

ITEM No ...8.....

REPORT TO: POLICY AND RESOURCES COMMITTEE – 6 DECEMBER 2021
REPORT ON: ANNUAL PROCUREMENT REPORT AND COMMUNITY BENEFITS UPDATE
REPORT BY: EXECUTIVE DIRECTOR OF CORPORATE SERVICES
REPORT NO: 313-2021

1.0 PURPOSE OF REPORT

The purpose of this report is to notify committee of the Annual Procurement Report for the Council, which provides an update on the progress made of work being undertaken in the year 2020/2021 and details the future planned activity of the Corporate Procurement Team. The report is also an update on the Community Benefit activity within the City.

2.0 RECOMMENDATION

It is recommended that the Committee

- Note progress made within the Corporate Procurement Team and approve the planned actions and activities to realise the savings and benefits targets included in the report.
- Approve the priorities outlined in Key Future Workstreams detailed in Section 5 of the Report
- Notes the annual procurement report will be published on the Council's website
- Note the progress made with Community Benefits and that these continue to be a key part of any new contracts which are procured

3.0 FINANCIAL IMPLICATIONS

There are no direct financial implications associated with this report.

The delivery of the Council's Corporate Procurement Strategy continues to provide ongoing savings for Dundee City Council and partner organisations. Work continues with services on an ongoing basis to identify further savings opportunities in order to incorporate them as part of the revenue and capital budget setting processes.

4.0 MAIN TEXT

The priorities and outcomes for Corporate Procurement are:

- continue a corporate, consistent and commercially focussed approach to all procurement and commissioning activities;
- improve the systems, skillset and knowledge base to support this approach;
- embed sustainable procurement and community benefits as 'business as usual, and securing maximum social value from the council's significant spend.

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 continues to worked hard and has adopted the approach to consider the inclusion of Community Benefits in all procurements, where appropriate.

The onset of the pandemic and subsequent lock downs and restrictions had a significant impact of the delivery of Community Benefits from the period March 2020 to March 2021. For construction contracts many sites where closed for a period of months and when they were able to reopen it was with a much-reduced Community Benefit offering due to restrictions on social distancing or the furlough of Community Benefits leads. Non-construction contracts were also affected as contractors struggled to operate in a very different environment, which resulted in community benefits activity understandably not being prioritised. Despite these challenging conditions contractors came together to ensure services continued to be delivered including offering support to the original response including with the provision of an early PPE approach and food distribution to vulnerable groups.

As with previous years, Community Benefits are considered on all relevant contracts, focusing on those with the greatest potential impact. While no penalty was included for those unable to achieve their outcomes during the pandemic, in the later part of the period contractors began to adapt to requirements with the delivery of more off site and virtual activity. The table below provides the breakdown of targets achieved in Construction projects from March 2020 to March 2021 where on-site projects included Caird Avenue and Balmerino Nurseries, Derby Street Housing Development, Broughty Ferry Flood Defence Project and Dundee and Angus Residual Waste Plant.

One of the most important aspects of Community Benefits is the degree to which we can encourage contractors to spend locally. While the actual amounts fluctuate dependent upon the level of activity each year, the percentage rates for local spend remains high. From March 2019 to March 2020, an average of 53% of contract spend was spent locally up from 51% in the previous year. This also impacts local labour figures which remain over 70%. This has been supported by a range of outcomes including enforcing spend monitoring, providing information about local contractors in relevant disciplines to ensure they had the opportunity to compete for work and facilitating Meet the Buyer Events. This is important as it directly supports the local economy by strengthening local business and sustaining local employment. Appendix 2 of the Annual Procurement Report provides more details of some of the activities undertaken and details the Community Benefits achieved.

Activity from March 2020 to March 2021

Supplier Development	
Local Construction Spend (within 35 miles)	£12,467,981
Average Percentage of Spend which was local (within 35 miles)	75%
Average Local Labour (within 35 miles)	79%
Employment and Skills	
Employment Opportunities Created	21
New Start Employment Opportunities (previously unemployed, redundant, graduates or new entrants)	18
Project Initiated Modern Apprenticeships	8
Existing Modern Apprentices	13
Work Experience Opportunities	26
Awareness Raising Activity	
Awareness Raising Events and Activities Delivered	49
Individuals Supported through Awareness Raising	367

Corporate Procurement have been actively involved in the development of the Council's strategic approach to Community Wealth Building which was approved by Committee on 22nd November 2021. Early opportunities identified and being undertaken by Corporate Procurement include:

- **Improve baseline reporting to assess current spend and identify opportunities to drive increased local spend** – while the monitoring of local spend is a feature of the Council's Community Benefits programme there is a need to improve intelligence on what the Council and other anchor institutions are spending and where. Using the Scottish Government Grow Local tool the procurement team will work to identify a baseline of spend ideally in a Dundee City, regional and national basis to provide a framework for increasing local and generative spend year on year.
- **Develop and Deploy Community Wish Lists** – these lists will allow local communities to directly influence the community benefits delivered in their areas. It is intended that staff will work with Local Community Planning Partnerships to gather and moderate requests which will be published on an online portal, which contractors with community benefits requirements within their contracts will be directed to deliver. This is intended to compliment rather than replace the existing community benefit approach.

Further opportunities continue to be investigated beyond those listed above.

A Contract Register of all regulated procurements (over £50,000) that have been awarded will be available following approval of this report, this is in line with regulatory requirements.

The attached Annual Procurement Report provides detail of the work completed to date and the future activity in the next two years.

5.0 CONCLUSION

The ongoing Procurement activity within Dundee City Council has yielded benefits both from an efficiency and compliance perspective, and will continue to ensure Best Value and Best Procurement Practice considerations. The City Council, through continued delivery of this corporate approach can optimise benefits realisation or whole-life costing models, and in doing so improve its procurement practice and realise increased savings and efficiency.

6.0 POLICY IMPLICATIONS

This report has been subject to an assessment of any impacts on Equality and Diversity, Fairness and Poverty, Environment and Corporate Risk. There are no major issues.

7.0 CONSULTATION

The Council Management Team were consulted in the preparation of this report.

8.0 BACKGROUND PAPERS

None

Robert Emmott
Executive Director of Corporate Services

Date: 15th November 2021

Annual Procurement Report

1 April 2020 - 31 March 2021



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2. Introduction

Section 18 of the Procurement Reform (Scotland) Act 2014 (the Act) requires any public organisation obliged to publish a procurement strategy to prepare an annual report on its regulated procurements. This report covers the period from 1st April 2020 to the end of the Council's financial year on 31st March 2021.

Dundee City Council is required to prepare a strategy and to comply with the Act. A Corporate Procurement Strategy was published in June 2018 setting out how the Council would approach its external spend on goods, services and works over the two-year period 2018-2020. An update to this strategy will be provided to committee for approval in 2022

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 priorities and outcomes for Corporate Procurement are:

- Implementing a corporate, consistent and commercially focused approach to all procurement and commissioning activities;
- Improving the systems, skillset and knowledge base to support this approach;
- Embedding and sustainable procurement as 'business as usual', and securing maximum social value from the council's significant spend.
- Ensuring legal compliance and governance
- Providing savings and Added Value
- Having a leaner, more efficient and effective procurement function

These strategic aims and associated objectives contribute to the Council Plan.

The annual report must include:

- 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 2017-2022 sets out how the Council will play its part in the 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 procurement 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.

