

South Ayrshire Council

**Report by Chief Financial Officer
to Cabinet
of 25 November 2025**

Subject: Annual Procurement Report 2025

1. Purpose

- 1.1 The purpose of this report is to seek approval for the publication of the Council's Annual Procurement Report 2025 which details the Council's procurement activity between 1 April 2024 and 31 March 2025.

2. Recommendation

2.1 It is recommended that the Cabinet:

- 2.1.1 approves the Annual Procurement Report 2025 attached as Appendix 1; and**
- 2.1.2 requests that officers forward this report to the Scottish Government before it is published on the Council's website.**

3. Background

- 3.1 To comply with [Section 18\(1\) of the Procurement Reform \(Scotland\) Act 2014](#) the Council, is obliged to prepare or revise a procurement strategy in relation to its financial year and must also prepare and publish an annual procurement report on its regulated procurement activities as soon as is reasonably practicable after the end of its financial year. 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.

3.2 The annual procurement report must include:

- 3.2.1 a summary of the regulated procurements that have been completed during the year covered by the report;
- 3.2.2 a review of whether those procurements complied with the contracting authority's procurement strategy;
- 3.2.3 a summary of any community benefit requirements imposed as part of regulated procurements and any steps taken to facilitate the involvement of supported businesses in regulated procurements; and
- 3.2.4 a summary of the regulated procurements the authority expects to commence in the next two financial years.

- 3.3 If approved by the Cabinet and in accordance with the Scottish Government's requirements, the Council's annual procurement report must be sent, by e-mail, to the Scottish Government and then made publicly available, online.

4. Detail

- 4.1 The Council's Annual Procurement Report 2025 (Appendix 1) summarises the performance and achievements of the Council in delivering its Procurement Strategy and covers the period between 1 April 2024 and 31 March 2025.

- 4.2 The Council's Annual Procurement Report 2025 (Appendix 1) includes Performance Indicators based on the figures from 2024/25 financial year. The Council's overall spend with third party suppliers in 2024/25 was £239M. Some areas to highlight are below:

4.2.1 The percentage of South Ayrshire based suppliers used was 27.4% in 2024/25.

4.2.2 The percentage of new Council contracts awarded to organisations located within South Ayrshire was 18% in 2024/25; and

4.2.3 Procurement reviewed 338 of the Council's contracted suppliers and held 17 supplier review meetings in 2024/25. A formal review meeting is held when a supplier's performance drops below a satisfactory level and any actions required to remedy the situation are put in place and tracked.

- 4.3 It is proposed that Cabinet approves the Annual Procurement Report 2025 and agree that it is sent to the Scottish Government in November 2025 before being published on the Council's website.

5. Legal and Procurement Implications

- 5.1 Legal implications arising from this report are that the Council must prepare an annual procurement report that complies with [Section 18\(1\) of the Procurement Reform \(Scotland\) Act 2014](#).

- 5.2 Procurement Implications arising from this report are that the Council's Procurement Service have prepared the Council's Annual Procurement Report 2025 and are satisfied that the updated annual procurement report meets all of the requirements of Section [18\(1\) of the Procurement Reform \(Scotland\) Act 2014](#).

6. Financial Implications

- 6.1 Not applicable.

7. Human Resources Implications

- 7.1 Not applicable.

8/

8. Risk

- 8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 ***Risk Implications of Rejecting the Recommendations***

8.2.1 Rejecting the recommendation may impact on the reputation of the Council and/ or may give rise to breach of statute, legal challenge or Council liability.

9. **Integrated Impact Assessment (incorporating Equalities)**

9.1 The proposals in this report do not require to be assessed through an Integrated Impact Assessment. This is a financial and performance update only.

10. **Sustainable Development Implications**

10.1 ***Considering Strategic Environmental Assessment (SEA)*** - This report does not propose or seek approval for a plan, policy, programme or strategy or document otherwise described which could be considered to constitute a plan, programme, policy or strategy.

11. **Options Appraisal**

11.1 An options appraisal has not been carried out in relation to the subject matter of this report.

12. **Link to Council Plan**

12.1 The matters referred to in this report contribute to the Council strategic objective of Priority 2 Live, Work Learn, work and economy and Priority 3 Community Engagement of the current Council Plan 2023 – 2028.

13. **Link to Shaping Our Future Council** Yes No

13.1 Not applicable.

14. **Results of Consultation**

14.1 There has been no public consultation on the contents of this report.

14.2 Consultation has taken place with Councillor Ian Davis, Policy Lead for Finance and Corporate Services, and the contents of this report reflect any feedback provided.

15. **Next Steps for Decision Tracking Purposes**

15.1 If the recommendations above are approved by Members, the Chief Financial Officer will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Cabinet in the 'Council and Leadership Panel Decision Log' at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Publication of Annual Procurement Report 2025	1 December 2025	Service Lead - Procurement

Background Papers **None**

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Date: **29 October 2025**

Annual Procurement Report



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Section 2 – Introduction

This Annual Procurement Report summaries the performance and achievements of the Council in delivering its Procurement Strategy and covers the period between 1 April 2024 and 31 March 2025.

The Council's Procurement Strategy covering this period sets out the procurement objectives of the Council for the financial years 2024-2025.

The Procurement Strategy is closely aligned to the [Council Plan 2023-2028](#) which outlines the Council's priorities and objectives over the next five years.

The Procurement Strategy enables the Council to understand how procurement contributes towards the Council's vision and provides focus and direction for procurement activities, ensuring a long-term perspective is in place within a framework of policies, procedures, standards, collaboration and improvement planning.

In order to support delivery of the Council Plan, the Procurement Strategy covering the period included 4 Key Objectives:

1. Procurement Capability Development;
2. Maximising Efficiencies Through Procurement;
3. Development of Collaborative Opportunities; and
4. Fulfilment of Sustainable Procurement Duties.

The delivery of these Key Objectives helps support the Council as it continues to face significant challenges to balance the increase in demands for services against reducing budgets and resources.

