

**MINUTE**  
**of**  
**CABINET**

**Minute of virtual meeting held at 10.00am on 7 October 2021.**

**Present:**

Councillor Tony Buchanan (Leader)                      Councillor Colm Merrick  
Councillor Caroline Bamforth

Councillor Buchanan, Leader, in the Chair

**Attending:**

Lorraine McMillan, Chief Executive; Andy Cahill, Director of Environment; Debbie Hill, Chief Procurement Officer; Colin Hutton, Senior Communications Officer; Sharon McIntyre, Committee Services Officer and Liona Allison, Assistant Committee Services Officer.

**Apologies:**

Councillors Betty Cunningham, Danny Devlin and Alan Lafferty (Vice-Chair).

**DECLARATIONS OF INTEREST**

**1775.** There were no declarations of interest intimated.

**ENVIRONMENT DEPARTMENT END-YEAR PERFORMANCE REPORT 2020/21**

**1776.** The Cabinet considered a report by the Director of Environment on the Environment Department's end of year performance for 2020/21. The report advised on the Department's performance indicators and activities in the Outcome Delivery Plan (2020-23) and other key departmental management information.

The Director of Environment provided an overview of each of the departmental service areas from the report, these being noted as Business Engagement and Employability; City Deal; Neighbourhood Services; Roads; Housing; Planning; Building Standards; Property and Technical; Health and Safety; Trading Standards; and Environmental Health.

He advised that the Environment Department had generally performed well throughout 2020/21. However Covid-19 and associated restrictions had and continued to impact on the services delivered and upon staff with the department playing a critical role in the Council's response to Covid-19 to keep people safe whilst continuing to provide essential services.

Points noted from the report and discussed by elected members were that during 2020/21, 9.8 days per employee were lost through absence in the department (target 12.3 days), a reduction from 13 days per employee in 2019/20. Further investigation into the reasons for the improvement was ongoing. A range of Covid-19 business grants were provided to local

businesses and the self-employed, with 2,962 grants worth £19.5m being distributed during 2020/21. It was also reported that the “Shop Local” campaign was successful and work will continue in this area.

In relation to Roads, it was reported that the Roads Service delivered a £2.7m programme of routine maintenance, £1.2m programme of structural maintenance works and a capital works programme of £4.9m. There had been a considerable improvement in relation to the condition of A class and B class roads over recent years, second and ninth best in Scotland respectively for 2020. However overall performance was brought down in relation to C class and unclassified roads and that work was now focusing on these.

With regard to recycling it was reported that the Council remained the top recycling council in Scotland for the fourth year in a row for the percentage of household waste that was recycled.

Having heard the Director of Environment further on the report and in response to questions, the Cabinet noted the report and the information provided.

#### **ANNUAL PROCUREMENT REPORT 2020/21 AND PROCUREMENT STRATEGY 2019-2022 UPDATE – REPORT BY CHIEF PROCUREMENT OFFICER**

**1777.** The Cabinet considered a report by the Chief Procurement Officer on the Annual Procurement Report 2020/21 and Procurement Strategy 2019-2022 Update, the production of both reports being statutory requirements under the Procurement Reform (Scotland) Act 2014. Copies of the Annual Procurement Report and the Procurement Strategy accompanied the report.

It was explained that the Council’s Annual Procurement Report 2020/21 covered all regulated procurements completed during the period 1 April 2020 to 31 March 2021 and highlighted improvement activities in relation to key procurement capabilities, as well as performance in the areas of community benefits and social responsibility. An indication of the proposed regulated procurements to be carried out in the following 2 financial years was also contained within the report.

The updated Procurement Strategy 2019-2022 provided an update of progress against the key procurement aims of improved leadership and stakeholder management; compliance with legislative and statutory duties with improved governance; strategic procurement which identified opportunities and savings; performance reporting being used to drive performance; and improved sustainable procurement and community benefits.

Following hearing from the Chief Procurement Officer, there was a question regarding the cost to the Council for processing food waste and the Chief Procurement Officer agreed to provide clarification of the costs.

Members thereafter discussed procurement processes, seeking clarification on the review of the performance of suppliers and also the regulation of the provision of the Living Wage, the Chief Procurement Officer being heard on procedures in place with regard to monitoring in these areas.

Having heard from the Chief Procurement Officer on the report and in response to questions, the Cabinet approved the Annual Procurement Report 2020/21 and noted the update on the Procurement Strategy.