- Social Challenges
 - Tackling poverty through the Fairness Action Plan
 - Giving children the best start in life with integrated Children and Family Services and enhanced early years provision
 - Ensuring children are safe and protected at home, school and in the community
 - Closing the attainment gap for children from poorer areas and those who are looked after
 - Provide housing which is affordable and efficient to heat
- Economic Challenges
 - Implementing the Tay Cities Deal, which can generate an additional £900 million per annum for the Scottish economy and create up to 15,000 jobs over the ten year life of the programme
 - Focusing our activities over the next 20 years around a number of key sectoral strengths; life sciences, healthcare, digital technology, tourism and hospitality and creative industries
 - Maximising the city's cultural led regeneration
 - Promoting inclusive growth that helps to tackle the deep-rooted inequalities
 - Tackling long term unemployment, helping our young people to engage in positive activity and enabling those in entry level jobs to progress to better paid fair employment

- Environment Sustainability Challenges
 - Delivering significant reduction in CO2 emissions
 - Reducing Fuel Poverty
 - Improving Air Quality
 - Preparing a new Urban Biodiversity Plan
 - Increasing the percentage of waste recycled
 - Increasing the number of district heating schemes
 - Increasing Active Travel – walking and cycling to work, school and for leisure
 - Increasing ultra-low emission and electric vehicles
 - Improving public transport through innovative approaches to sharing and smart travel
 - Including planning guidance to require all new buildings to incorporate measures to reduce the level of carbon emissions; support renewable energy generation; and encourage the use of heat networks in new developments.
 - Publishing a sustainable energy and climate change plan

- Community Safety Challenges
 - Reduced levels of crime and fear of crime
 - Reduced levels of domestic abuse
 - Protection of vulnerable adults
 - Reduced levels of re-offending
 - Reduced levels of antisocial behaviour
 - Improved road safety

- Health and Wellbeing Challenges
 - Integrating Health and Social Care to deliver more care in the community
 - Developing smart health and care strategies to benefit from advances in health technology
 - Improving health and well-being of all citizens – especially for children and families
 - Reducing substance abuse

- Organisational Challenges
 - Make the best use of the financial resources available to us, ensuring best value for the public purse
 - Have a flexible, skilled and motivated workforce
 - Listen to, and be responsive to, our customers, shaping our services around their needs and focusing our resources where they are most needed
 - Work closely with our partners, including local communities, to deliver a single set of outcomes for all citizens of Dundee

The Corporate Procurement Team is set up to align procurement activity from Council services within a corporate Category Management structure.

The Corporate Procurement Team is now fully engaged in allocated category

responsibilities. Time has been spent engaging with officers within Council services to explain the role of Category Management, understand the existing contractual arrangements that are in place and to develop workplans with the respective officers. Work has also been undertaken to engage with our collaborative buying partners such as Tayside Procurement Consortium, the wider Tayside Public Sector organisations and Scotland Excel. A procurement service is also provided to Leisure & Culture Dundee, Tay Road Bridge Joint Board, Dundee Science Centre and Tayside Valuation Joint Board. Appendix 4 details the Scottish Model of Procurement and collaborative working.

Procurement activity within the Council, has continued with a centralised approach, from both a Procurement and Payments perspective. Performance metrics are used by the team to continuously track performance and identify areas for further improvement, the metrics used are:

<u>Purchases</u>	<u>2017/18</u>	<u>2018/19</u>	<u>2019//2020</u>	<u>2020/2021</u>
Total Spend	£277,108,961	£278,008,260	£256,696,698	£174,380,674
Total number of suppliers	3264	3357	3090	2267
SME (small and medium enterprise) suppliers	1354	1362	1223	1203
SME Spend	35%	37%	41%	46%
Local Suppliers (Dundee City)	405	384	358	256
Local Spend (Dundee City)	30%	34%	39%	37%
Supported Business Spend	0.25% (£698,626)	0.20% (£574,560)	0.22% (£574,259)	(0.35%) (£621,644)
<u>Payments</u>				
Total number of invoice payments	149,521	138,868	129,311	99,005
Invoices paid by electronic means	149,371	138,668	129,113	99,005
Value of invoices paid by electronic means	£276,831,852	£277,702,450	£256,673,353	£174,380,674
Invoices paid within 30 days	97%	97%	98%	96%
Dundee supplier invoices paid within 30 days	98%	98%	98%	98%
Dundee supplier invoices paid within 14 days	94%	95%	96%	94%

During the Covid pandemic the Council moved to paying all suppliers within 14 days and Dundee suppliers on a prompt payment basis.

Staff Development has been key to the enhancement of the team's service. The past few years have provided a valuable learning and development experience for all team members. The blend of skills that have been brought together have provided strength to the team as a whole. Development of individual team members has been through 'on the job', category specific training in house or via external courses, along with more formal professional development. One staff member is currently undertaking CIPS (Chartered Institute of Purchasing and Supply) studies, with a further one successfully completing their MCIPs qualification in 2021. Staff turnover is low, however when staff do leave it is becoming increasingly challenging to recruit experienced and qualified staff. Public sector procurement job opportunities in Scotland are increasing, along with an increase in the offer of remote working and there is a risk that this could result in further challenges in filling posts.

Continuing focus has been placed on strategic procurement planning; a more consistent and formalised approach to contract management; benefits recording & monitoring and on-going process improvements.

Further improvements have been focussed on:

- Spend Analysis – the appointment of a Systems Officer has enabled further data and information analysis which is now being utilised to identify areas of spend to target for further contract and savings opportunities.
- Contract and Supplier Management – Procurement Category Officers have been engaged with, and supporting services, in Contract and Supplier Management, this has resulted in more positive outcomes on contract performance. This approach has provided assurance that contracts are being delivered in line with their obligations and ensuring the Council is achieving best value in this area. A project undertaken by one of the Procurement Category Officers as part of their MCIPs qualification focussed on Contract and Supplier Management and is being adopted as further improvement both by the Council and potentially across Tayside Local authorities as a whole.

Work has been undertaken in conjunction with colleagues in Perth & Kinross and Angus Councils as part of the project to review the procurement approach across Tayside.

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 will make use of existing framework agreements wherever possible. Framework agreements provide a legally compliant route to market which has been previously advertising through the channels required by procurement legislation. Use of framework agreements allows an efficient use of time to market, to secure supplies or services, and also removes the need for duplication of work. Framework agreements deliver economies of scale through volume leverage. Verification is undertaken that the framework agreements are accessible and appropriate for Dundee City Council prior to use.

Dundee City Council completed 72 regulated procurements with a value of £20,076,084 during the period of the report. The table below shows a summary of regulated procurement activity:

Period 1 st April 2020 to 31 st March 2021	
Number of completed procurements	72
Estimated value of all completed procurements	£20,076,804
Estimated savings from awarded contracts	£122,000
Number of light touch contracts awarded	42
Average number of bids received	5
% of contracts awarded to SMEs	46%
Average processing time for a procurement exercise	100 days

Appendix 1 shows all Regulated Contracts awarded by Dundee City Council directly between 1 April 2020 and 31 March 2021

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 (2018 to 2020) includes, in particular:

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 the guidance of this strategy 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
<p>Savings and Added Value</p>	<p>Compliant against:</p> <ul style="list-style-type: none"> • Maximise the use of existing Category A, B and C1 contracts and framework agreements – route to market will be determined by Best Value considerations • Procurement working with stakeholders to develop robust and clear output/outcome specifications • 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 • Early market engagement and market research carried out for procurements, where appropriate • 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"> • Contract & Supplier Management (CSM) – CSM is undertaken in various ways across the Council and it is recognised that this is achieving varying results. A more consistent and embedded approach would deliver increased value and benefits • Continue Staff Training & Development Plan Roll out

Objective	Performance against Objective
<p>Legal Compliance and Governance</p>	<p>Fully Complied</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 • Council Standing Orders and Tender Procedures reflect procurement legislation • 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 • Engagement with the Supplier Development Programme to help support SME's 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"> • Incorporating new Legal/Organisational developments into our procurement approach as they are legislated

Objective	Performance against Objective
<p>Sustainable Procurement Duty</p>	<p>Fully Complied</p> <ul style="list-style-type: none"> • The Sustainable Public Procurement Prioritisation tool (SPPPT) was completed and will be reviewed annually with all category teams using sustainability tests. • The flexible framework was completed producing an action plan that will be reviewed annually <p>Key Future Workstreams:</p> <ul style="list-style-type: none"> • Incorporate new Scottish Government sustainable tools within procurement processes • Update Corporate Procurement Strategy to further incorporate Sustainable Procurement objectives, including: <ul style="list-style-type: none"> • Climate change (carbon and energy consumption, carbon in production, adaption, carbon in vehicle emissions); • Materials (scarcity, security); • Waste (production, reuse/recondition/remanufacture); • Hazardous materials/emissions; • Bio-security • Bio-diversity (protection and enhancement); • Heritage (protection and enhancement); • Water (consumption and production); • Employment (skills and training, SMEs/social enterprises/supported businesses); • Communities; • Security and crime (impact and improvement); • Fair and ethical trading (working conditions, conflict materials, modern slavery); • Equality (protected characteristics); • Fair work.

