



The Scottish Parliament
Pàrlamaid na h-Alba

Annual Procurement Report 2020-21

18 November 2021

Reference: SPCB(2021)Paper 72

Executive summary

1. The SPCB is invited to approve the Annual Procurement Report 2020-21 prior to its publication. The report records progress and achievements in the delivery of the SPCB [Procurement Strategy](#).

Issues and options

2. The Procurement Reform (Scotland) Act 2014 provides that the Procurement Report must as a minimum:

- Provide a summary of Regulated procurements completed in the reporting period
- Review compliance of these Regulated procurements with the Corporate Procurement Strategy's commitments
- Summarise community benefits achieved
- Summarise opportunities provided to supported businesses
- Provide a summary of Regulated procurements expected to commence in the next two financial years

3. All of the mandatory areas have been covered in the report. In addition, the report provides transparency on how value for money, fair treatment of suppliers, and environmental, social and economic benefits are delivered in our contracts.

4. The report demonstrates we have fully complied with the Procurement Reform (Scotland) Act 2014 and sets out where improvements have been made and where scope for further development exists.

5. Notable achievements include:

- Increased focus placed on opportunities to increase the sustainability of goods and services through procurement and contract management

- Initial step taken to start assessing scope 3 emission of selected purchased goods
- Over 75% of total estimated value of contracts awarded in the period went to Small and Medium Enterprises
- Comprehensive engagement with contractors to address emerging supply chain risks associated with the pandemic and Brexit
- Excellent progress towards professional qualification of purchasers, procurement knowledge development and increased focus on staff mental wellbeing

6. Education is the focus for many agreed community benefits, with opportunities for school visits and on-site work experience. The impact of Covid-19 lockdown measures prevented face to face interaction and these community benefit programmes were put on hold in line with public health requirements. A range of other community benefits were achieved.

Governance

7. The Procurement Report has been prepared in accordance with guidance published under the Procurement Reform (Scotland) Act 2014 and must be published as soon as reasonably practicable after the end of each financial year.

8. Leadership Group has had sight of the contents of the report.

Resource implications

9. None in relation to publication of the report. Identified improvements will be prioritised and delivered as part of our continuous improvement programme.

Publication Scheme

10. This paper should not be published until the Procurement Report has been published.

Decision

11. The Corporate Body is invited to approve the Procurement Report.

Procurement Services

November 2021