The procurement landscape in Scotland also continues to evolve. The current procurement regulations introduced in 2015, coupled with financial and economic pressures, requires the support of a strategic Procurement function to assist Services to achieve Best Value; make new efficiencies within existing contracts; manage suppliers; while also ensuring compliance to the legislation that governs public procurement.

Overall, the period between 1 April 2024 and 31 March 2025 the following report sets out the achievements and future plans for the Council's procurement. During the reporting period:

- **238** procurements were completed. All were carried out in accordance with the Council's Procurement Strategy;
- Community benefits were included in a total of **59** procurements awarded; and;
- **129** procurements are expected to be awarded in the next 2 financial years, not including ad-hoc or reactive requirements.

Section 3 – 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.

Table 1 below shows a summary of all Regulated Procurements awarded by the Council between 1 April 2024 and 31 March 2025.

Table 1. Summary of Regulated Procurements

Number of regulated procurements awarded	65
Total estimated value of awarded regulated procurements	£147,838,170
Number of light touch contracts let during the period	17
Average number of bids received	5
% of contracts awarded to SMEs during the reporting period	61%
Average processing time for a procurement exercise	124 Days

Further details of the Regulated Procurements awarded by the Council between 1 April 2024 and 31 March 2025 can be found at Annex 1 of this Annual Procurement Report on page 18.

Section 4 – Review of Regulated Procurement Compliance

The Council is committed to ensuring all regulated procurements comply with both the Council's Procurement Strategy and all relevant legislation. All awarded contracts are published on the monthly updated Contract Register and in addition, lessons learned, or good practice are recorded in each Tender Outcome Report and shared with the wider Procurement Team and relevant service.

This includes compliance with Sustainable Procurement Duties;

Community Benefit Requirements	<p>Fully Complied:</p> <ul style="list-style-type: none"> • All contracts above the Regulated Procurement Threshold contained a community benefit requirement • Community benefits delivered are recorded and published • No challenges or complaints were received regarding publication of Community Benefit clauses
Consulting and Engaging with Stakeholders	<p>Fully Complied:</p> <ul style="list-style-type: none"> • Market research carried out prior to tendering to ensure appropriate consultation with both internal and external stakeholders • Contract strategies developed and approved prior to the publication of contracts • No challenges or complaints were received regarding communications from Procurement
Payment of a Living Wage	<p>Fully Complied:</p> <ul style="list-style-type: none"> • Where relevant and proportionate sustainability requirements, including support for Fair Working Practices and the Living Wage were included in contract documents • No challenges or complaints were received regarding publication of Fair Work Practice clauses • The Council is currently engaged in the process of becoming a Living Wage Employer with Procurement's assistance
Procurement of Fairly and Ethically Traded Goods and Services	<p>Fully Complied:</p> <ul style="list-style-type: none"> • Where ethically traded goods and services are available, the Council will work with all relevant stakeholders and take a Best Value approach when applying fair and ethically trading principles in procurement activities • No challenges or complaints were received regarding fair and ethical trading
Community Health and Wellbeing and Animal Welfare in the Procurement of Food	<p>Fully Complied:</p> <ul style="list-style-type: none"> • Where relevant the nutritional requirements for food, and the welfare of animals were considered • No challenges or complaints were received regarding community health and wellbeing or animal welfare in the procurement of Food

Section 5 – Community Benefits/Sustainable Procurement Summary

The Council is committed to maximising Community Benefits from its procurement activities. The use of Community Benefits clauses contributes to South Ayrshire Council’s Procurement Strategy Key Objectives, in particular Key Objective 4: **“Fulfilment of Sustainable Duties”**.

Within this objective it is the Council’s ambition to **“embed established methods of evaluation and recording of Community Benefits in the execution of individual contracts.”** In delivering this ambition, the Council will meet the following objectives:

- ✓ To further promote and consider the inclusion of Community Benefits clauses in all relevant procurement activity;
- ✓ Use of a standardised Community Benefit clause and quality (technical) question within tenders;
- ✓ Use of a standardised process to monitor Community Benefits delivered by Suppliers throughout the contract lifetime;
- ✓ Use of a standardised process to report and promote Community Benefits delivered by Suppliers throughout the contract lifetime;
- ✓ Maximise outcomes through the use of Voluntary Community Benefits;
- ✓ Maximise outcomes by developing Supplier knowledge and understanding of Community Benefits.

The table below reports the summary of all Community Benefits included in contracts awarded between 1 April 2024 and 31 March 2025:

Table 2. Summary of all Community Benefits

Total Number of Contracts Awarded	238
Total Number of Regulated Procurements	65
Total Number of Contracts Awarded with Community Benefit Requirements	59
% of Community Benefits Awarded from the Total Number Contracts Awarded	25%

Procurement’s Community Benefits in Contracts process was approved by the Council in March 2018. A Community Benefit Register is used within the procurement process to record information on how community benefits are contributing to local and national outcomes.

Procurement's Community Benefit Register provides information on the numbers of achieved community benefits in the following categories:

- Improving Education skills
- Delivering Training & Development
- Enhancing and Improving Local Community Projects
- Improving Local Employability
- Work Experience/ Apprenticeships
- Sponsorship and Charity Work

In looking to maximise the potential and returns from community benefits the Procurement Service started working with colleagues in Thriving Communities in 2018 and, where applicable, embed local requests for Community Benefits in the tenders that are published and contracts that are concluded for the Council's requirements.

The Council's Community Benefits process can be used by community groups and charities to request help and assistance from the Council's suppliers.

Work on the Community Benefits process has continued with assistance from the Community Wealth Building Officers. The Council have developed an online portal to allow community groups to lodge their requests online. This allows any tenderers to see any applicable requests and they can pledge to complete these requests as part of their tender return through the portal.

Some examples of Community Benefits delivered during 2024/25 are:

- Delivery of a programme to provide Work Experience to young people residing in South Ayrshire at weekends.
- Organisation and attendance of recruitment fayres within South Ayrshire.
- Recruitment of two young persons (aged 16 years and 17 years old) as Young People's Workers within a local companies Disabilities Easter and Summer Playscheme.
- Continued support and donations made across multiple contracts to local Community Groups and Charities. (Examples of a few organisations who received support or donations were the Kilt Walk, Whitley's Retreat and South Ayrshire Dementia).
- A local contractor conducted 'Santa and his Sleigh visits' and raised nearly £4000 to support families in our local community struggling to afford day to day essentials around Christmas.