Objective	Performance against Objective
Community Benefits	<p data-bbox="719 235 954 273">Fully Complied</p> <ul data-bbox="719 320 1353 907" style="list-style-type: none"> <li data-bbox="719 320 1353 907">• 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 2018/19 Annual Procurement Report. 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, where appropriate. <p data-bbox="767 952 1161 990">Key Future Workstreams:</p> <ul data-bbox="719 1034 1327 1301" style="list-style-type: none"> <li data-bbox="719 1034 1327 1187">• Continue to maximise the social and economic impact of the major developments across the city being led by the council <li data-bbox="719 1193 1316 1301">• Community Benefits Monitoring Tool Introduction – work underway on implementation

Objective	Performance against Objective
<p>Living Wage</p>	<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 practice 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 contracts to assess the number of individuals not being paid the 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
<p>Promoting compliance with Health & Safety within contacts</p>	<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 preselection (ESPD) stage. <p>Key Future Workstreams:</p>

Objective	Performance against Objective
<p>The procurement of fairly and ethically traded goods and services</p>	<p>Fully Complied</p> <ul style="list-style-type: none"> • Ethically traded goods and services are considered for all appropriate contracts <p>Key Future Workstreams: Explore the extent to which the uptake and expenditure on fairly traded goods can be measured and consequently the best way to report on this, perhaps as part of the annual procurement report</p>

Objective	Performance against Objective
<p>Community Health and Wellbeing and Animal welfare in Procurement of food</p>	<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>
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 96% of all invoices being paid within 30 days, with 99,005 invoices paid in 2020/2021 <p>Key Future Workstreams:</p> <ul style="list-style-type: none"> • Further development of Purchase to Pay processes and systems are already underway with the appointment of a Systems Officer to implement further efficiencies in this area

6. Community Benefits Summary

Community Benefits in Dundee City Council are well established with a Community Benefit through Procurement Policy in place since 2012, with a refreshed policy provided with the 2018/19 Annual Procurement Report 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 to consider the inclusion of Community Benefits in all procurements, where appropriate.

While Community Benefit activity was significantly impacted by the pandemic Appendix 2 provides more details of some of the activities which have been under taken and details the 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 the organisation in 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 over the period 2020/21 was £621,644. 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 Completed 1st April 2020 to 31st March 2021

Supplier Name	Contract Owner	Contract Description	Award Date	Contract Start Date	Assumed Expiry	Contract End Date (inc extension)	Maximum Extension (Months)	Estimated Value (£NET incl extensions)
Hillcrest Futures	Dundee Health & Social Care Partnership	Support Services for Adults with a range of support needs including learning disabilities/physical disabilities and mental health: Student Support; and, Care at Home and Housing Support	01/04/2020	01/04/2020		31/03/2021		£3,788,183
Sense Scotland	Dundee Health & Social Care Partnership	service for adults with a range of support needs including learning disabilities and/or autism	01/04/2020	01/04/2020		31/03/2021		£2,894,202
Cornerstone Community Care	Dundee Health & Social Care Partnership	Housing Support /Care at Home Services for Adults with Learning Disabilities and an Adults Enabling Service	01/04/2020	01/04/2020		31/03/2021		£2,742,770
Carr Gomm	Dundee Health & Social Care Partnership	a Housing Support/Care at Home Service and Outreach Service for Adults with Mental Health Difficulties, Learning Disabilities and Physical Disabilities	01/04/2020	01/04/2020		31/03/2021		£2,732,160
Scottish Autism	Dundee Health & Social Care Partnership	service for adults with a learning disability: Care at Home and Housing Support; Individualised Enabler Service	01/04/2020	01/04/2020		31/03/2021		£2,331,574
Turning Point Scotland	Dundee Health & Social Care Partnership	Care at Home and Housing Support Services, Outreach Services for service users with learning disabilities who live within the Dundee area.	01/04/2020	01/04/2020		31/03/2021		£2,114,894

Supplier Name	Contract Owner	Contract Description	Award Date	Contract Start Date	Assumed Expiry	Contract End Date (inc extension)	Maximum Extension (Months)	Estimated Value (£NET incl extensions)
4 Seasons Carpets	Dundee City Council	CONTRACT FOR A FRAMEWORK AGREEMENT FOR THE MEASURE, SUPPLY AND FIT OF CARPET AND/OR VINYL FOR RECIPIENTS OF A SCOTTISH WELFARE FUND AWARD	12/05/2020	01/06/2020	31/05/2022	31/05/2022		up to £1,600,000
The Floor Store Dundee	Dundee City Council	CONTRACT FOR A FRAMEWORK AGREEMENT FOR THE MEASURE, SUPPLY AND FIT OF CARPET AND/OR VINYL FOR RECIPIENTS OF A SCOTTISH WELFARE FUND AWARD	12/05/2020	01/06/2020	31/05/2022	31/05/2022		
Victoria Carpets (Dundee) Ltd	Dundee City Council	CONTRACT FOR A FRAMEWORK AGREEMENT FOR THE MEASURE, SUPPLY AND FIT OF CARPET AND/OR VINYL FOR RECIPIENTS OF A SCOTTISH WELFARE FUND AWARD	12/05/2020	01/06/2020	31/05/2022	31/05/2022		
Dalebay Ltd t/a Noble & Bradford Flooring Contractors	Dundee City Council	CONTRACT FOR A FRAMEWORK AGREEMENT FOR THE MEASURE, SUPPLY AND FIT OF CARPET AND/OR VINYL FOR RECIPIENTS OF A SCOTTISH WELFARE FUND AWARD	12/05/2020	01/06/2020	31/05/2022	31/05/2022		
The Richmond Fellowship Scotland	Dundee Health & Social Care Partnership	a Care at Home, Housing Support and Outreach Service for individuals with mental health difficulties, a learning disability or Autism in Dundee	01/04/2020	01/04/2020		31/03/2021		£1,314,629

Supplier Name	Contract Owner	Contract Description	Award Date	Contract Start Date	Assumed Expiry	Contract End Date (inc extension)	Maximum Extension (Months)	Estimated Value (£NET incl extensions)
Dundee Carers Centre	Dundee Health & Social Care Partnership	An Information and Support Service for Carers and People with Disabilities. A Short Breaks Service. A BME Service. A Community Health Project. A Carers Involvement Service. A Support Service for Individuals in receipt of a Direct Payment.	01/04/2020	01/04/2020		31/03/2021		£1,027,909
The Inclusion Group (Dundee)	Dundee Health & Social Care Partnership	Support Services to adults with a learning disability and/or autism and physical disabilities	01/04/2020	01/04/2020		31/03/2021		£987,126
Action for Children	Dundee City Council	a Housing Support Service for Youth and Families	01/04/2020	01/04/2020		31/03/2021		£830,192
Capability Scotland	Dundee Health & Social Care Partnership	an Adults Enabling Service for adults with a range of support needs including learning disabilities	01/04/2020	01/04/2020		31/03/2021		£797,435
Transform Community Development Ltd	Dundee Health & Social Care Partnership	a Housing Support/Care at Home services to homeless people across three individual hostels in Dundee	01/04/2020	01/04/2020		31/03/2021		£755,400
Caalcare Limited t/a Rose Lodge	Dundee Health & Social Care Partnership	a care and support service to adults with learning disabilities	01/04/2020	01/04/2020		31/03/2021		£651,149
Tayside Contracts	Dundee Health & Social Care Partnership	a Meals Service to Service Users in Dundee	01/04/2020	01/04/2020		31/03/2021		£630,782
The Scottish Association for Mental Health	Dundee Health & Social Care Partnership	a Care at Home, Housing Support and Outreach Service for individuals with mental health difficulties in Dundee	01/04/2020	01/04/2020		31/03/2021		£624,369
Positive Steps	Dundee Health & Social Care Partnership	a flexible housing support service for adults in Dundee	01/04/2020	01/04/2020		31/03/2021		£586,058
AWTG Ltd	Dundee City Council	5G Testbed, Public WiFi & Commercial Partnership	25/02/2020	22/05/2020	21/05/2027	21/05/2030	36	£549,521

