of opportunities provided by emerging technology. • We will link to our key suppliers using technology, to give the Council greater visibility of the suppliers' stock levels and delivery schedules and allow those suppliers to have greater visibility of future demand levels.

The Scottish Government provides an analysis tool for all public sector organisations and this is managed by DXC Technology. Each year the Council uploads spend data to the DXC Scottish Procurement Hub and this in turn provides analysis for the Council in terms of spend categorization, spend with local suppliers, spend with small and medium suppliers, etc. This year the Council amended the upload methodology to include a range of spend previously omitted from the analysis. Many of the figures contained in the annual procurement report are taken from this analysis and the different levels of spend included this year in comparison to previous years, is a result of the changes we have made to the spend included in the analysis.

Purchases	2022/2023	2023/2024
Total Spend	£214.4m	£327m
Total number of suppliers	3,271	3,473

Procurement activity within the Council, has continued with a centralised approach, from both a Procurement and Payments perspective, although those two functions are now managed as separate teams.

Public Procurement Processes generally have a reputation for favouring large suppliers. The Public Sector is rightly a demanding customer, but for Dundee City Council contracts, the aim is to ensure that the contract requirements are always proportionate both to the size of the contract and the complexity and risk of the commission being undertaken. Where possible, the City Council will seek to divide larger contracts into lots, to allow smaller suppliers an opportunity to bid.

Supplier and Contractor size	2022/2023	2023/2024
SME (small and medium enterprise) suppliers	1,359	1,160
SME Spend	43%	45%

The regulatory framework that public procurement operates under is aimed at providing equal access to contracts across the UK. The UK are members of the Government Procurement Agreement (GPA) and for procurements above the GPA thresholds, equal access is granted to the 48 countries who are members of the agreement. While operating within the regulatory framework, Dundee City Council encourages participation by local companies and organisations in line with the Council's ambitions for promoting local economic growth and Community Wealth Building. One of the ways the Council does this is through engagement with local companies and organisations, including the annual Tayside 'Meet the Buyer' event, held in Dundee.

Supplier and Contractor Geography	2022/23	2023/2024
No of Local Suppliers (Dundee City)	632	562
Local Suppliers (Dundee City) as a percentage of whole	19.3%	16.1%
Local Spend (Dundee City)	£83.6m	£151.6m
Local Spend (Dundee City)	39%	46.4%

Supported Businesses play an important part in Scotland's economy, giving opportunities not available within mainstream employment. Dundee City Council provide assistance to supported businesses in a variety of ways, and this includes procurement, where they make up a small but niche part of the supplier mix.

Supported Businesses	2022/2023	2023/2024
Value of Spend	£636k	£845k
Percentage of Total Spend	0.3%	0.1%

It is important that the Council's suppliers and contractors are paid accurately and in good time. Given the large number of payments made by the Council each year, the process needs to be highly automated, and every opportunity is examined to use modern payment methods of getting payments to suppliers as quickly and efficiently as possible.

Dundee City Council payments	2022/2023	2023/2024
Total number of invoice payments	109,589	111,145
Invoices paid by electronic means	109,589	111,145
Value of invoices paid by electronic means	£214.4m	£327m
Invoices paid within 30 days	90%	90%
Dundee supplier invoices paid within 30 days	94%	94%
Dundee supplier invoices paid within 14 days	90%	88%

4. Summary of Regulated Procurements Completed

A regulated procurement is any procurement for supplies or services with a value over £50,000 and for works contracts with a value of over £2 million. A regulated procurement is completed when the contract is awarded, and an award notice is published on Public Contracts Scotland web portal. This procurement activity is in line with Dundee City Council's Corporate Procurement Strategy.

Dundee City Council makes use of existing framework agreements where this provides best value. Framework agreements provide a legally compliant route to market previously advertised through the channels required by procurement legislation. The use of framework agreements is part of the Scottish public sector procurement landscape, with the Scottish Government putting national frameworks in place for the whole of the Scottish public sector and Scotland Excel placing national frameworks for the local authority sector.

Dundee City Council completed 40 regulated procurements with an estimated value of £63m during the period of the report. The table below shows a summary of regulated procurement activity:

Period 1 st April 2023 to 31 st March 2024	
Number of Regulated Procurements completed	40
Estimated value of all completed Regulated Procurements	£63.2m
Estimated savings from awarded contracts	£1.69m
Number of light touch contracts awarded	0

Appendix 1 shows all Regulated Contracts awarded by Dundee City Council directly between 1 April 2023 and 31 March 2024

5. Review of Procurement Compliance

Mandatory Requirements of the Procurement Reform Act (Scotland) 2014 and Statutory Guidance Obligations lay out some mandatory requirements which the Procurement Strategy (2023 to 2024) includes, how the organisation intends to make sure that its regulated procurements will contribute to the carrying out of its functions and the achievement of its purposes, by:

- Working under this strategy's guidance will ensure procurement is delivered in a compliant, effective, and efficient manner, provide a clear action plan for improvement and contribute to wider council objectives and priorities.
- Ensuring there is early engagement and clear communication channels between the Council Services and Corporate Procurement we will assist in achieving best value.
- The strategy will be monitored and reported as per the Monitoring, Reviewing and Reporting on the Strategy section of the strategy document, to make sure the key objectives are delivered, and best value is secured.

Objective	Performance against Objective
Savings and Added Value	<p>Compliant against:</p> <ul style="list-style-type: none"> • Maximise the use of existing Category A, B and C1 contracts and framework agreements. This in itself is not a guarantee of best value. • All requirements are evaluated using Most Economically Advantageous Tender criteria • Lots considered for all procurements, where appropriate, including lots to promote SME/Third Sector and Supported Business participation • Maximising the impact of contracts with the inclusion of Community Benefit Clauses • Challenging the need and demand management • Consulting and engaging with those affected by its procurements by engaging with internal and external stakeholders through various approaches, including but not limited to – working directly with client services, Meet the Buyer events, Supplier Development Programme <p>Key Future Workstreams:</p> <ul style="list-style-type: none"> • Introduction of formal sourcing strategies for all regulated tender processes, underpinned by category strategies and an updated overarching procurement strategy. • A Procurement Steering Group, comprising key members of senior staff, will be established to review all category and sourcing strategies, and to drive and support initiatives for procurement savings, as well as sustainability and local economic impacts. • Savings targets to be implemented to impact on revenue budget 2025/26