Table 3. Breakdown of Community Benefits up to 2024/25

SAC Community Benefits	
Total Number of Contracts Awarded within 2023/24 which have a Community Benefit Clause	59
Total Number of Active SAC contracts which have a Community Benefit clause and were monitored in 2024/25	248
Total Number of Active SAC Contract Community Benefit Individual Pledges	1,101
Number of Active SAC Contract Community Benefit Individual Pledges delivered in 2024/25	58
Number of Active SAC Contract Community Benefit Individual Pledges which are 'In Progress' up to the end of 2024/25 (these are pledges which are partially completed, for example 3 of 4 Apprentices completed this far into the duration of the contract)	599
Individual Pledges Delivered Breakdown:	
Delivering Training and Development	69
Enhancing and Improving Local Community Projects	83
Improving Education and Skills	89
Improving Local Employability - New Jobs	94
Work Experience Placements/Programmes	82
Supported Business Third Sector and Voluntary	58
Other (Sponsorship/Charity Work Etc).	124
Total	599
Community Group Seeking Support Portal (Implemented Process as of 01/08/2023):	
Number of Community Group Seeking Support Requests Submitted in 2024/25	41
Number of Community Group Seeking Support Requests Taken in 2024/25	20
Number of Community Group Seeking Support Requests Fulfilled in 2024/25	10

South Ayrshire Council spend through direct awards and mini competitions via Scotland Excel contracts are reported separately by Scotland Excel themselves. These community benefits are not included in this report.

The contracts awarded without community benefits include various direct awards, and self-directed support packages of care, which would not be suitable for community benefits.

South Ayrshire Council is committed to achieving improved standards of sustainable procurement throughout the Council, in accordance with the duties set out within the Procurement Reform (Scotland Act) 2014.

Minimising the impact on the environment is a consideration for all tender exercises for procuring goods, services and works. In line with the Scottish Government's purpose of increasing sustainable economic growth, EU and UK 'green' procurement legislation, the Council initiates savings in materials, energy and waste, where possible and promotes a sustainable approach to the way we conduct our business.

This approach is in line with the Council's Procurement Strategy (which was updated in 2025) Key Objective 4; Development of Collaborative Opportunities and Fulfilment of Sustainable Procurement Duties and ensures that the Council complies with its Sustainable Procurement Duties, which is a mandatory requirement under the Reform Act. South Ayrshire Council continue to follow the Scottish Government's Sustainable Procurement Action Plan, in conjunction with statutory guidance, while updating our progress against sustainability targets using the Flexible Framework self-assessment tool (FFSAT).

Section 6 – Supported Business

The Council is committed to supporting and improving access to procurement opportunities for local SMEs, Third Sector Bodies and Supported Businesses and this contributes to the Council’s Procurement Strategy 2025 Key Objectives, in particular Key Objective 4: “**Fulfilment of Sustainable Duties**”.

Within this objective, the Council’s ambition “**to continue to support and improve access to procurement opportunities for SMEs, including local businesses, Third Sector Bodies and Supported Businesses**” has been met by ensuring early consideration, either at contract strategy stage or through our knowledge of forthcoming collaborative opportunities (local or national), on how SMEs, local businesses, Third Sector Bodies and Supported Businesses can be made aware of public procurement activity, while promoting established business support initiatives such as the Supplier Development Programme.

In particular Supported Businesses make an important contribution to the Scottish economy. Not only 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. A Supported Business’ primary aim is the social and professional integration of disabled or disadvantages persons. At least 50% of the employees of those businesses should be disabled or disadvantaged.

This is an important element of the sustainable procurement duty and the steps taken by the Council to facilitate the involvement of Supported Businesses in our procurement will therefore be helpful to the organisation in demonstrating compliance with that duty.

Table 4. Summary of spend with supported businesses

Supplier	Spend
CCL North Ltd	£2,330.00
Hansel Alliance	£519.64
Hey Girls CIC	£33,838.15
Keela International	£6,751.09
Scotland’s Bravest Manufacturing Company	£200.00
Total	£43,638.88

Section 7 - Future Regulated Procurements

The Council's Contracts Register is publicly available on the Council's website and states the start and end date of all contracts. This end date of each individual Council contract has been used to develop a work plan for the next two financial years. A summary of this work plan can be found at Annex 2 of this Annual Procurement Report on page 21.

South Ayrshire Council Procurement webpage: [Tenders and contracts - South Ayrshire Council](#)

Section 8 – Contract and Supplier Management

Managing contracts effectively is required to achieve contractual deliverables and best value. Improved Supplier relationships, realising contract efficiencies and minimising total cost of ownership relies on robust Contract and Supplier Management (CSM) throughout the lifetime of the contract.

Procurement's CSM process was approved by the Council in March 2018 and a cross-Service consistent approach to CSM contributes to the Council's Procurement Strategy 2025 Key Objectives, in particular Key Objective 2: "**Maximising Efficiencies Through Procurement**"

Between 1 April 2024 and 31 March 2025, Procurement reviewed 338 of the Council's contracted suppliers and held 17 meetings with 8 suppliers (see Table 5 below).

Service Users evaluate suppliers using Key Performance Indicators (KPIs) relating to cost, service, quality and sustainability

When completing their online supplier surveys, Evaluators will apply the following scoring mechanism:

- ***Exceeding Expectations (100)***
- ***Meeting Expectations (75)***
- ***Minor Concerns (50)***
- ***Major Concerns (25)***
- ***Not Performing (0)***

Where the Supplier fails to achieve a minimum overall score of 75, the Supplier will be required to attend a formal CSM Review Meeting to discuss Contract performance.

Between 1 April 2024 and 31 March 2025 meetings required with suppliers to discuss performance issues led to successful, remedial action being taken on the issues affecting contractual deliverables.