Supplier Name	Contract Owner	Contract Description	Award Date	Contract Start Date	Assumed Expiry	Contract End Date (inc extension)	Maximum Extension (Months)	Estimated Value (£NET incl extensions)
NHS Speech and Language Therapy	Dundee City Council	Speech Therapy Services for Children	01/04/2020	01/04/2020		03/03/2021		£491,582
Barnardo's	Dundee City Council	a Child and Families Support Service in Dundee	01/04/2020	01/04/2020		31/03/2021		£482,618
Includem	Dundee City Council	<u>Intensive Support (Community Based)</u> - provide an intensive community based support service for children, young people and families across Dundee. <u>Intensive Support (Schools Service)</u> – provide an intensive support service in partnership with Dundee's eight secondary schools. This service is for pupils in S1- S3 and who are at risk from exclusion due to presenting behaviour or wellbeing issues.	01/04/2020	01/04/2020		31/03/2021		£412,459
The Salvation Army Trustee Company	Dundee Health & Social Care Partnership	housing support services to homeless people across two individual hostels in Dundee	01/04/2020	01/04/2020		31/03/2021		£402,127
Dundee Plant Company Limited	Dundee City Council	Award of Finlathen Viaduct Repairs	21/09/2020	21/09/2020	31/03/2021	31/03/2021		£398,378
Dudhope Villa and Sister Properties	Dundee Health & Social Care Partnership	a care and support service to adults with learning disabilities	01/04/2020	01/04/2020		31/03/2021		£381,598
Dundee Survival Group	Dundee Health & Social Care Partnership	Housing Support Services to homeless people in Dundee.	01/04/2020	01/04/2020		31/03/2021		£376,110
Dundee Volunteer & Voluntary Action	Dundee Health & Social Care Partnership	Older People Services Development Officer, Community Companions (including Café Support), Third Sector Capacity Building and Dial-OP Services	01/04/2020	01/04/2020		31/03/2021		£361,283

Supplier Name	Contract Owner	Contract Description	Award Date	Contract Start Date	Assumed Expiry	Contract End Date (inc extension)	Maximum Extension (Months)	Estimated Value (£NET incl extensions)
Bield Housing & Care	Dundee Health & Social Care Partnership	a Housing with Care Service (including Balgowan Court and Bonneathill Gardens)	01/04/2020	01/04/2020		31/03/2021		£344,114
Balfield Properties t/a Westlands	Dundee Health & Social Care Partnership	a care and support service to adults with learning disabilities	01/04/2020	01/04/2020		31/03/2021		£341,340
Hillcrest Futures	Dundee Health & Social Care Partnership	a Housing with Care Service (including The Waverly, Sidlaw House, and Dickson Avenue) for Service Users in Dundee	01/04/2020	01/04/2020		31/03/2021		£327,561
Dundee Women's Aid	Dundee Health & Social Care Partnership	Domestic Abuse and Housing Support Services to Women and their Children in the Dundee area	01/04/2020	01/04/2020		31/03/2021		£311,364
Grampian Society for the Blind , operating as North East Sensory Services	Dundee Health & Social Care Partnership	a joint social work service for children, adults and their carers in the Dundee area who have a range of issues relating to the sensory impairment	01/04/2020	01/04/2020		31/03/2021		£301,697
Worldpay (UK) Ltd	Dundee City Council	Award of Supply of Merchant Services	01/12/2020	01/12/2020	30/11/2023	30/11/2025	24	£260,000
Hillcrest Futures	Dundee Health & Social Care Partnership	a 24 hours Housing Support and Care at Home Service for 10 individuals with complex alcohol related issues	01/04/2020	01/04/2020		31/03/2021		£249,012
We Are With You	Dundee Health & Social Care Partnership	a Service for individuals with a dependence on substances	01/04/2020	01/04/2020		31/03/2021		£214,558
Helm Training Ltd	Dundee City Council	services in the area of external alternative education provision, whose needs are formally assessed as best met through targeted educational provision outwith the mainstream school	01/04/2020	01/04/2020		31/03/2021		£213,750

Supplier Name	Contract Owner	Contract Description	Award Date	Contract Start Date	Assumed Expiry	Contract End Date (inc extension)	Maximum Extension (Months)	Estimated Value (£NET incl extensions)
Dundee Independent Advocacy Support	Dundee Health & Social Care Partnership	An independent citizen and professional (paid and volunteer) advocacy service for adults (aged 21-65 years) who live in Dundee. An independent issue based (professional and collective) service for adults (aged 65 years +)	01/04/2020	01/04/2020		31/03/2021		£209,949
Hillcrest Futures	Dundee Health & Social Care Partnership	a community based, recovery support Service for individuals who have substance misuse issues.	01/04/2020	01/04/2020		31/03/2021		£200,794
Dundee Volunteer & Voluntary Action	Dundee Health & Social Care Partnership	Supporting and Engaging with People who experience Mental Health Difficulties.	01/04/2020	01/04/2020		31/03/2021		£181,313
Wellbeing Works, Dundee	Dundee Health & Social Care Partnership	a range of services for people who are experiencing or recovering from mental health problems in the Dundee area.	01/04/2020	01/04/2020		31/03/2021		£161,124
One Parent Families Scotland	Dundee City Council	an advice, information and support service for lone parents and their children and other families with similar needs who live in the Dundee area.	01/04/2020	01/04/2020		31/03/2021		£154,147
Richard Irvin FM Ltd	Dundee City Council	Service & Cleaning of Boilers, CHP Units, Burners and Flues	30/01/2020	01/02/2020	30/01/2023	30/01/2024	12	£153,743
Scottish Refugee Council	Dundee Health & Social Care Partnership	Humanitarian Integration Service	01/04/2020	01/04/2020		31/03/2021		£153,736
Concrete Repairs Ltd (CRL)	Dundee City Council	Award of Concrete Repairs to External Elements 2020/21 (Various Developments)	30/10/2020	30/10/2020	31/03/2021	31/03/2021		£152,894

Supplier Name	Contract Owner	Contract Description	Award Date	Contract Start Date	Assumed Expiry	Contract End Date (inc extension)	Maximum Extension (Months)	Estimated Value (£NET incl extensions)
Penumbra	Dundee Health & Social Care Partnership	an Enabler Service and Carers Support Service for individuals with Mental Health difficulties	01/04/2020	01/04/2020		31/03/2021		£135,380
Blackwood Homes and Care	Dundee Health & Social Care Partnership	a Housing Support Service for Service Users in Dundee.	01/04/2020	01/04/2020		31/03/2021		£131,904
The Aberlour Child Care Trust	Dundee City Council	Aberlour Family Outreach Dundee service for parents/carers and their children in families across Dundee where problem substance misuse is an issue.	01/04/2020	01/04/2020		31/03/2021		£129,983
Alzheimer Scotland - Action on Dementia	Dundee Health & Social Care Partnership	a Range of Services for Service Users in Dundee who have been diagnosed with Dementia	01/04/2020	01/04/2020		31/03/2021		£120,102
Advocating Together (Dundee) SCIO	Dundee Health & Social Care Partnership	an Independent Advocacy Capacity Building Service for Adults with Learning Disabilities and/or Autistic Spectrum Disorder (ASD)	01/04/2020	01/04/2020		31/03/2021		£113,604
Capability Scotland	Dundee City Council	Care at Home and Enabling Service for Children and Young People with a Disability and their Families	01/04/2020	01/04/2020		31/03/2021		£89,349
Children 1st	Dundee City Council	a Family Support and Engagement Service	01/04/2020	01/04/2020		31/03/2021		£86,744
Who Cares? Scotland	Dundee City Council	an Independent Children's Rights Advocacy Service to include information, support and advice.	01/04/2020	01/04/2020		31/03/2021		£85,051
Hillcrest Futures	Dundee City Council	Key to Change Service for an assessment, treatment & intervention service to children and young people (12-17yrs) who live in Dundee and who are experiencing problems due to misusing substances	01/04/2020	01/04/2020		31/03/2021		£83,600