Objective	Performance against Objective
Legal Compliance and Governance	<p>Compliant Against:</p> <ul style="list-style-type: none"> • The Council's Standing Orders and Tender Procedures apply to all contracts made by or on behalf of the Council for the execution of works, the supply of goods and materials and the provision of services • Procurement Team provides training and guidance to Officers on procurement process • Internal Audits ensure Officers are compliant with procurement process • Tender opportunities advertised on Public Contracts Scotland advertising portal for regulated procurements • Engagement with the Supplier Development Programme to help support SMEs to bid for Council contracts • All procurement activity undertaken must comply with the above process and procedures which secures compliance with the Act and Statutory Guidance

	<p>Key Future Workstreams:</p> <ul style="list-style-type: none"> • Not all regulated spend can be attributed to compliant contracts. This is due in some measures to aggregation of smaller purchases and in others, to a failure to give notice of awards, particularly within framework agreements. This will be addressed through staff training and more complete and frequent reporting of procurement activity • Percentage spend with contracted suppliers is a key performance indicator for corporate procurement but has not previously been calculated. This will be reported within future Annual Procurement Reports
--	---

Objective	Performance against Objective
Sustainable Procurement Duty	<p>Fully Complied:</p> <ul style="list-style-type: none"> • Incorporated Sustainable Procurement objectives within the Corporate Procurement Strategy <p>Key Future Workstreams:</p> <ul style="list-style-type: none"> • Category strategies will create a detailed framework for relevant sustainability goals and those will be implemented through individual sourcing strategies • The procurement team is working with the Scottish Government to undertake the Flexible Framework exercise and embed the Sustainable Public Procurement Prioritisation tool (SPPPT) • The procurement team will roll out the use of the SPPPT for appropriate categories across the council.

Objective	Performance against Objective
Community Benefits	<p>Fully Complied:</p> <ul style="list-style-type: none"> • Dundee City Council's Community Benefit through Procurement Policy has been in place since 2012, with an update approved by Committee as part of the Annual Procurement Report and is also embedded within the Community Wealth Building Action Plan. While community benefits must be considered for all procurement processes at or above £4 million in value the sustainable procurement duty may result in the inclusion of community benefit requirements at lower thresholds. Dundee City Council has adopted the approach to consider the inclusion of Community Benefits in all procurements over £100,000, where appropriate. <p>Key Future Workstreams:</p> <ul style="list-style-type: none"> • Continue to maximise the social and economic impact of the major developments across the city being led by the council • Making better use of council spend data and grow local tool to better monitor and track council spending with local and generative business

	<ul style="list-style-type: none"> The Community Wealth Building Strategy will be developed to maximise the impact of Dundee City Council's procurement spend on the local economy.
--	--

Objective	Performance against Objective
Living Wage	<p>Fully Complied:</p> <ul style="list-style-type: none"> Payment of a living wage - to persons involved in producing, providing or constructing the subject matter of regulated procurements. Fair Work First criteria is included in all relevant procurement exercises Dundee City Council is an accredited Living Wage employer and as part of our accreditation carry out an annual review of all in scope contracts to assess the number of individuals not being paid the Scottish living wage. An action plan is then developed. <p>Key Future Workstreams:</p> <ul style="list-style-type: none"> Continuing the work already started with major private sector employers and business organisations such as the Chamber of Commerce & Scottish Enterprise to build further commitment to the Living Wage and Fair Work in Dundee

Objective	Performance against Objective
Promoting compliance with Health & Safety within contracts	<p>Fully Complied:</p> <ul style="list-style-type: none"> Promoting compliance with health and safety at work, including how a supplier/sub-contractor demonstrates compliance. Health and safety criterion forms part of the evaluation for all relevant and appropriate contracts. This element is a pass/fail criterion within the selection stage (SPD).

Objective	Performance against Objective
The procurement of fairly and ethically traded goods and services	<p>Fully Complied:</p> <ul style="list-style-type: none"> Ethically traded goods and services are considered for all appropriate contracts

Objective	Performance against Objective
Community Health and Wellbeing and Animal welfare in Procurement of food	<p>Fully Complied:</p> <ul style="list-style-type: none"> Procurement requirements relating to Food procurement focus on nutritional quality, health and wellbeing, minimising environmental impact such as packaging and sourcing as well as the application of appropriate animal welfare standards in accordance with all relevant legislation. <p>Key Future Workstreams:</p> <ul style="list-style-type: none"> Corporate Procurement will review all catering contracts used to identify opportunities to improve food quality and sustainability

Objective	Performance against Objective
-----------	-------------------------------

<p>Payment of invoices within 30 days</p>	<p>Fully Complied</p> <ul style="list-style-type: none"> • The provision of prompt payment – no later than 30 days after invoice by the organisation to a supplier and/or sub-contractor, or by a sub- contractor to a sub-contractor. Prompt payment clauses requiring a 30-day payment term are embedded within our contractual terms and conditions. • The Council achieved 90% of all invoices being paid within 30 days, with 111,145 invoices paid in 2023/24 <p>Key Future Workstreams:</p> <ul style="list-style-type: none"> • Further development of Purchase to Pay processes and systems are already underway
--	--

6. Community Benefits Summary

Community Benefits in Dundee City Council are well established with a Community Benefit through Procurement Policy in place since 2012, and a refreshed policy approved by Committee in June 2018. While community benefits must be considered for all procurement processes at or above £4 million in value the sustainable procurement duty may result in the inclusion of community benefit requirements at lower thresholds. Dundee City Council has adopted the approach of considering the inclusion of Community Benefits in all procurements over £100,000 where appropriate.

A Summary of Construction Activity from April 2023 to March 2024

Supplier Development	
Local actual Construction Spend (within 35 miles and 40 miles with MP3 and SCAPE contracts)	£36,186,337
Average Percentage of total Spend which was local (within 35 miles)	74%
Average Local Labour (within 35 miles)	81%
Employment and Skills	
Employment Opportunities Created	27
New Start Employment Opportunities (previously unemployed, redundant, graduates or new entrants)	8
Project Initiated Modern Apprenticeships	4
Existing Modern Apprentices	27
Work Experience Opportunities	19
Awareness Raising Activity	
Awareness Raising Events and Activities Delivered	46
Individuals Supported through Awareness Raising	3,087
Environmental Outcomes	
Environmental Activities or Events	22
Individuals Supported through Environmental Activities	254
Community Wishes	
Community Wishes within Capital Programmes	7

Appendix 2 provides more details of some of the activities which have been undertaken within construction contracts and provides examples of non-construction activity Community Benefits.

7. Supported Business Summary

Supported Businesses make an important contribution to the Scottish economy, through the goods and services they deliver, but also by providing meaningful employment, training and social support for those who may otherwise be excluded from the workplace.

This is an important element of the sustainable procurement duty and the steps taken by the organisation to facilitate the involvement of supported businesses in regulated procurements will therefore be helpful to demonstrating compliance with that duty.