Table 5. Contract and Supplier Management (CSM) Review Meetings Carried out in 2024/25.

Contract Ref	Supplier Name	Contract Description	Date & Time of Meeting	Meeting Type
CE-180-21-MC	Protector Insurance	Provision of Insurance Services to South Ayrshire Council	25/05/24 (10:30 until 11:30)	Balanced Meeting, underperforming scorecard result. Scorecard following
CE-140-20	Richard Healey Removals Ltd	Provision of Removals and Storage Services (Housing)	04/06/24 (13:30 until 14:30)	Balanced Meeting, underperforming scorecard result. Scorecard following
CE-139-21	Healthy Buildings (Ireland) Ltd t/a HBE Risk Management	MTC Legionella & Water Monitoring	04/06/24 (15:30 until 16:30)	Balanced Meeting, underperforming scorecard result. Scorecard following
CE-07-23-MC	Virgin media Business	Data Network Platform (WAN) Replacement	11/09/24 (09:00 until 10:00)	Balanced Meeting, underperforming scorecard result. Scorecard following
CE-133-22	Regency Contract Cleaning	Provision of Cleaning Services Framework Agreement	24/09/24 (10:30 until 11:30)	Balanced Meeting, underperforming scorecard result. Scorecard following
CE-180-21-MC	Protector Insurance	Provision of Insurance Services to South Ayrshire Council	16/08/24 (15:00 until 16:00)	Balanced Meeting, underperforming scorecard result. Scorecard following
CE-189-23-DA	McKellars of Ayrshire Limited	Supply & Installation of Timber Fencing	22/08/24 (15:00 until 16:00)	Balanced Meeting, underperforming scorecard result. Scorecard following

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CE-36-23-DA	Sportex Group Limited	3G Pitch Maintenance	11/09/24 (14:30 until 15:30)	Balanced Meeting, underperforming scorecard result.	Scorecard following
CE-52-21-DA	Royal National Institute for the Blind (RNIB)	Provision of a Pan-Ayrshire Community Based Vision Support Service	13/11/2024 (09:00 until 10:00am)	Balanced Meeting, underperforming scorecard result.	Scorecard following
CE-20-23-DA2	Vodafone Ltd	Provision and Service of Mobile Phones	06/11/2024 (12:30 until 13:30)	Balanced Meeting, underperforming scorecard result.	Scorecard following
CE-64-20-B	Quarriers	Provision of an Individual Supported Accommodation Placement	10/12/2024 (10:00 until 11:00)	Balanced Meeting, underperforming scorecard result.	Scorecard following
CE-133-22	Confida FM Limited (T/A Atlas FM LTD)	Provision of Cleaning Services Framework Agreement	06/02/25 (10:00 until 11:00)	Balanced Meeting, underperforming scorecard result.	Scorecard following
CE-133-22	Portland Janitorial Products Ltd	Provision of Cleaning Services Framework Agreement	25/02/25 (10:30 until 11:30)	Balanced Meeting, underperforming scorecard result.	Scorecard following
CE-181-22-DA	Selecta UK Ltd	Provision of a Fully Managed Vending Service	28/02/25 (15:00 until 16:00)	Balanced Meeting, underperforming scorecard result.	Scorecard following
CE-56-23-DA	Selecta UK Limited	Provision of Coffee Vending at the Citadel Leisure Centre	28/02/25 (15:00 until 16:00)	Balanced Meeting, underperforming scorecard result.	Scorecard following

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CE-69-24-MC	Restore PLC	Provision of a Records and Information Management Service	25/02/25 (14:00 until 15:30)	Balanced Meeting, underperforming scorecard result. Scorecard following
QQ-43-24	Danfo UK Ltd	Service & Maintenance of Paddle Gates & Contactless Payment Readers	31/03/25 (15:00 until 16:00)	Balanced Meeting, underperforming scorecard result. Scorecard following

Section 9 – Implementation, Monitoring, Reviewing and Reporting

The Council's Procurement performance is measured through internal Key Performance Indicators (KPI's) alongside Council and Service Plans.

Progress against the actions and performance measures contained within the Council's Directorate/Service Plans is managed and reviewed using the Council's 'Pentana' Performance Management System. This helps to ensure that what the Council has set out to do is delivered in line within the standards and timescales anticipated. Also spend data is collated and analysed from the Scottish Procurement Information Hub. Some of these indicators are shown below for 2024/25.

Table 6. Council's Procurement Performance Indicators

Description of Measure	Score 2024/25
% of Council contracts awarded during the year, actively influenced by procurement professional	65% (down from 73%)
% of Council contracts awarded to organisations located within South Ayrshire	18% (up from 17%)
% of Council procurement spent with local suppliers	27.4% (down from 27.6%)
Total amount spent with third party suppliers	£239,972,948
Total amount spent with South Ayrshire based suppliers	£65,218,456.74

In 2024/25 the Council maintained the percentage of spend with local South Ayrshire based suppliers from the previous year and had spend with a total of 560 individual suppliers based within the local area.

The Procurement service set goals via a Service Plan, and subsequently monitored these goals via KPI's, to build on previous years. These goals included an increase in Community Benefits being realised, increase of percentages in terms of prompt payment to suppliers and encouraging SME's to take advantage of support available to increase engagement with the Local Authority.

Section 10 – Annual Procurement Report Ownership & Contact Details

For further information on procurement, please refer to the Council's website – <https://www.south-ayrshire.gov.uk/procurement/> or contact David Alexander, Service Lead - Procurement; david.alexander3@south-ayrshire.gov.uk

Section 11 – Source of Other Information

- [Scottish Model of Procurement](#)
- [Changes to European Directives](#)
- [Public Procurement Reform Programme](#)
- [EU Procurement Thresholds](#)
- [Procurement Journey](#)
- [Procurement and Commercial Improvement Programme \(PCIP\)](#)
- [Public Contracts Scotland](#)
- [Public Contracts Scotland – Tender](#)
- [Information Hub](#)
- [Knowledge Hub – Scottish Procurement Information Network](#)
- [Organisation for Economic Co-Operation and Development](#)
- [South Ayrshire Council Procurement Strategy](#)

Annex 1. Completed Regulated Procurements in 2024/25

Information on each individual regulated procurement (65) completed during the reporting period.