Supplier Name	Contract Owner	Contract Description	Award Date	Contract Start Date	Assumed Expiry	Contract End Date (inc extension)	Maximum Extension (Months)	Estimated Value (£NET incl extensions)
Tayside Council on Alcohol	Dundee City Council	a Plusone and Link Up Mentoring Service for Children and a Community Justice Mentoring Service for Men and Women	01/04/2020	01/04/2020		31/03/2021		£83,250
The Food Train Limited	Dundee Health & Social Care Partnership	a Grocery Shopping Delivery Service for Service Users in Dundee	01/04/2020	01/04/2020		31/03/2021		£76,564
Art Angel	Dundee Health & Social Care Partnership	a non-clinical support and recovery focussed arts activities Service for people in Dundee with mental health issues.	01/04/2020	01/04/2020		31/03/2021		£72,465
Hearing Voices Network	Dundee Health & Social Care Partnership	a therapeutic, community based, support Service to voice hearers who reside within the Dundee area	01/04/2020	01/04/2020		31/03/2021		£68,569
Partners in Advocacy	Dundee Health & Social Care Partnership	an independent advocacy service for children and young people up to the age of 21 years who live in Dundee	01/04/2020	01/04/2020		31/03/2021		£63,924
The Church of Scotland (Crossreach Axis Project)	Dundee Health & Social Care Partnership	a support service for individuals with a range of problems relating to substance misuse	01/04/2020	01/04/2020		31/03/2021		£59,368
Home-Start Dundee	Dundee City Council	a Volunteer Support Service for families and children in Dundee	01/04/2020	01/04/2020		31/03/2021		£57,934
The Women's Rape and Sexual Abuse Centre (WRASAC)	Dundee Health & Social Care Partnership	a support and training service for Women, Young Women, and Girls and for other Agencies engaged in their support	01/04/2020	01/04/2020		31/03/2021		£57,433

Supplier Name	Contract Owner	Contract Description	Award Date	Contract Start Date	Assumed Expiry	Contract End Date (inc extension)	Maximum Extension (Months)	Estimated Value (£NET incl extensions)
Laboratory Specialist Services Ltd	Dundee City Council	Contract for the Service and Maintenance of Fume Cupboards	14/01/2021	14/01/2021	13/01/2024	13/01/2024		£54,250
Barnardo's	Dundee City Council	Short Breaks Service	01/04/2020	01/04/2020		31/03/2021		£51,576
Royal Volunteer Scotland	Dundee Health & Social Care Partnership	Home from hospital service	01/04/2020	01/04/2020		31/03/2021		£50,625
Specialist Computer Centres	Dundee City Council	Award of MINI COMPETITION FOR THE SUPPLY OF NETWORK SWITCHES, MODULES AND TRANSCEIVERS VIA CCS Framework...	23/02/2021	23/02/2021	23/02/2021	23/02/2021		£105,500.00
Scan Building Services Ltd	Dundee City Council	Award of Mini Competition via DCC Framework for Mechanical Services, Dundee House Replacement of Main Pipework	22/02/2021	01/03/2021	02/07/2021	02/07/2021		£278,888.10
Concrete Repairs Ltd (CRL)	Dundee City Council	Award of Ladywell Avenue, Dundee - Concrete Repairs to Retaining Wall	03/03/2021	03/03/2021	26/03/2021	26/03/2021		£56,080.42
T & N Gilmartin (Contractors) Ltd	Dundee City Council	Award of Lot 1 Civil Engineering Works - Active Travel Improvements: Balmoissie to Seven Arches Link	22/03/2021	22/03/2021	28/05/2021	28/05/2021		£128,860.67
T & N Gilmartin (Contractors) Ltd	Dundee City Council	Award of Lot 1 Civil Engineering Works - Ulverston Terrace Environmental Improvements Phase 1	22/03/2021	22/03/2021	16/06/2021	16/06/2021		£166,051.44
P&G Blacksmiths	Dundee City Council	CONTRACT FOR BALMUIR WOOD TRAVELLER SITE FENCING PROVISION	12/02/2021	12/02/2021	02/08/2021	02/08/2021		£77,927.60

Appendix 2 - Community Benefits Update

1. Introduction

This section a brief overview of the Community Benefits approach in Dundee City Council and provides details of outcomes for current and past CB programmes. The report provides summaries of Community Benefit activity for the year March 2020 to March 2021 but also provides the cumulative total for projects to date and highlights particular achievements. While community benefits are now implemented across the range of council's procurement activity the largest projects remain in the Construction Area

2. Covid Impact

The Covid 19 pandemic has impacted on the Community Benefits programme with most sites closed for several months and many support staff and Community Benefit leads furloughed for much of lockdown. While this has clearly impacted outcomes it also resulted in some innovation particularly latterly with contractors innovating to deliver outcomes in different ways. As well as contractors innovating training providers too have had to adapt to a different way of training and engaging candidates. While contractors would not have been penalized for not achieving outcomes within this period, adapted outcomes have continued to be delivered be it at a lower level than before. The challenge now will be to keep the benefits gain during the pandemic in terms of innovation while beginning to return to more in person activity. It is also the case that across the spectrum of activity but particularly within employability that clients particularly young people are significantly more disengaged that they would have been before. This coupled with continued nervousness from employers about trainees introducing covid to sites and resulting in costly shutdowns is likely to continue to be a consideration in the next year.

3. 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 bench marks 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 are given the opportunity to 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

4. Community Wealth Building

When Community Benefits was last brought to Committee in December 2020 with, the department was tasked with the development of a Community Wealth Building Approach.

This approach is outlined in Policy and Resources Committee Paper 313-2021 Community Wealth Building in Dundee which went to Committee in November 2021 with the associated Centre for Local Economic Strategies Delivering Community Wealth Building in Dundee report. The recommendations and actions identified in this report will form part of our Community Benefits approach going forward and will include

- Supporting the development of a Community Wealth Building Culture in Dundee
- Improving baseline reporting around spend
- Develop a Community Benefits approach across Dundee anchors.
- Developing a Community Wish List Approach

5. 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 number of contracts over 4 million which include Community Benefits.

Given the nature of contracts, covering more than one financial year Information is provided both for March 2019 to March 2020 and cumulatively since the beginning of Community benefit programme.

Activity from March 2020 to March 2021

Supplier Development	
Local Construction Spend (within 35 miles)	£12,467,981
Average Percentage of Spend which was local (within 35 miles)	75%
Average Local Labour (within 35 miles)	79%
Employment and Skills	
Employment Opportunities Created	21
New Start Employment Opportunities (previously unemployed, redundant, graduates or new entrants)	18
Project Initiated Modern Apprenticeships	8
Existing Modern Apprentices	13
Work Experience Opportunities	26
Awareness Raising Activity	
Awareness Raising Events and Activities Delivered	49
Individuals Supported through Awareness Raising	367

6. Cumulative Outcomes for Dundee City Council Projects to end March 2021

For Capital Construction projects activity is also shown cumulatively and includes recent and current Waterfront, School, Housing and Individual Projects. Details of each of these areas is provided below. The Council also supports partners to deliver projects including NHS Tayside, Hillcrest Housing Association, Abertay University and a planned project with the Scottish Prison Service – details have been provided at the end of this report but are not included in the total figures.