Dundee City Council has taken a proactive approach in working with Dovetail Enterprises, a Dundee based supported business. Key activities have been the sourcing and supply of furniture and other household goods for clients of the Scottish Welfare Fund, as well as furniture supply for Council establishments. Spend with Dovetail Enterprises over the period 2022/23 was £636,133. This spend has assisted in both sustaining and creating new employment opportunities within Dovetail. Further supply chain integration opportunities continue to be explored with other supported businesses. Dundee City Council is fully committed to considering opportunities for Supported Business, wherever possible.

8. Future Regulated Procurement Summary

Appendix 3 – details the upcoming tenders to be undertaken by Dundee City Council in the coming two years.

Appendix 1 – Summary of Regulated Procurements awarded between 1 April 2023 and 31 March 2024

Document ID	Published Date	Title	Contract Awarded To	Total Value
756945	19/02/2024 16:50	TENDER FOR FRAMEWORK OF THE SURVEY AND/OR REMOVAL OF TREES FOR ASH DIEBACK	Euroforest (GB) / Tivoli Group Ltd (GB) / Tivoli Group Ltd (GB) / Tivoli Group Ltd (GB) / LJX Ltd (GB) / Euroforest (GB) / Tivoli Group Ltd (GB) / Euroforest (GB) / LJX Ltd (GB) / Euroforest (GB) / LJX Ltd (GB) / Tivoli Group Ltd (GB) / LJX Ltd (GB) / RSK ADAS Limited (GB)	£450,000.00
756976	02/02/2024 09:49	Award of MINI COMP via CCS FRAMEWORK RM6116 RE THE INSTAL OF FIBRE INTERNET, NETWORK AND SECURITY	Commsworld Ltd (GB)	£1,600,117.00
753843	29/12/2023 09:05	Insurance Services to Dundee City Council	Travelers Insurance (GB) / Zurich Municipal (GB) / Zurich Municipal (GB)	£14,057,876.00
750835	17/11/2023 16:05	Tender for Dundee Airport to London Air Services Public Service Obligation	Loganair Limited (GB)	£12,432,510.00
745298	20/09/2023 12:20	Periodic Inspection and Testing Of Stage Lighting	Northern Light Stage & Technical Services Limited (GB)	£139,020.02
740933	06/09/2023 14:06	Bespoke Landmark Sculptures at Broughty Ferry and Monifieth	Lee James Simmons Limited (GB)	£100,000.00
743013	29/08/2023 10:01	Inspection & Testing of Automatic Barriers	IC Fire & Security Limited (GB)	£51,325.00
738528	12/07/2023 10:31	Award of MINI COMPETITION UNDER NHS DIGITAL WORKPLACE SOLUTIONS FRAMEWORK AGREEMENT SBS/19/AB/WAB...	Proact (GB)	£227,986.42
732259	29/06/2023 14:20	Service Provision of Numeracy Learning for Adults Aged 19 and Over	Dundee & Angus College (GB)	£400,000.00
734397	05/06/2023 15:53	Award of EAST END CAMPUS, DUNDEE ACTIVE TRAVEL ROUTES	Jacobs U.K. Limited (GB)	£59,995.00
733675	30/05/2023 10:05	Supply, Delivery and Installation of Scaffolding Framework	Access Solutions Scaffolding Contracts Ltd (GB) / Dundee Plant Company Limited (GB) / Form Access Ltd (GB) / IAS Dundee Ltd (GB) / KC SCAFFOLDING LTD (GB)	£1,900,000.00
731744	11/05/2023 08:50	Service and Maintenance of Sprinkler Protection Systems	Emtec Fire Systems (GB)	£208,888.00
731150	03/05/2023 14:58	Award of Mini Competition via SXL Framework for the Supply and Delivery of Plumbing and Heating M...	Wolseley UK Ltd (GB)	£885,968.12
731112	03/05/2023 13:49	Award of Mini Comp via SXL Framework for the Supply and Delivery of Plumbing and Heating Materials	William Wilson LTD (GB) / Wolseley UK Ltd (GB) / City Plumbing Supplies Holdings Limited (GB)	£369,373.44

730852	01/05/2023 11:52	Award of T1090 - MINI COMPETITION FOR DRYBURGH 2ND WEINDO REPLACEMENT AS PER DCC FRAMEWORK PROC/C...	Sovereign Group Limited (GB)	£241,504.44
730296	25/04/2023 13:50	Repair and Maintenance of Chilled and Hot Water Drinking Appliances and Associated Equipment	Lovats Catering Engineering Services Ltd (GB)	£118,527.00
	01/06/23 (Contract Start)	Microsoft Aggregation Agreement	Phoenix Software	£822,375.36
	28/11/23 (Contract Start)	Perimeter Defence Plan	Softcat	£480,000.00
	1/03/24 (Contract Start)	Desktop Client Services	Hewlett Packard	£62,370.00
	01/04/24 (Contract Start)	Mobile Voice and Data Services	Vodafone	£123,054.00
	1/09/23 (Contract Start)	Desktop Client Services	Hewlett Packard	£58,903.00
	8/01/24 (Contract Start)	Installation of fibre internet in schools	Commsworld	£2,475,092.00
	1/04/24 (Contract Start)	Provision of Seesaw Application	Seesaw	£99,498.92
	22/03/24 (Contract Start)	Supply of Rackmount Server	Specialist Computer Centre	£87,188.00
	01/04/24 (Contract Start)	Desktop Client Services	Hewlett Packard	£55,986.00
	28/06/23 (Contract Start)	Supply of Enterprise Back-up	Proact IT UK	£227,986.42
	1/01/24 (Contract Start)	Supply of Halo System	Softcat	£197,533.33
	31/08/23 (Contract Start)	Central Waterfront Site 6 Office Development	Robertson Construction Tayside	£23,525,133.65
	25/04/23 (Contract Start)	To supply planning and delivery of a security plan for areas DCC is responsible for	Security Scotland	£73,000.00

	06/07/23 (Contract Start)	Complete refurb of fire damaged property at 49 St Fillans Road	Sedgwick	£130,000.00
	12/07/23 (Contract Start)	Delivery of Services to support key ADP priorities and MAT standards	Recovery Road Map, Positive Steps, SafeZone Bus, DVVA, Action for Children	£292,951.00
	12/07/23 (Contract Start)	DCC Civil Engineering Framework	Chemcem Scotland Ltd, Concrete Repairs Ltd, Delson Contracts, Geo-Structural Ltd, Kilmac Ltd, Mackenzie Construction Ltd	£500,000.00
	5/09/23 (Contract Start)	The Installation of meter equipment and connection of domestic properties to electricity and/or gas supply	Utilita Energy	£60,000.00
	28/12/23 (Contract Start)	Service and maintenance of heat pumps at V&A and RPCS including energy centres	Link Energy Services Ltd	£71,025.00
	29/09/23 (Contract Start)	LACD MRM System. Legacy System	Gladstone	£78,316.00
	28/12/23 (Contract Start)	Service and maintenance of Kitchen Canopies, ductwork, extract ventilation and insectocutors	Lovat's Group	£90,000.00
	13/11/23 (Contract Start)	Email security platform	Softcat	£68,000.00
	08/03/24 (Contract Start)	Service and maintenance of water features at Dundee Waterfront Active Travel Hub	Fountains Direct Ltd	£125,000.00
	28/12/23 (Contract Start)	1 Year contract extension for fitness equipment rental	DG Fitness / Gym Rental Company	£168,253.00
	28/02/24 (Contract Start)	CCTV Public Space – Service and maintenance	Scottish Communications Group	£75,000.00