Contract Ref	Contract Description	Start Date	End Date (inc Extensions)	Tendered Amount
CE-72-24-DA2	Mainstream School Transport Provision	01/04/2024	31/03/2025	£ 3,056,354.00
CE-201-23-DA2	Provision of a Software Asset Management Toolset	31/12/2023	30/12/2026	£ 132,003.00
CE-171-23	Provision of a Taxi Service Framework	01/07/2024	30-Jun-28	£ 8,331,480.00
CE-47-24-DA2	Provision of Security Services for the International Ayr Show - Festival of Flight	02/09/2024	12/09/2024	£ 60,650.78
CE-46-24-DA	Supply and Delivery of X20 120L Solar Compacting Smart Bins	17/04/2024	16/04/2029	£ 99,900.00
CE-35-24-DA2	Provision of Laboratory Services	31/03/2024	31/03/2025	£ 111,172.00
CE-163-22	Flexible Framework Agreement for Supported Living and Personal Care for Adults with Learning Disabilities	15/05/2024	30/09/2026	£ 67,500,000.00
CE-159-22	Pan-Ayrshire Supply and Delivery of Community Equipment Framework	10/06/2024	09/06/2028	£ 4,100,000.00
CE-198-23-MC	Provision of an Oracle Fusion Support Partner	10/07/2024	09/07/2028	£ 738,499.00
CE-66-24-DA	Replacement of Flat Roof at Kyle Academy, Ayr	01/07/2024	31/05/2024	£ 141,410.70
ICT-08-24	Provision of an Education Management Information System (MIS)	07/05/2024	04/07/2025	£ 114,379.00
CE-54-22-B	Supported Living for Adults with Poor Mental Health	01/04/2023	31/03/2026	£ 527,042.88
CE-20-23-DA2	Provision and Service of Mobile Phones	1st July 2024	30/06/2027	£ 100,009.80
CE-22-24-DA2	Purchase of wireless access point	16/04/2024	15/04/2029	£ 54,541.20
CE-209-23	Project Management Services Framework Agreement (Housing)	10/06/2024	09/06/2028	£ 4,000,000.00
CE-196-23	MTC Drainage Works to Non Domestic Properties	19/06/2024	18/06/2029	£ 389,134.24
CE-20-24	Provision of Traffic Management Services to deliver the International Ayr Show - Festival of Flight	18/06/2024	17/06/2028	£ 59,460.00
CE-67-24-DA4	Provision of a Video Learning Resource Platform	01/07/2024	30/06/2026	£ 62,943.16
CE-05-24	MTC Installation, Servicing & Maintenance of Door Entry Systems	01/08/2024	28/07/2029	£ 628,455.52
CE-125-24-DA2	Provision of Web Security - Zscaler Licences Renewal	01/08/2024	31/07/2027	£ 768,451.61
CE-23-24-B	Delivering a Nectar Network for South Ayrshire's Nature Network	15/07/2024	14/07/2027	£ 100,000.00
CE-191-23-B2	Warden Housing Support Service, Mill St	01/12/2023	30/11/2027	£ 82,095.17
CE-90-24-DA2	Provision of Tyres	18/06/2024	17/06/2029	£ 750,000.00

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CE-17-23	Provision of a Pan-Ayrshire Community Based Hearing Support Service	01/10/2024	30/09/2029	£ 259,125.00
CE-127-24-DA2	Microsoft Enterprise Agreement	01/07/2024	30/06/2027	£ 1,967,267.00
CE-54-24-B	Provision of a Provision of a Shared Lives Placement (OK)	01/04/2024	31/03/2029	£ 196,888.20
CE-55-24-B	Provision of a Provision of a Shared Lives Placement (ER)	01/04/2024	31/03/2029	£ 196,888.20
CE-57-24-B3	Provision of a Befriending Service for Children and Families	01/04/2024	31/03/2026	£ 120,182.40
CE-38-24-B2	Provision of a Family Wellbeing Service - Carrick	01/04/2024	31/03/2025	£ 72,381.00
PS-24-01	Pan-Ayrshire Occupational Health Contract	11/08/2024	10/08/2028	£ 214,273.00
CE-59-24-B	Provision of an Individual Residential Care Placement (LF)	01/02/2024	31/01/2025	£ 415,740.00
CE-69-24-MC	Provision of a Records and Information Management Service	01/08/2024	31/07/2028	£ 163,870.69
ICT-18-24	Oracle IAAS/PAAS Universal Credit	01/04/2024	31/03/2027	£ 105,000.00
CE-153-24-DA2	Treatment and Disposal of Food Waste	01/08/2024	31/10/2025	£ 70,000.00
CE-03-24	Girvan Regeneration Project - Girvan Design Team	02/10/2024	31/12/2025	£ 125,377.20
CE-16-24-B	Provision of an Individual Residential Care Placement (MD)	01/04/2024	31/03/2025	£ 390,000.00
CE-17-24-B	Provision of an Individual Residential Care Placement (RM)	01/04/2024	31/03/2025	£ 390,000.00
CE-13-24	South Ayrshire Local Employability Partnership (SALEP) Trusted Partner Flexible Framework Agreement	26/11/2024	31/03/2028	£ 280,000.00
CE-40-24-B	Provision of a Family and Professional Support Service – Neurodiversity	01/04/2024	31/03/2026	£ 366,704.00
CE-139-24-DA2	Provision of a Webcasting and Hybrid meeting solution	22/02/2025	21/02/2029	£ 65,697.00
CE-71-24-MC	Provision of Network Switches and Software Maintenance	06/11/2024	05/11/2029	£ 262,761.00
CE-91-24-B2	Provision of a Rape Crisis Counselling Support Service	01/06/2024	31/05/2027	£ 230,862.60
CE-152-24-DA2	Treatment and Disposal of Garden Waste	01/07/2024	30/06/2025	£ 245,000.00
CE-157-24-DA	Commercial Waste Contract Management Software Module	14/10/2024	13/10/2028	£ 379,634.00
CE-185-24-DA	Provision of Radical Place Leadership Support	01/09/2024	31/12/2024	£ 79,050.00
CE-41-24-B	Provision of Neurodiverse Assessments	01/01/2025	30/06/2025	£ 192,284.00
CE-130-24	Provision of a Fleet Maintenance Service	10/12/2024	09/12/2029	£ 4,027,500.00
CE-207-24-DA	Provision of an Enhanced Microsoft Support Package	01/07/2023	30/06/2025	£ 86,794.60
CE-56-24-B	Provision of an Individual Residential Care Placement (GW)	01/04/2024	31/03/2026	£ 528,074.70
CE-150-24-B5	Provision of a Temporary Accommodation and Support Service	01/04/2024	31/03/2026	£ 516,461.22