Supplier Development	
Local Construction Spend (within 35 miles)	£109,743,318
Average Percentage of Spend which was local (within 35 miles)	55%
Average Local Labour (within 35 miles)	73%
Employment and Skills	
Employment Opportunities Created	309
New Start Employment Opportunities (previously unemployed, redundant, graduates or new entrants)	146

Project Initiated Modern Apprenticeships	120
Existing Modern Apprentices	311
Work Experience Opportunities	425
Awareness Raising Activity	
Awareness Raising Events and Activities Delivered	501
Individuals Supported through Awareness Raising	14,798

In addition to the Construction Contracts reported there are several new Dundee City Council or partnership construction contracts either started or planned to start in the coming months. These include Council projects - Broughty Ferry Flood Defence programme which started on site in March 2020. Partnership programmes include the Ellengowan Housing Development with Hillcrest Housing and the Women Custody Centre with the Scottish Prison Service

Capital Programmes Community Benefits Summary to End of March 2021

Contract	Local Spend	% Local Spend	%Local Labour	Employment opportunities	New Start Employment	Project Initiated Apprentice	Existing Apprentice	Work Experience	Awareness Raising Events	Individuals Supported Through Awareness Raising
Waterfront										
V&A	£7,049,138	9%	65%	52	22	18	50	26	28	728
Railway Station	£4,466,985	25%	43%	15	10	6	6	16	16	250
Camperdown Dock to Dundee Airport	£3,325,000	75%	77%	5	3	0	5	8	24	807
Waterfront 4	£3,705,677	41%	58%	11	7	3	0	7	7	146
Waterfront Site 6	£5,483,472	50%	95%	11	3	8	25	25	34	1059
Waterfront Place	£3,391,060	75%	64%	7	7	1	0	1	0	0
Schools										
North East Campus	£8,352,200	67%	87%	17	5	12	25	45	42	1915
Coldside Primary	£6,883,390	54%	79%	12	4	8	25	53	44	1445
Baldragon	£11,685,020	70%	76%	18	8	10	22	24	31	454
Menzieshill (Tayview)	£4,796,249	54%	79%	10	5	5	21	48	34	1533
Sidlaw View	£6,051,929	84%	73%	8	5	3	13	23	33	857
Harris	£2,414,976	24%	52%	15	7	8		21	29	411
Caird Avenue	£956,870	81%	87%	1	1	0	3	16	15	27
Balmerino Nursery	£1,244,307	86%	96%	2	1	1	5	4	6	153
Housing										
Alexander Street	£4,933,727	39%	99%	26	9	2	37	19	8	58
Derby Street	£11,735,521	75%	78%	13	8	10	15	16	31	1092
Other										
Dundee and Angus Residual Waste	£6,027,106	5%	52%	47	14	10	7	33	44	1476
Menzieshill Community Centre	£7,943,422	83%	84%	1	2	5	25	25	19	859
Regional Performance Sports Centre	£4,537,783	50%	48%	25	17	6	26	13	32	1239
Broughty Ferry Flood Defence	£4,759,486	59%	70%	13	8	4	1	2	24	289
Totals	£109,743,318	55%	73%	309	146	120	311	425	501	14,798

7. Community Benefits Examples

Construction remains the largest and most well-developed area of Community Benefits. While the pandemic impacted on elements of the programme particularly areas like work experience and visits it also resulted in the development of some new approaches. Below provides examples of some of the activity developed from March 2020 and March 2021 include: -

- **Journey into Construction Virtual Work Experience Programme** developed by Robertson Construction. The programme was designed to support young people who are wishing to explore careers in construction through a 'journey' of training and insights to broaden their knowledge of the industry. Completing employability workshops to enhance their skills and add value to their CVs to increase their chances of gaining meaningful employment, work experience or further education. Delivered as a 4-week virtual programme to support our employability providers and young people in search of employment it covered Site/Project Management, H&S, Commercial, Sustainability and Digital Construction. Feedback from participants included *'the course has showed me a lot more areas involved in construction industry than I realized and there are many more opportunities'* and providers indicated *'it has increased my clients confidence and knowledge'* and there was *'excellent communication throughout'*
- **Shared Apprenticeship Example – Ruhul Miah** was placed with MEB at Baldovie via the Shared Apprenticeship Scheme. He along with other apprentices and interns were asked to create health and safety leaflet's and posters to identify health and safety risks in their area of study and learn about them and showcase how they can protect their health and safety; and take that experience into the world of work. Ruhul was part of the team that won the Stevenson's Shield through the LOcHER (Learning Occupational Health by Experiencing Risks) Project. In addition MEBs Plant Manager helped set up a construction site visit in Perth, Australia via a previous DERL Manager whilst visiting family for a special occasion. Both of these was instrumental for Ruhul who after his placement was finished he was offered to a position at Chilworth and after a successful period along with Ruhul completing his HND in Civil Engineering, he was offered the chance of full time employment which included a fully funded degree opportunity in Civil Engineering.
- **Virtual Site Visits** – In November 2020 McLaughlin & Harvey have teamed up with the Civil & Environmental Engineers at Abertay University to produce an online 'virtual site visit trip' for the Broughty Ferry Flood Protection Scheme. This innovative approach has enabled them to showcase the activities happening on site without the need to be on site. The site visit was presented to students studying at Abertay University, Dundee & Angus College and Grove Academy, and has been used with other groups since. The site visit was delivered by Dr Rebecca Wade, Senior Lecturer in the School of Applied Sciences at Abertay University. Dr Wade said *"Field trips are a really important and informative part of our teaching. You can't beat the experience of getting out on site and showing students real-world examples to support their classroom learning. With Covid-19 there are restrictions on travel and large group activities are not allowed, so we have had to get creative in order to offer this experience to our students. We felt it was especially important with fantastic projects like the Broughty Ferry Flood Protection Scheme happening on our doorstep! So we got to work developing a virtual site visit as an alternative to the real thing. Our Abertay Civil and Environmental Engineering students enjoyed the virtual experience and McLaughlin & Harvey have been great to work with, so we decided to offer the experience to our partner institutions too – and we are delighted it has been so well received."*
- **Transition to Trade Programme** - MMcLaughlin & Harvey have agreed to fund 24 places on Alexander Community Development's Transition to Trade programme. This innovative 6 week programme will create a positive pathway for young people in S3 and S4 into the construction industry. The programme aims to remove some of the barriers to employment that young people frequently face, such as not having the required qualifications, or experiencing challenging home circumstances. The pupils undergo training in mindset, confidence, and goal setting, as well as developing the practical skills required to work within the construction industry. Following this training the pupils will participate in a large-scale design and build project, working as a part of a team, they will have the opportunity to use their newly developed skills, to revamp a building within their local community. The aim is to give them an increased feeling of pride within their community as well as sense of achievement. Included in the programmes is a focus on employability skills and the pupils participate in mock interviews, to build on the skills required to gain future employment.

The delivery of specific activities, linked to community and partner specific requests is something which we intend to Integrate into the Community Benefit approach going forward as part of Community Wealth Building. Other authorities including Perth and Kinross have an established model for gathering community benefit 'wish' requests, by compiling an on-line list of requests, moderated by the council which contractors are then directed

to select a wish to deliver as part of their Community Benefit commitments. It is hoped that when this is integrated into the construction programme this will allow contractors to support projects in the localities being affected and potentially disrupted by the works taking place in their areas. The experience from other areas is that it will also be particularly useful for lower value and non-construction contracts which are currently often a challenge to match a contractor's requirements with a partner such as a school or college looking for support.

Capital Programmes – Area and Project Summaries to end March 2021

Dundee Waterfront Summary

Dundee Waterfront Construction Contract Summary

Supplier Development	
Local Construction Spend (within 35 miles)	£27,421,332
Average Percentage of Spend which was local (within 35 miles)	45%
Average Local Labour (within 35 miles)	65%
Employment and Skills	
Employment Opportunities Created	101
New Start Employment Opportunities (previously unemployed, redundant, graduates or new entrants)	52
Project Initiated Modern Apprenticeships	36
Existing Modern Apprentices	86
Work Experience Opportunities	88
Awareness Raising Activity	
Awareness Raising Events and Activities Delivered	109
Individuals Supported through Awareness Raising	2990

**Please note that the above summary includes Community Benefit monitoring information from the V&A Dundee, Dundee Railway Station and Concourse, Waterfront 4, Camperdown Dock to Riverside Flood Defence, Waterfront Site 6 Office Build and Waterfront Place contracts. The Camperdown Dock to Riverside Flood Defence, Waterfront Site 6 and contracts are developed under the terms of a Scape Framework contract whereby local spend and labour for this project is measured at circa 40 miles.