Appendix 2 - Community Benefits Update - April 2023 to March 2024

1. Introduction

This section provides an overview of the Community Benefits approach in Dundee City Council and provides details of outcomes for current and past programmes. The report provides summaries of Community Benefit activity for the past year but also provides the cumulative total for projects to date and highlights achievements. While community benefits are now implemented across the range of the council's procurement activity the largest projects remain in the Construction Area. This summary provides summaries of the figures reported from these projects but also intends to tell the stories of Community Benefits by including case studies and examples of the types of activities delivered.

2. Approach in Dundee

Community Benefits clauses are well established within Dundee City Council. For construction contracts the employment and skills, minimum targets are provided using benchmarks based on the Client Based Approach developed by the Construction Industry Training Board (CITB) and endorsed by the Scottish Government. This provides a range of minimum targets based on the type and estimated value of the contracts. Contractors can increase these targets during the tender process, but when agreed, these become a mandatory element of the contract. The approach focuses on the development of Community Benefits in the areas of

- **Supplier Development** including Small to Medium Enterprise and social enterprises development activities and developing guidance to encourage local suppliers to compete for Council contracts.
- **Employment and Skills Activity** including activities to secure new employment opportunities including Modern Apprenticeships, share vacancies and secure work experience opportunities
- **Community and Awareness Raising Activity** including development of awareness raising activity, community programmes and donation of materials
- **Environmental Outcomes** – a new measure added to encourage and record contractors' delivery of environmental focused activities including education programmes on biodiversity, renewable energy and waste management and recycling.
- **Community Projects** – minimum targets for contractors to deliver projects which support communities, these can include community clean ups, support voluntary or charitable organisations to deliver projects or sponsorship. This will support the Community Wishes programme which is being developed as part of the Community Wealth Building Approach.

Environmental Outcomes and Community Projects or Wishes are newer measures so were only included in projects which started in 2023 to 2024.

3. Community Wealth Building

Community Wealth Building provides opportunities to maximise the social and economic benefits of procurement spending. The following provides an update on the priorities identified for Community Benefits in 2023/24

3.1 Maximising local spend both directly and indirectly through subcontractors

Increasing local spend remains one of the most effective ways to deliver Community Wealth Building within the City by ensuring that as much contract spend as possible is retained within the region. Within Capital programmes we use the implementation of spend monitoring to encourage contractors to develop local supply chains, as well as using where appropriate tendering frameworks which allow us to mandate local spend. In addition, we undertake line by line reviews with major contractors to ensure that where possible local contractors are given the opportunity to compete for subcontract opportunities as well as encouraging them to source materials, plant and other services locally. These activities have helped to ensure that over £36m or 74% of appropriate spend has been spent within the local region.

In addition to subcontract spend from capital programmes we have also been improving or own tracking of direct procurement spend. In financial year 2023/24 46% of procurement spend was spent in Dundee City, that is up 7% on last year's figures, 53% regionally in Tayside and Fife and 80% in Scotland. Comparable figures from other local authorities will not be available until later in the year but 2022/23 figures compared favourably with other authorities with Dundee having the 4th largest local spend figures of any authority. Priorities for 2024 will be to map spend figures by category to identify areas where we are not currently spending locally but where there may be potential and to explore options for making it easier for smaller organisations to contract.

3.2 Explore measures to support generative business to be able to access public sector contracts

In partnership with Economic Development colleagues, we commissioned research to map generative businesses and the support available to them in Dundee. This indicated that there were 143 inclusive ownership companies in Dundee, 87% Social Enterprises, 13% co-operatives and employee-owned businesses. It indicated that while there was good support available from Corporate Development Scotland (CDS) for organisations who wanted to become employee owned or cooperatives knowledge among business support colleagues on the requirements of this sector where low. In November 2023 in partnership with CDS and the Chamber of Commerce a workshop was hosted to inform front line business advice providers on Community Wealth Building and co-operative and Employee-Owned business models. A second piece of work has been commissioned this year to work with the social enterprises and other generative models in the city to develop options for how the sector could be supported in the future.

3.3 Continue to promote Fair Work including the Living Wage through procurement

The Dundee Living Wage Action Group celebrated 5 years since the programme's inception, celebrating its highest performance year to date with 128 Living Wage Employers in the City, covering 43,466 workers and uplifting 2,082 individuals since beginning of the programme. The procurement team continues to promote use of the Living Wage through the inclusion of a scored Fair Work question in all relevant contracts. For the year to come the Scottish Government have provided further guidance on Fair Work requirements including guidance on

how to best prioritise requirements to contracts most closely aligned to Fair work and payment of the Real Living Wage.

3.4 Develop a Community Wishes approach for Dundee

A working group of staff from Procurement, IT and Communities staff have worked to develop the Community Wishes approach in Dundee which will allow local communities to make small project requests, have these moderated by Communities, published and directed towards contracted providers to deliver as part of their Community Benefit requirements. The project went live in Summer 2024 at <https://wishes.dundeeccity.gov.uk/>. This programme will form part of community benefits reporting and will be reported in future annual reports.

3.5 Establish an CWB Procurement partners group to take forward CWB priorities at a partnership level Explore options to improve sustainability through procurement

In February 2024, the first meeting of the Community Wealth Building Procurement working group was held. This group brought together senior procurement staff from Dundee City Council, NHS Tayside, Social Security Scotland, Tayside Contracts, Dundee and Angus College, Abertay University, the University of Dundee and Hillcrest Housing Association. The group agreed to meet to work toward the aims of the Community Wealth Building draft partner's charter.

Objective

Maximise economic, social and environmental benefit for the community through development of local supply chains comprising local SMEs, employee-owned businesses, social enterprises, co-operatives and other community owned enterprises.