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H25125	Housing Window Replacement Programme 2024/25	10/01/2025	09/07/2025	£ 2,131,280.63
CE-175-24-B2	EVOLVE for Parents Third Sector Paid Work Experience Programme	09/12/2024	08/12/2025	£ 156,000.00
ICT-04-25	NEC Software Solutions Support & Maintenance Renewal - Housing Services	01/04/2025	03/01/2026	£ 69,201.00
CE-58-24-B	Provision of a Court Screening Support Worker (Justice)	01/04/2024	31/03/2027	£ 130,143.24
CE-113-23	Supply, Delivery & Maintenance of Tractors	05/02/2025	04/02/2030	£ 951,934.58
ICT-05-25	NEC Software Solutions Support & Maintenance Renewal	01/04/2025	03/01/2026	£ 90,019.60
CE-73-21 (3rd reopening May 23)	Re-opening of the Care at Home Flexible Framework	05/03/2025	31/03/2026	£ 37,004,000.00
CE-98-24-DA	Provision of Corporate External Firewalls	22/07/2024	21/07/2027	£ 54,312.00
CE-154-24-DA	Provision of 5G Internet Access for Low Green Events	31/03/2025	30/03/2027	£ 216,010.97
CE-162-24-DA	Provision of a Transformation Partner	24/02/2025	23/04/2025	£ 99,600.00
ICT-06-25	Provision of F5 Software Support and Maintenance	01/04/2025	31/03/2028	£ 231,781.90
CE-42-25-DA	Provision of Street Sweepers with Operator	01/04/2025	31/03/2026	£ 81,000.00
ICT-07-25	Provision of Microsoft Licences for Education Campus Agreement	01/04/2025	31/03/2028	£ 440,994.20
CE-52-25-B2	Provision of Neurodiverse Assessments	24/03/2025	23/09/2025	£ 95,496.00
CE-66-25-DA	TMV Servicing (Non-Housing Properties only)	01/04/2025	31/03/2026	£ 50,000.00

Annex 2. Regulated Procurements Expected to Commence in 2025/26 and 2026/27

Information on contracts (129) that are anticipated to be awarded between 2025 - 2027.

Description	Estimated Fin Year which contract will be awarded	Estimated value	NET
Re-opening of the South Ayrshire Local Employability Partnership (SALEP) Trusted Partner Flexible Framework Agreement (FFA)	2025/26		£0.00
Development of a Micro-Enterprise Programme	2025/26		£99,000.00
Provision of an Adult and Young Carers Service	2026/27		£1,400,000.00
Measured Term Contract (MTC) Installation, Servicing & Maintenance of Door Entry Systems	2026/27		£500,000.00
webCAPTURE Revenues Forms	2026/27		£131,625.00
Treasury Management Consultancy Services	2025/26		£57,000.00
eCAPTURE (Forms and UCDS)	2026/27		£123,018.75
Provision of Speech and Language Therapy Services	2025/26		£471,714.00
Provision of X3 Economically Inactive Programmes	2025/26		£66,312.00
Measured Term Contract for Servicing and Maintenance of Air Handling and Air Conditioning Units (MTC AHU & ACU)	2025/26		£150,000.00
Measured Term Contract (MTC) Gas Boiler Servicing & Maintenance of Non-Housing Properties	2026/27		£201,816.83
Provision of an Online Comprehension Programme	2026/27		£60,726.00
Provision of an Online Decoding Programme & Vocab Module	2026/27		£106,782.00
Provision of an Individual Residential Care Placement	2026/27		£401,700.00
Treatment and Disposal of Glass	2025/26		£0.00
Provision of an Individual Residential Care Placement	2026/27		£401,700.00
Supply and Delivery of 4x 17 Seat Low Floor Accessible Buses	2025/26		£351,960.00
MTC Servicing & Maintenance of Automatic Doors	2025/26		£400,000.00
Provision of a Learning Disability Care and Support and Housing Support Service at Carrick Street, Ayr	2026/27		£2,996,760.00
SIP Provision to Replace ISDN30 Connectivity	2025/26		£262,615.49