Current Waterfront Projects Include

Waterfront Place – Morgan Sindall

This project began on site in February 2020, activity to date includes

- £3,391,060 or 75% of spend to date has been spent locally 1 supplier development event (achieved February 2020)
- 7 Employment Opportunities created to date of which all of them were new starts, i.e. unemployed or redundant candidates including positions as gatemen and labourers.
- 1 project-initiated apprentices
- 1 work experience placements along with the offer of additional virtual work placement opportunities which providers were unable to fill. Morgan Sindall are offering these again for 2022 opportunities

School Contracts Summary

Supplier Development	
Local Construction Spend (within 35 miles)	£42,384.941
Average Percentage of Spend which was local (within 35 miles) *	65%
Average Local Labour (within 35 miles)*	79%
Employment and Skills	
Employment Opportunities Created	83
New Start Employment Opportunities (previously unemployed, redundant, graduates or new entrants)	36
Project Initiated Modern Apprenticeships	47
Existing Modern Apprentices	114
Work Experience Opportunities	234
Awareness Raising Activity	

Awareness Raising Events and Activities Delivered	234
Individuals Supported through Awareness Raising	6795

**Schools included in this summary are North East Campus, Coldside Primary, Baldragon Academy, Menzieshill (Tayview), Sidlaw View, Harris Academy, Balmerino Nursery and Caird Avenue. North East Campus, Coldside, Menzieshill and Sidlaw View are delivered through the SCAPE framework meaning 'local for spend and staff are measured at 40 miles. Note since last reporting an additional £943,122 of local spend has been attributed to North East Campus Contract

Programmes on site between March 2020 and March 2021

Balmerino Nursery with Robertson through the SCAPE framework

This was delivered by Robertson Construction Tayside through the SCAPE framework. The project began in October 2019 with completion delayed July 2020 due to the Covid 19 pandemic. Community Benefit activity included

- £1,244,307 or 86% of contractor spend was locally within 40 miles
- 96% of labour was local within 40 miles
- 2 Employment Opportunities Created 1 of whom was a new start
- 1 Project Initiated Apprentices was started with 5 existing apprentices given an opportunity
- 4 Work Placements
- 6 Awareness raising activities supporting 153 individuals

Caird Avenue Nursery project was also delayed due to the pandemic, this project began on site in October 2020, activity to the end of March 2021 included

- £956,870 or 81% local spend within 40 miles
- 87% local labour within 40 miles
- 1 employment opportunity who was also a new start
- 3 existing apprentices
- 16 work placement opportunities including 14 candidates undertaking the Journey to Construction virtual work placement programme describe above
- 15 awareness raising activities supporting 27 people

Housing Contracts

Housing Contracts Summary

Supplier Development	
Local Construction Spend (within 35 miles)	£16,669,248
Average Percentage of Spend which was local (within 35 miles) *	57%
Average Local Labour (within 35 miles)*	89%
Employment and Skills	
Employment Opportunities Created	39
New Start Employment Opportunities (previously unemployed, redundant, graduates or new entrants)	17
Project Initiated Modern Apprenticeships	12
Existing Modern Apprentices	52
Work Experience Opportunities	35
Awareness Raising Activity	
Awareness Raising Events and Activities Delivered	39
Individuals Supported through Awareness Raising	1150

**Projects included in this summary are Alexander Street and Derby Street both delivered in partnership with Hillcrest Housing Association. Derby Street is delivered through the SCAPE framework meaning 'local for spend and staff are measured at 40 miles.

Current Housing Contracts

Derby Street – Robertson Partnership Homes with Robertson Construction

This project is delivered in partnership with Hillcrest Housing Association and is delivered through the Scape Framework. Community Benefit activity from June 2018 to March 2020 is as follows

- £11,735,521 or 75% of contract spend was spent locally within 40 miles.
- 78% of staff on site are local (within 40 miles)
- 13 employment opportunities have been created on site, of those
- 8 have been to New Starts, defined as those who have been previously unemployed, redundant or leavers from training programmes.
- 10 project initiative apprenticeship opportunities have been created including apprenticeships with Skene and Care Electrical and 15 existing apprentices have been provided an opportunity on site
- 16 work experience placements
- 31 Awareness Raising Events supporting 1092 individuals

Other Contracts

Broughty Ferry Flood Defence Contract

This contract started in July 2020 and is delivered by Mclaughlin and Harvey through the SCAPE Civil Engineering framework. Progress to the end of March 2021 includes

- £4,756,486 or 59% of spend has been spent locally within 40 miles with local contractors including Kilmac, Metal Tech and Tayside Contracts. Note that contractors has projected spend to the end of the project and are scheduled to meet the 70% local spend target.
- 70% of labour on site is local
- 13 Employment opportunities have been created including 8 new start employment opportunities including 2 kick start ground worker opportunities
- 4 apprentice opportunities have been created including an HNC Civil Engineering with SVQ Level 3 in Construction Operation from Kilmac.
- 2 work placement opportunities delivered including a Stonemason Shared Apprentice placement and Abertay Student Placement
- 24 Awareness raising activities supporting 289 individuals. As this project is predominately outside they were able to more easily accommodate site activity and where quick to develop virtual visits in partnership with local partner. More details are provided above

Dundee and Angus Residual Waste Contract

This is a partnership contract with Angus Council is to support the processing of residual waste in Dundee and Angus. The contractor MEB are responsible for running the existing Baldovie Incinerator, while they construct a new energy from waste plant on the site. Thereafter they will be responsible for running the site for the remainder of their contract period of 25 years. There are community benefit requirements in the construction and service elements of the contract.

Construction Phase (referred to as Works Phase)

The construction element began on site in January 2019, progress to end of the March 2021 are as follows

- £6,927,106 or 5% of contract spend was spent with local contractors and suppliers
- 2 Meet the Buyer Event delivered in January 2019 and January 2020
- 52% of labour on site local within 35 miles
- 47 Employment Opportunities created of which
- 14 were New Start Employment Opportunities
- 10 Project Initiated Apprentice New Apprentices including providing 138 Shared Apprentice Weeks (44 shared apprentice weeks equals 1 outcome)
- 33 Work Experience Placements including 7 school placements in Dundee and 7 in Angus
- 44 Awareness Raising Activities supporting 1476 individuals

- £5,000 Challenge Fund for school projects (£3,000 for Dundee and £2,000 for Angus) during the works phased per annum. 2020 funding will be rolled into 2021 funding round due to lock down and is currently out for schools to propose submissions

Service Period Targets (start after new site is build and last for 25 years)

- 25 Supplier Development Events (1 per year)
- 1,200 Hours of Business Mentoring (48 per year)
- Local Labour Monitoring
- 4 New Starts Employment Opportunities
- 4 New Apprentices
- 50 School Work Placements (2 per year, 1 in each authority)
- 25 Post school placements (1 per year)
- 50 Awareness Raising Outcomes (2 per year)
- 250 Environmental Awareness Events (10 per year)

Regional Performance Sports Centre with Balfour Beatty

This contract is delivered through the Scape Framework by Balfour Beatty and includes the Regional Performance Sports Centre and Energy Centre. It began on site in May 2018 and was completed in October 2019 Community Benefit activity includes

- £4,537,783 or 50% of contract spend to end of October 2019, spent with local subcontractors or suppliers within 40 miles. Note that the contractor received dispensation to remove several specialist work packages from the assessment mid project which could not be sourced locally allowing them to achieve SCAPE targets.
- 3 Supplier Development Meet the Buyer Events
- 48% average local staff on site within 40 miles
- 25 Employment Opportunities Created of those
- 17 New Starts created (opportunities for individuals who were previously unemployed, redundant or leavers from training programmes.
- 6 Project Initiated Apprenticeships (including 127 shared apprentice weeks equaling 2 outcomes)
- 26 Existing Apprentice Opportunities
- 13 Work Experience Opportunities
- 32 Awareness Raising Activities including site visits and workshops supporting 1239

Menzieshill Community Centre with Robertson Construction

This contract was delivered by Robertson Construction under the SCAPE framework. This project began in July 2018 and was completed in July 2019 (including 2017 gardening enabling works). Community Benefits delivered included