- Local Spend - Commit to undertaking spend analysis and work towards increasing local spend where possible
- Supplier Development - Proactively engage with other anchor institutions to explore joint procurement opportunities and support local and generative businesses to bid
- Community Benefits and Fair Work - Look to include community benefit requirements, which include Fair Work First to all relevant contracts across anchors and work to promote common approaches
- Climate Action - Look to establish measures which embed circular economy principles, improve sustainability and reduce emissions across anchors

It was noted that an additional priority of the group would be to share good practice and training opportunities across partners. The group have shared local spend figures from across their organisations and agreed to work together with an aim to increase them.

4. Summary of Achievements Capital Construction Programmes

This section provides an update on Community Benefits which have been secured as part of Dundee City Councils Community Benefits Approach. The Procurement Reform Act requires organisations to report on a number of contracts, over £4 million, which include Community Benefits.

4.1 A Summary of Construction Activity from April 2023 to March 2024

Supplier Development	
Local actual Construction Spend (within 35 miles and 40 miles with MP3 and SCAPE contracts)	£36,186,337

Average Percentage of total Spend which was local (within 35 miles)	74%
Average Local Labour (within 35 miles)	81%
Employment and Skills	
Employment Opportunities Created	27
New Start Employment Opportunities (previously unemployed, redundant, graduates or new entrants)	8
Project Initiated Modern Apprenticeships	4
Existing Modern Apprentices	27
Work Experience Opportunities	19
Awareness Raising Activity	
Awareness Raising Events and Activities Delivered	46
Individuals Supported through Awareness Raising	3,087
Environmental Outcomes	
Environmental Activities or Events	22
Individuals Supported through Environmental Activities	254
Community Wishes	
Community Wishes within Capital Programmes	7

Projects with activity in this period include Harris Academy Extension, Olympia Refurbishment, Michelin Innovation Parc, Broughty Ferry to Monifieth Active Travel project, Office Site 6 at Dundee Waterfront and East End Campus.

4.2 Capital Programmes Community Benefits Summary of Activity from April 2023 to March 2024

Contract	Local Spend	% Local Spend	% Local Labour	Employment opportunities	New Start Employment	Project Initiated Apprentices	Existing Apprentices	Work Experience	Awareness Raising Events	Individuals Supported Awareness Raising	Environmental Outcomes	Individuals supported Environmental Activity	Community Wishes
BFMAT	£3,591,724	95%	96%	0	0	0	3	2	2	104	2	20	1
Harris Extension	£2,660,027	81%	64	2	1	2	15	7	2	26	2	23	0
East End Campus	£22,780,822	83%	64%	17	5	0	9	9	35	1430	14	176	6
Michelin Innovation Park	£1,495,083	64%	86%	0	0	0	0	0	0	450	n/a	n/a	0
Olympia Refurb	£1,442,205	77%	n/a	2	0	1	0	0	0	0	2	10	0
Office Site 6	£4,216,476	46%	94%	6	2	1	0	1	7	1077	2	25	0

5. Community Benefit Examples (Construction)

The construction area remains the largest and of Community Benefits non-construction areas also feature community benefit requirements. It is noted from next financial year with the launch of the Community Wishes we will be in a better position to secure Community Benefits from lower value contracts and to report on them. The following section provides examples of some of the activity developed during the past year:

5.1 Employment and Skills Activity - Jobs Fair for Scottish Apprentice Week

Community Benefit contractors attend a wide range of events intended to provide careers advice and information and engage the next generation of Construction workers. As part of Scottish Apprentice Mclaughlin and Harvey attended a jobs fair at Dundee & Angus College in partnership with Developing the Young Workforce Tay Cities. They discussed their trainee opportunities and the support available for individuals interested in entering the construction industry. Job fairs are beneficial not only for job seekers but also for employers. They attract a diverse pool of candidates with unique



perspectives, experiences, and skills that can be valuable to the company. Job fairs provide companies with the opportunity to interact with individuals from different cultural backgrounds, educational institutions, and career paths. This exposure allows companies to tap into a wide range of talents, perspectives, and abilities that may be overlooked in traditional hiring processes. This proactive approach allows us to connect with diverse talent and establish pathways for individuals who might not have had the same level of exposure or access to employment opportunities.

5.2 Employment and Skills – East End Campus on Site Learning Centre

As part of their Community Benefit requirements Robertson Construction have included an onsite Learning Centre on East End Campus. The provision of this large centre so close to the site has allowed them to undertake a range of training activities and events with a wide range of groups. Just some of the activities undertaken include delivering a 3-day workshop for young people from Helm and Barnardo's, to cover subjects such as Health and Safety in Construction and Manual Handling as well as undertaking a practical activity to build benches. These will be used by site staff for the duration of the programme and then donated to local charities or schools on completion. The site has also been used to host Career Events for Braeview Academy and other schools with the options for interested students to go on to request work placements on site. The Learning Centre has also been used for certification and celebration events at the end of Construction programmes including Alexander Community Developments Transition to trade cohort and the Princes Trust programme.



Helm and Barnardo's Construction Programme

5.3 Community Activity – Community Wish Activity, Harris Academy

As part of their Community Wish commitment Robertsons received a request to restore the clock tower which is located in Harris Academy's courtyard. They completed this work by replacing the face and repainting the new wood surrounding the clock face to bring the iconic clock back into use. The Robertson Tayside Young Team of volunteers also supported staff to landscape a garden of the school, by removing overgrown weeds, replacing units in the green house and transforming the schools Eco- Garden. They also erected new colourful planters ready for spring planting. Both of these projects



Harris Academy Eco Garden



Harris Clock Tower

5.4 Individual Case Study Maia Laing Trainee Site Manager, Robertsons Construction

Trainee Site Manager – Maia Laing

Maia wasn't keen on going to university after school but wasn't aware that she had other options. After listening to a Careers in Construction talk by Robertsons construction she heard about the position of Trainee Site Manager and applied and was offered the position. She had a difficult decision to make as she also had secured a place at university. 2 weeks after leaving school she started at Robertsons construction while doing day release at college to work towards an HNC in Built Environment and an HND in Construction Management. She is now working on the East End School project and hasn't looked back, Maia said 'Now a year since joining I have completed my first project, passed my first year at college, gained a first aid certificate and am working towards my SMSTS qualification. The teams I have worked with are so helpful and encouraging, assisting me to gain so much knowledge and experience. I'm enjoying my job far more than I could ever imagine, proving there is no wrong path to reach your goal.'