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Measured Term Contract (MTC) for Servicing, Maintenance & Monitoring of Intruder Alarm Systems	2025/26	£360,000.00
Provision of a Fleet Maintenance Service	2026/27	£4,027,500.00
Provision of Cleaning Services Framework Agreement	2025/26	£1,140,000.00
ICT Network Access Control Solution	2025/26	£58,139.00
Treatment and Disposal of Garden Waste	2025/26	£205,000.00
Treatment of Shredded and Non-Shredded Wood	2026/27	£0.00
Provision of a Cycle to Work Scheme	2026/27	£0.00
Provision of Removals and Storage Services (Housing)	2025/26	£353,900.00
Provision of an Individual Fostering and Continuing Care Placement	2026/27	£198,054.48
Provision of a Pan-Ayrshire Advice and Information Service for People with Acquired Brain Injury	2025/26	£175,654.53
Provision of Laboratory Services	2025/26	£121,396.00
Employee Salary Sacrifice Benefit Scheme	2026/27	£0.00
Provision of a Temporary Accommodation and Support Service	2025/26	£516,461.22
Treatment and Disposal of Food Waste	2025/26	£70,000.00
5G Internet Access for Low Green Events	2025/26	£216,010.97
Debt Recovery and Diligence Service	2026/27	£100,000.00
Provision of a Housing Support Service, Hamilton Court & Orchard House, Ayr	2025/26	£373,483.00
Provision of Speech and Language Therapy Services (Equity)	2025/26	£186,690.00
Public Space CCTV Upgrade and Measured Term Contract	2026/27	£344,720.00
Digital Services Platform (GOSS) Contract Renewal	2025/26	£368,549.00
Pan-Ayrshire Framework Agreement for the Supply and Delivery of Community Equipment	2026/27	£4,160,000.00
Measured Term Contract (MTC) Lift Servicing & Maintenance	2025/26	£315,842.79
Cashless Catering & Online School Payments (OSP): Lot 2 – Cashless Catering Services and Equipment	2026/27	£239,578.85
Provision of Print and Related Services	2025/26	£1,725,000.00
Provision of a Taxi Service Framework Agreement	2026/27	£8,331,480.00
Fixed Electrical Testing	2026/27	£100,000.00
EVOLVE Third Sector Paid Work Experience Programme	2025/26	£156,000.00
Provision of a Fully Managed Vending Service	2025/26	£55,194.36

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Provision of Childcare Vouchers	2025/26	£0.00
Provision of a Waste Electrical and Electronic Equipment (WEEE) Collection Service	2026/27	£0.00
Provision of a Waste Electrical and Electronic Equipment (WEEE) Collection Service	2026/27	£0.00
Provision of a Textile Recycling Service	2025/26	£0.00
Civil and Structural Consultancy Services -Framework Agreement	2026/27	£640,000.00
Hand Held Fire Fighting Equipment, Servicing & Maintenance	2025/26	£160,000.00
Supply & Installation of Timber Fencing	2025/26	£107,439.30
Warden Support Service – Mill St, Ayr	2025/26	£82,095.17
Provision of a Fleet Management System	2026/27	£142,800.00
Provision of a Housing and Care Support Service at Old Street, Girvan	2025/26	£535,392.00
Supply and Delivery of Summer and Spring Bedding Plants, Planters, Baskets and Barrels	2026/27	£339,281.00
Provision of a Software Asset Management Toolset	2026/27	£132,003.00
Provision and Service of Mobile Phones	2026/27	£100,009.80
Measured Term Contract (MTC) Remedial Damp Works	2025/26	£950,000.00
Remedial Damp Works Additional	2025/26	£200,000.00
Provision of Transport Services for South Ayrshire Skills Academy Pupils - SASKA	2025/26	£337,822.00
Project Management Consultancy Services Framework Agreement	2026/27	£4,000,000.00
Treatment of Recyclates	2025/26	£0.00
Independent Living Community Flexible Care and Support Service, Fort Street, Ayr	2025/26	£1,577,292.00
Upgrade of existing Oracle eBS licenses to Oracle Fusion ERP	2025/26	£2,959,539.00
Servitor Annual Maintenance & Support	2025/26	£212,593.71
Supply and Maintenance of Electronic Homecare Monitoring and Scheduling Solutions	2026/27	£166,165.11
Delivering a Nectar Network for South Ayrshire's Nature Network	2026/27	£100,000.00
Provision of Media Advertising Services to South Ayrshire	2026/27	£400,000.00
Provision of a Carer Respite Service	2026/27	£592,574.00
Measured Term Contract (MTC) Servicing, Maintenance & Monitoring of Fire Alarm Systems	2026/27	£750,000.00
Provision of Egress Prevent and Defend	2025/26	£180,000.00
Minor Works Framework Agreement	2025/26	£4,000,000.00
Supply & Installation of PVC Windows, Doors & Associated Parts	2026/27	£318,967.84

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3G Pitch Maintenance	2025/26	£90,025.00
Bulk Leasing of Residential Properties to South Ayrshire Council	2025/26	£2,016,000.00
Provision of a Library Management Software	2026/27	£309,742.87
Provision of a Family and Professional Support Service – Neurodiversity	2025/26	£390,000.00
Provision of a Car Leasing Scheme	2026/27	£0.00
Supply of an HGV Sweeper with Operator	2025/26	£81,000.00
Quantity Surveying Consultancy Services - Framework Agreement	2025/26	£200,000.00
Supply of Kitchen Cabinets, Worktops & Associated Products	2025/26	£500,000.00
Replacement of Valves at Raith & Collenan Reservoirs	2025/26	£54,372.42
Provision of a Leisure Management System	2026/27	£496,630.00
Hire of a Forestry Team	2025/26	£157,600.85
Provision of a Community Based Support Service for Individuals with Poor and Enduring Mental Ill-Health	2025/26	£527,042.88
Provision of an Individual Residential Care Placement	2025/26	£528,074.70
Provision of a Befriending Service for Children and Families	2025/26	£120,182.40
Provision of a Court Screening Support Worker (Justice)	2025/26	£130,143.24
Inter-Data Centre Connectivity	2025/26	£71,250.00
Service Level Agreement for the Provision of Day Centre Meals	2026/27	£251,160.00
Servicing and Maintenance of Stairlifts and Ceiling Track Hoists	2026/27	£300,000.00
Provision of X4 Hospitality Programmes	2025/26	£55,080.00
Provision of a Video Learning Resource Platform	2026/27	£62,943.16
Re-populating of Ayr Town Centre	2025/26	£85,000.00
Internal Housing Refurbishment Works Framework Agreement	2025/26	£8,000,000.00
Provision of a Records and Information Management Service	2026/27	£163,870.69
Flexible Framework Agreement for the Provision of Care at Home Services	2025/26	£37,004,000.00
Threat Detection and Response Services	2026/27	£135,000.00
Provision of Banking Services and Merchant Services to South Ayrshire Council	2026/27	£415,742.00
Provision of a Residential Short Breaks and Out of School including School Holiday Activity Service for Children with Disabilities	2025/26	£3,363,760.00
Annual Inspection and Reactive Maintenance for Domestic Gas Appliances and Annual Inspection of Fire, Smoke, Heat and Carbon Monoxide Detection Equipment	2026/27	£4,869,940.00