- £7,943,422 or 83% of contract spend was spent with local subcontractors or suppliers (within 40 miles)
- 84% of staff local within 40 miles
- 7 Employment Opportunity Created
- 2 were new starts (previously unemployed or redundant)
- 5 Project Initiated Apprenticeships
- 25 Existing Apprenticeships
- 25 Work placement Opportunities
- 19 Awareness Raising Events supporting 895 individuals

Current Partners Contracts

Women's Custody Unit

The Council are supporting the Scottish Prison Service with the Women's Custody Unit, delivered by Ogilvie Construction. Specific requirements around security and the provision of PVG for employment and work placement candidates has made the provision of traditional community benefits a challenge. The project started in November 2020 and to end of March 2021 had delivered

- £361,538.86 or 50% of contract spend has been spent locally within 35 miles.
- 1 Employment Opportunity Created for a site laborer who is also a new start
- Community Project – have fitted an outside tap for a local community project
- Provided a donation of materials for scrap antics

Future Partners Contracts

Michelin Innovation Park

The council are supporting MSIP to develop and deliver community benefits as part of this project. This will be delivered by Robertson Construction through a Procurement Hub contract. Project targets include

- Local Spend and Local Labour Monitoring
- 3 New Start Employment Opportunities
- 2 Project Initiated Apprentice Opportunities and 2 Existing Apprentice Opportunities
- 2 Work placements
- 6 awareness raising outcomes.

Completed Partner Contracts

NHS Tayside Contracts

NHS Capital Programme, delivered by Balfour Beatty

This contract is to support 3 capital programmes – the Children's Theatre Suite, Neonatal Intensive Care Unit and the Electrical Infrastructure programme. Update outstanding

Pharmaceutical Specialist Services, contract delivered by Robertson Construction

This contract was for NHS Tayside and is delivered under the Hubco Framework. Delivered from January 2017 to August 2019, this was a highly specialised contract, with a complex Mechanical and Electrical component.

- £13,768,221 or 55% of contract spend was spent with local contractors within 35 miles.
- 63% of labour was local within 35 miles
- 9 Employment Opportunities created of those, 5 New Starts filled by candidates who were previously unemployed, redundant or leavers from training programmes
- 4 Project Initiated Apprentice opportunities and 9 Existing Apprentices have been provided opportunities.
- 8 Work Experience placements provided
- 6 Awareness Raising activities undertaken supporting 81 individuals

Note partners contracts are not currently included in cumulative Community Benefit figures.

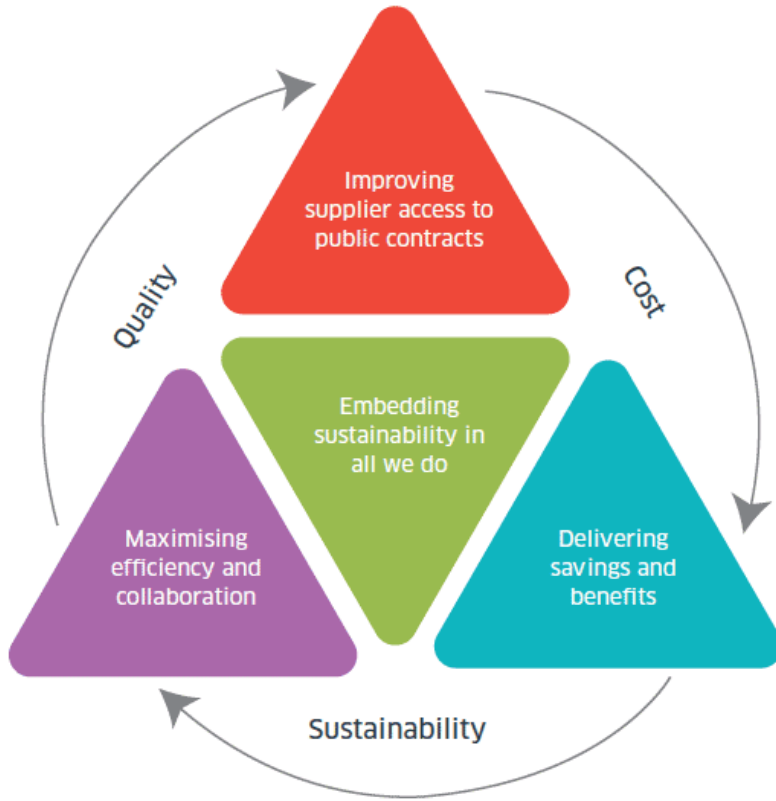
Appendix 3 – Future regulated procurements 1 April 2021 to 31 March 2023

Contract Description
Service and Maintenance of Lifts and Hoists
Tender for the Supply of School Bus Services and Season Tickets
Rental of Fitness Equipment
Air Conditioning
Alarm Systems
Ceramic Tiling
Cleaning & Window Cleaning
Closed Circuit Television Services
Compressed Air
Core Cutting and Drilling
Curtain Walling
Demolition
Disabled Persons Toilet Alarm
Door Entry Systems and Access Ironmongery
Drain Cleaning and Surveys
Electrical - Commissioning
Electrical - Panic Alarms
Electrical Work/Equipment
Fire Alarms
Fire Extinguishers
Fitments and Furniture
Flat Roofing
Floor & Hardwood Floor Coverings & Floor Screeds
Garage Equipment (Ramps etc)
Glazier
Hoist Equipment
Insulation
Intruder Alarms
Intumescent Coatings
Joinery Services
Kitchen Equipment
Lightning Protection
Mastic Sealant
Mechanical Work - Sterilisation and Chlorination
Medical Gases
Metal Cladding Work
Metal Stud Partition Work

Contract Description
Metalwork
Mobile Platforms
Painting and Ames Taping Work
Painting Work (Various)
Plumbing Work
Render and Plaster Work
Road Linings
Road Surfacing Work
Rooflights
Rot Treatment (Dry and Wet)
Sensory Equipment
Signage
Slate and Roof Tile Work
Soft Landscaping
Specialist Roof Works (Lead, Copper, Zinc etc)
Stonework Including Stone Cleaning
Structural Steelworks
Suspended Ceilings
Toilet Cubicles, Laminated Bathrooms
TV & Satellite
Ventilation
Wall Protection
Water Chlorination
Window and Door Installations

Collaborative Contracts due for renewal either via Scottish Procurement/Scotland Excel/ Tayside Procurement Consortium
Fixed Telephony
Network Enablement Services
Interim Management & Agency Staff
Asbestos Removal
Audio Visual Equipment
Butcher Meat & Fish
Care homes - adults with learning disabilities
First Aid Materials
Grounds Maintenance Equipment
Janitorial Products (prev. Hygiene)
Road Maintenance Materials
Security Services (security guards)
Power tools)
Recyclable & Refuse Containers
Recyclable & Residual Waste
Salt
Signage
Social Care Interim Management & Agency Staff
Street Lighting Materials
Washroom Solutions
Street Furniture
Confidential Shredding
Bus Shelter Cleaning
CCTV - public spaces
Fitness Equipment
Flooring Materials
Maintenance of Audio Visual Equipment
Modern Languages Interactive Platform
Scrap - income
Maintenance of Education Equipment (Lab kit etc)
Web Security
Wireless Maintenance
Wood Recycling
Real Time Info System
Maintenance of Theatre Equipment (lighting etc)
Disposal of Assets (concession contract)
Children's Services (scope TBA)

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.

<p><u>Category A</u> Contracts through Procurement Scotland (for all public bodies) or other national contracts/frameworks</p>	<p><u>Category B</u> Contracts through Scotland Excel (for Local Authorities) or other Sectoral contracts/frameworks</p>	<p><u>Category C1</u> Contracts through local collaboration eg Tayside Procurement Consortium (for all Tayside Councils and Tayside contracts)</p>	<p><u>Category C</u> Contracts through Dundee City Council (for Dundee City Council only)</p>
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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, this framework has since been re-tendered in 2021 with additional entrants to this service provision

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 and National Meet the Buyer events –Dundee City Council's Economic Development and Corporate Procurement teams organise and support these events
- 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



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