Maia Lang, Trainee Site Manager

6. Community Benefit Examples (Non-Construction)

The construction area remains the largest and of Community Benefits non-construction areas also feature community benefit requirements. It is noted from next financial year with the launch of the Community Wishes we will be in a better position to secure Community Benefits from lower value contracts and to report on them. The following section provides examples of some of the activity developed during the year:

6.1 Meet the Buyer Tayside

The Corporate Procurement Team was grateful to with support from Economic development colleges and Supplier Development programme deliver another successful Meet the Buyer Tayside event on 20 February 2024. This was our most successful session to date with over 300 companies and 24 companies exhibiting. This free event gave suppliers in Tayside direct access to buyers and decision makers from across the public and private sector, helping suppliers raise their profile as a business, and prepare for upcoming contract opportunities. 82% of suppliers felt more capable of bidding for contracts after attending the Meet the Buyer Tayside 2024 and 86% of respondents said they were more likely to bid for contracts after attending the event. Comments from participants included *“I particularly enjoyed the direct access to the decision makers and personnel that can influence the relationships we are looking to grow.”* and *“The buzz of the atmosphere was great, and the room was filled with very helpful exhibitors.”*



MTB 2024 - Event Statistics



Meet The Buyer Tayside, 20th February 2024, Invercarse Hotel

6.2 Business Gateway – The Elevator Academic Accelerator (Dundee) Summer 2023

Elevator the Business Gateway contractor for Tayside continues to show a commitment to Community Benefits. In this year they have employed 4 new staff locally, supported 3 young people to undertake work placements and have delivered 43 Awareness raising sessions supporting 1,053 people in the Dundee area. One of the best ways of improving economic growth in Dundee is to maximise the potential of spin out companies from the City's Universities and recent graduates. The Elevator Academic Accelerator programme does just that. It brought together 12 graduate or undergraduate founders (representing 10 business) from the University of Dundee and Abertay University and provided them a programme to support them to develop and growth their business ideas. Businesses included an online platform for female gamers, a games controller for those with limited limb movement, a biodegradable, wool- based material for use as a plastic replacement and a medical footwear solution for those with autism.

The programme culminated in a successful showcase event on campus, with an invited audience of over 100 people gathered to hear the founders' pitches – the first major showcase event since pre-covid days. One participant commented ‘ *Working alongside other likeminded driven individuals helped create the right environment to constantly move forward in my business and drive me forward.*’



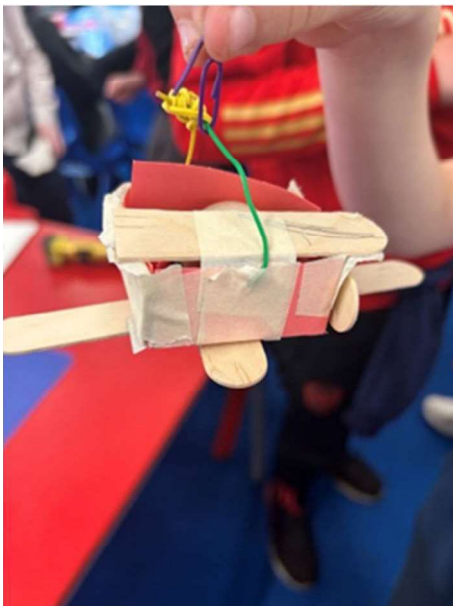
Elevator Academic Accelerator 2023

6.3 MVV Energy from Waste Plant Contractor

As part of the 25-year contract with Dundee City Council, MVV deliver a full community benefits programme. In the period April 2023 to March 2024, MVV delivered £1,682,075 of contract value to local subcontractors in Dundee and Angus, created 2 new employment opportunities including 1 apprenticeship, delivered 30 hours of business mentoring and delivered 2 work experience placements. They also delivered an extensive programme of awareness raising programmes activities delivering 25 sessions which supported 533 individuals and 12 environmental activities with supported 375 individuals. Some examples of this include their annual Open Day, allowing members of the public to tour the plant and undertake STEM activities. This year's event had more than 100 members of the community attending, a 50% increase on the previous year. MVV also deliver a range of programmes with Primary schools including their STEM Zip Line Challenge. This educational experience is delivered to secondary and primary schools. Primary 4 - Primary 7 were giving a Zip Line Challenge this year. This is a useful Engineering activity, the young people are asked to work in a group and communicate in a team, they design, using the materials given, build and then test their model on the line. This is an inspiring fun and competitive activity that always has young people fully engaged.



MVV Energy from Waste Plant Contractor



STEM Zip Line Challenge Models

6.4 MVV Redundancy Support – Support to Change Careers



Barry Conner, Health and Safety Manager at MVV

Barry Conner local to Dundee rejoined MVV in February 2024. Barry had a change of career after he was made redundant from Michelin. He joined MVV Environment as an intern where he was supported with his education and training. He was given NEBOSH a globally recognised Health, Safety & Environmental Qualification and NCRQ Level 6 Certificate in Applied Health and Safety. Barry was then offered an opportunity as HSE Advisor at APPLUS. He has since returned to work for MVV Environment as Health and Safety Manager.

Appendix 3 – Future regulated procurements

Extract from Forward Plan 2024-2026

Children & Families

Swimming Pool Gas/Cylinder Use
 Swimming Pool Chemicals
 Maintenance of Sports Equipment
 Partner Providers
 Summer of Play
 Early Adopter
 Purchase of Kitchen equipment
 Supply of Stairlifts
 Servicing of OT Equipment
 Supply of Hoists
 Supply of Ramps
 School Uniforms
 Plant Equipment for School Swimming Pools
 Blinds Framework
 Schools PEF Money
 Corporate & Education IT/WEEE disposal
 Online Self Help for Schools
 Fresh Butcher Meat, Fresh Vegetables
 Blinds Framework
 Technical Maintenance Contract in Schools

City Development

City Square Events Infrastructure
 Turriff House, Upgrade Kitchen Ventilation
 St Pius PS, Replace Roof covering stage and assembly hall
 St Mary's Replacement Roof Covering Phase 3
 St John's High School- Janitors House, Window and Door Replacement
 St Fergus Primary School, Infant Area Quadrangle Window Replacement
 St Fergus Primary School, ESA Changing Facilities
 Craigiebarns Primary School, Replacement Roof Coverings Phase 3
 Washroom Solutions/Sanitary Provision
 Janitorial Provision
 Retrofit consultancy for Energy Efficiency upgrades - Linlathen
 Facilities Management of Building
 Marketing and Disposal of Belmont
 Arthurstone Library Heating System Replacement
 Union St Transformation Project
 Retrofit Consultant
 Managed Service - EV Charging Infrastructure
 Future Maintenance Contract - LEZ ANPR Cameras
 Traffic Modelling & Surveys
 Habitat Surveying
 Emergency Demolition Framework
 City Events Programme - Various (Christmas etc)
 Parking & Sustainable Transport - Local Bus Contracts