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Measured Term Contract (MTC) Replacement Suspended Ceilings	2026/27	£180,000.00
Supply, Delivery & Installation of Scaffolding to East, North & South Ayrshire Councils	2025/26	£1,485,550.00
Provision of a Rape Crisis Counselling Support Service	2026/27	£230,862.60
Delivery of a Housing Support Service to 16-25yr olds	2025/26	£506,904.93
Delivery of a Housing Support Service to people aged over 26 years old	2025/26	£338,823.99
Delivery of a Homelessness Prevention, Advice & Advocacy Service	2025/26	£233,367.12
Provision of a Community Activity and Support Service	2026/27	£445,442.00
Provision of Vehicle Telematics System	2025/26	£339,114.00
Pan-Ayrshire Service, Maintenance and Repair of Community Equipment	2025/26	£916,000.00
Measured Term Contract: Builderswork	2025/26	£207,956.00
Measured Term Contract: Tarmac	2025/26	£61,144.00
Measured Term Contract: Roofing	2025/26	£91,716.00
Measured Term Contract Door Entry Systems 2023-2026	2025/26	£492,994.95
Geographic Information System (GIS) Technology	2026/27	£89,368.00
Provision of Commvault Support and Migration Cloud	2026/27	£255,736.76
NEC Software Solutions Support & Maintenance Renewal - Housing Services	2025/26	£69,201.92
NEC Software Solutions Support & Maintenance Renewal	2025/26	£90,019.60
Oracle Internet Perpetual	2025/26	£50,680.72
Oracle IAAS/PAAS Universal Credit	2026/27	£105,000.00
SEEMIS Group LLP Annual Membership 2025/2026	2025/26	£117,420.00
Treatment of Plastics Metals and Cartons	2025/26	£0.00
Sport & Leisure Vending Contract	2026/27	£0.00
Local Food & Drink Framework Agreement	2025/26	£50,000.00
Provision of Mainstream School Transport	2025/26	£3,212,435.52

ANNEX A Annual Procurement Report template

[NOTE: reference to contract is also to be construed as meaning a framework agreement]

1. Organisation and report details	
a) Contracting Authority Name	South Ayrshire Council
b) Period of the annual procurement report	1 st Apr 2024 – 31st Mar 25
c) Required by s18 Procurement Reform (Scotland) Act 2014 to prepare an annual procurement report? (Yes / No)	Yes
2. Summary of Regulated Procurements Completed	
a) Total number of regulated contracts awarded within the report period	65
b) Total value of regulated contracts awarded within the report period	£147,838,170
c) Total number of unique suppliers awarded a place on a regulated contract awarded during the period	152
i) how many of these unique suppliers are SMEs	110
ii) how many of these unique suppliers are Third sector bodies	11
3. Review of Regulated Procurements Compliance	
a) Number of regulated contracts awarded within the period that complied with your Procurement Strategy	65
b) Number of regulated contracts awarded within the period that did not comply with your Procurement Strategy	0
4. Community Benefit Requirements Summary	

Use of Community Benefit Requirements in Procurement:

a) Total Number of regulated contracts awarded with a value of £4 million or greater.	6
b) Total Number of regulated contracts awarded with a value of £4 million or greater that contain Community Benefit Requirements.	6
c) Total Number of regulated contracts awarded with a value of less than £4 million that contain Community Benefit Requirements	6

Key Contract Information on community benefit requirements imposed as part of a regulated procurement that were fulfilled during the period:

d) Number of Jobs Filled by Priority Groups (Each contracting authority sets its own priority groups)	Not currently measured
e) Number of Apprenticeships Filled by Priority Groups	Not currently measured
f) Number of Work Placements for Priority Groups	Not currently measured
g) Number of Qualifications Achieved Through Training by Priority Groups	Not currently measured
h) Total Value of contracts sub-contracted to SMEs	Not currently measured
i) Total Value of contracts sub-contracted to Social Enterprises	Not currently measured
j) Total Value of contracts sub-contracted to Supported Businesses	Not currently measured

k) Other community benefit(s) fulfilled	58 completed in 24/25
5. Fair Work and the real Living Wage	
a) Number of regulated contracts awarded during the period that included a Fair Work First criterion.	19
b) Number of unique suppliers who have committed to pay the real Living Wage in the delivery of a regulated contract awarded during the period.	48
c) Number of unique suppliers who are accredited Living Wage employers and were awarded a regulated contract during the period.	48
6. Payment performance	
a) Number of valid invoices received during the reporting period.	114,154
b) Percentage of invoices paid on time during the period (“On time” means within the time period set out in the contract terms.)	85%
c) Number of regulated contracts awarded during the period containing a contract term requiring the prompt payment of invoices in public contract supply chains.	65
d) Number of concerns raised by sub-contractors about the timely payment of invoices within the supply chain of public contracts.	0
7. Supported Businesses Summary	
a) Total number of regulated contracts awarded to supported businesses during the period	0
b) Total spend with supported businesses during the period covered by the report, including:	£43,638.88
i) spend within the reporting year on regulated contracts	£0
ii) spend within the reporting year on non-regulated contracts	£43,638.88

8. Spend and Savings Summary

a) Total procurement spend for the period covered by the annual procurement report.	£239,972,248
b) Total procurement spend with SMEs during the period covered by the annual procurement report.	£146,743,030 (61.15%)
c) Total procurement spend with third sector bodies during the period covered by the report.	£30,590,582 (12.7%)
d) Percentage of total procurement spend through collaborative contracts.	10%
e) Total delivered cash savings for the period covered by the annual procurement report	£75,000
f) Total non-cash savings value for the period covered by the annual procurement report	£263,449

9. Future regulated procurements

a) Total number of regulated procurements expected to commence in the next two financial years	129
b) Total estimated value of regulated procurements expected to commence in the next two financial years	£117,751,221