Union Street Partnership Agreement - UNESCO City of Design Team
 Active Travel Schools Team Partnership Agreement
 Cashless phone parking provider
 Replacement of parking meters
 Cycle Parking/ Shelters
 National Fuels 2
 Central Library Lift Replacement
 DCA Passenger Lift
 14 Crichton Street, Shop Refurbishment
 St Bothwells Terrace - Sprinklers
 Mechanical Services Framework
 Kirk St MSD Lift Replacement
 East End Campus footpath Lighting
 Medical Baths and Lifting Equipment
 Automatic Doors
 Intruder Alarms
 In-Service Inspection and Test of Electrical Equipment - Area 2 (PAT Testing)
 Fire Detection and Alarm, EVC & PAVA Systems
 In-Service Inspection and Test of Electrical Equipment - Area 1 (PAT Testing)
 Lifts and Hoists
 Photovoltaic Installations
 S&M of Lifts
 Heating & Ventilation Controls (Building Management Controls)
 Swimming Pool Equipment
 The Crescent Biomass - Maintenance & Heat Source
 Kitchen canopies, Ductwork, extract ventilation.
 Gas Soundness Testing
 Water Sampling Programme
 S & M of Chilled and Hot Water Appliances and Associated Equipment
 Fume Cupboards
 Boosted Water Tank & Pump Systems
 Servicing and Cleaning of Boilers flues etc.
 Kitchen Catering Equipment (S&M)
 Survey, Testing and Reporting of Water Quality within Heating and Chilled Water Systems
 Leak Detection Systems (very niche market)
 St Ninian's PS, Replacement Windows/Doors
 Framework for Cycle Shelters
 Bus Shelter Cleaning
 Bus Shelters - Minor Maintenance and Glazing
 Real Time Passenger Information Systems
 Grounds Maintenance and Small Plant
 Clock Maintenance Services
 Highways Weather Forecasting
 V&A/DCA High Voltage Equipment
 Data Cabling Framework
 EV Charging
 Balcairn DCC Design potential
 Retrofit Glenprosen/Lawton Direct - Flowing Capability Assessment
 Seven Arches Viaduct Improvements
 Law Monument Regenerations Works
 Caird Hall Fire Alarm, Emergency Lighting & PAVA system
 Caird Hall Lift Replacement
 St Johns Modular Buildings

Climate Resilient Dundee
 Sheltered housing Data Cabling Works
 Void Properties
 EWI consultation Montgomerie Crescent
 Dundee House Security Doors

Corporate Services

Merchant Services
 Electronic Payment Services
 Banking Services
 SSSC Qualification
 Supply of Furniture
 Employee Benefits
 Asset Management
 Tenants Contents Insurance Scheme
 Procurement Cards
 Outgoing Mail
 PE equipment maintenance
 Occupational Health Services
 SSSC Qualification

Construction Services

PVCu Windows framework
 Container Hire Framework
 Racking in New stores building
 Purchase of Modular Buildings at Clepington Road

IT

Corporate & Education IT/WEEE disposal
 Fixed Telephony
 Arcserve On Premise Data Backup
 App for Public protection
 One Scotland Mapping Agreement
 Gladstone Leisure Management Software
 SWAN connectivity 2
 Mimecast Email Filtering
 Civica Financials
 Payroll & HR
 Burial Administration System Licensing
 SIP Telephony
 Cisco Meraki AP's
 Cisco Meraki Licenses
 Arcserve Microsoft 365 Backup to On Premise
 Civica W2 (current upgrade)
 Burial Administration System PURCHASE
 Cyber Security Professional Services
 Mobile minutes

Microsoft support
 Enterprise Broadband

Mosaic Contact and Case Management
 Rentsense
 Glamis Licencing and Support
 Replacement Enveloper
 WatchGuard Basic Security Suite for Firebox M570 - Wifi Devices
 Computer Aided Design Software
 Development of Bin App
 UCS Maintenance
 IBM FS7300 Support
 VMware license subscription
 Phishing
 Suse Operating System Licensing
 IDOX
 Digital Services OmniChannel
 IBM FS5200 Support
 Microsoft Enterprise Agreement
 Wireless Access Points - Education
 Disposal of IT Equipment
 App Tokens
 Core Telecom - free calls
 Forcepoint Firewall Support
 ARCGIS
 Igel Maintenance
 Education Anti-Virus
 Corporate Anti-Virus
 ResourceLink HR and Payroll
 Spydus
 City Wide Area Network Maintenance
 Supply, Installation, Equipment and Maintenance of WAN
 Library Management System
 Citrix Licensing and Netscaler
 IBM A900 Storage, Mainframe and Maintenance
 Cloud-based IT solution used throughout the UK to manage employability, health and well-being, and economic development initiatives.
 Multiple Fibres
 Darktrace
 Solarwinds Network Monitoring
 Mobile phone contracts
 DCC Print Centre - Operations and Printing
 Avaya Phone System
 Govservice
 Customer Services Platform
 Cx Integrated Housing Management
 Microsoft Academic Non Schools
 Single Person Benefit Review
 Smoothwall
 Education Solution Licences Microsoft EES
 Capita Pay 360
 Road Asset Management System
 Northgate Citizen Access
 Northgate Revs and Bens
 Monthly billed SMS charges
 Data Centre Hosting

Online School Payments/Cashless Catering
 MFD
 CALL OF COMPETITION FOR THE PROCUREMENT OF SERVICE TYPE 2
 INFRASTRUCTURE BUILD SERVICE (TRAFFIC SIGNAL MAINTENANCE)
 Web Security
 Web GIS
 Mobile Device Management
 Servers
 Schools Hardware Refreshment Programme
 Axios help desk
 Printing Framework
 Modern Languages
 Primary School's WiFi
 Support & Maintenance of Open Data Platform ERDF
 Seesaw
 Sumdog
 Pupil Tracking
 Social Work/NHS Website
 Consultancy via Total Mobile
 Software Licences - Autodesk
 Supply of PTX BACS Software
 Enforcement System
 Engage Process
 SLG ELA Product Maintenance
 Mind of my Own Map
 Novus Fx
 On Street Engagement QR Codes
 Property Information Storage
 Routesmart
 School Libraries Software
 Supply of Teacher Booking System

Leisure and Culture Dundee

Employee Benefits - Car Leasing Salary Sacrifice
 Supply of Active Schools Service

Neighbourhood Services

Public Assistance Funeral Services
 Pest Control
 Supply of PVCu Windows and Doors
 Concession for Utilities in Void Housing
 Dry/Wet Rot Treatment
 Headstone Safety
 Ash Dieback
 Environment capital projects (elements of)
 Herbicide
 Forestry works
 Lifeguard Provision
 Bin liners
 Environment revenue projects (elements of)
 External funding provision

Secure Door Entries - Service and Install
 Sprinklers
 Annual Non-Domestic Gas Service
 Communal Boiler Service
 CCTV Servicing
 Controlled Entry Equipment Servicing
 District Heating - Plant Rooms
 Dry Riser and Roof Fan Servicing
 Fire Fighting Equipment Service
 Legionella Inspections
 PV Repairs and Servicing
 Sprinkler Systems Servicing
 Water Quality Checks
 DH Supply
 Specialist Works - R&R
 Bin Chutes Cleaning
 District Heating
 District Heating Energy Billing units
 Removals
 Hotels (Corporate)
 Preferred Supplier - Review
 CCTV (GT, LW HG)
 Language Line
 3rd Sector Procurements
 Cleaners
 Furniture, Fixtures and Fittings
 Paint Packs - Painting Vouchers
 Electrical Repairs (White good Repairs)
 House Exchange - Clarion
 TV Aerials
 Containers (Stores Wernick)
 Housing Options Hub
 Sundries for Temp
 Housing Capital Packages
 City Development Capital Packages
 DCA Major Works Project
 Mill O Mains PS Project
 Central Library - Improvements to Staff Facilities
 Housing Repairs - Construction
 Property Repairs - Construction
 External small plant tools and access hire
 PPE and consumables
 Small Plant
 Scaffold
 Skips
 Welfare and Containers
 Security Screens
 Asbestos (Domestic Properties)
 DG Units
 Treatment of food waste
 Treatment of mixed scrap metal
 Treatment of paper & cardboard
 Treatment of glass

Treatment of WEEE (waste electrical and electronic equipment) inc Corporate & Education
Purchase of bins & containers
Recycling Calendar
Warden Call Maintenance

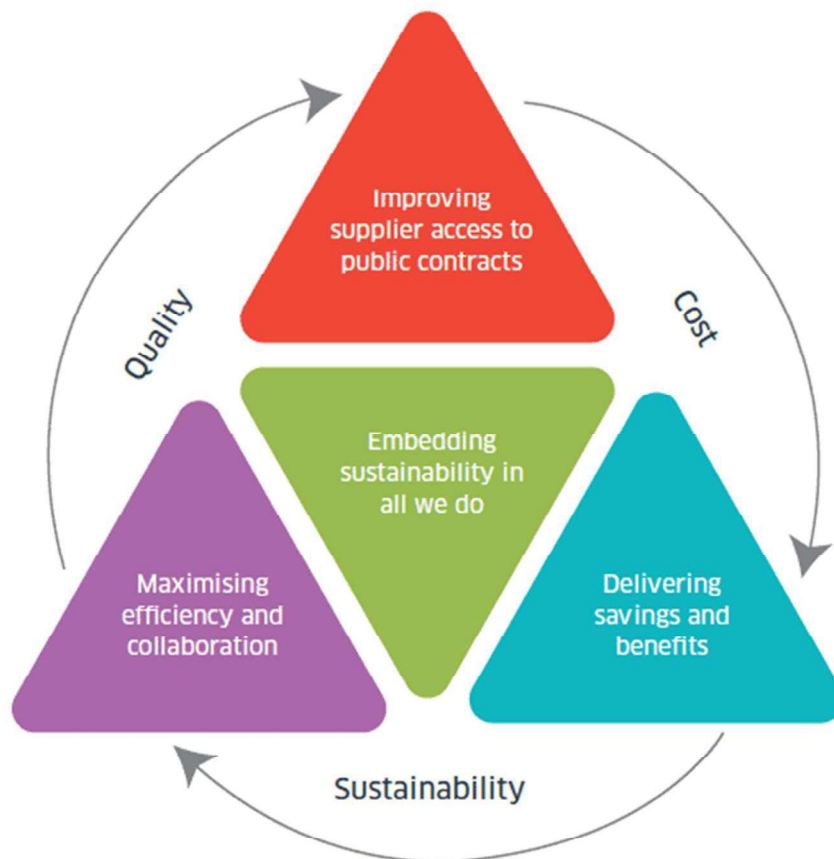
Scottish Cities Alliance

Investment Promotion support

Tayside Pension Fund

Audit Services
Legal Services
Actuaries

Appendix 4 – Scottish Model of Procurement and Collaborative Working



The key objective for Corporate Procurement is to demonstrate continuous improvement, service excellence and build on the foundations that have been put in place since creation of the Corporate Procurement team in 2014. This approach will be underpinned with the principles of public procurement - transparency, integrity, openness, fairness, non-discrimination, equal treatment, competition, and accountability.

The Council participates in collaborative contracts put in place nationally by the Crown Commercial Service, in Scotland by Scottish Procurement and Scotland Excel, locally by Tayside Procurement Consortium, as well as those of other UK based central procurement bodies. The Corporate Procurement Team works with all the organisations listed to ensure that optimum collaborative opportunities are taken, but at the same time ensuring contract management is carried out at a local level to ensure best value is achieved for Dundee City.



The Council is committed to collaborative procurement and actively takes part in many National and Sectoral contracts. We continue to look for collaborative procurement opportunities that will support the delivery of benefits for the Council and its communities.

Dundee City Council also acts as lead authority on a number of collaborative contracts including:

- Managed Print/MFD Contract – Corporate Procurement Manager is Tayside Lead for contract which supports 3 Local Authorities, Dundee & Angus College, Tayside Contracts, and various 3rd Sector organisations.
- Lead Authority procurement support provided on National Entitlement Card
- Dundee City Council have created a number of construction framework agreements, which are being written not only for use by Dundee City Council, but also being made available to Angus, Perth & Kinross Councils, as well as Tayside Contracts.
- A Children and Families Support Services framework was introduced in 2019 to provide services in support of pupil equity funding, attainment challenge and other services which is also open to both Angus and Perth & Kinross Councils

A project to review the procurement approach across Tayside is underway to look at further collaborative working opportunities, this work is being led by Scotland Excel and further updates will be provided as this programme progresses.

As well as contractual collaboration Corporate Procurement works closely with our partner organisations in other areas where collaborative benefits may be realised, for example with:

- Tayside Cities Meet the Buyer event – organised by Dundee City Council’s Economic Development and Corporate Procurement teams – the most recent event in 2020 attracting exhibitors from all Public Bodies as well as main contractors working in the Tayside area. The event was attended by over 300 delegates, generating very positive feedback, along with spin-off one to one training sessions being provided to individual delegates to assist them in bidding for public sector opportunities.
- Supplier Development Programme – Corporate Procurement Manager is a Board Member and along with Economic Development colleagues supports the Regional Officers Group. This has resulted in further collaborative working with Perth &

Kinross, Angus and Fife Councils in the area of Supplier & Economic development opportunities



For more information:

Corporate Procurement Team
01382 433401
procurement.admin@dundee.gov.uk