Procurement Strategy Annual Report

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1. INTRODUCTION

1.1. The Procurement Reform (Scotland) Act 2014 Section 18 States that regulated organisations must prepare an annual procurement report on its regulated procurement activities as soon as reasonably practicable after the end of the financial year.

1.2. This is the Association's ninth annual procurement report, covering the period 1 April 2025 to 31 March 2026.

1.3. The Association has a Procurement Strategy and Procurement Policy. The Procurement Strategy was first agreed in December 2016 and last updated in February 2026. The Procurement Policy was last reviewed in August 2025. These are both available on the Association's website.

1.4. A number of consultants reports were carried out since 2018 which gave recommendations in relation to procurement:

- Scotland Excel Review
- Planned Maintenance Overspend – Quinn Internal Audit
- Governance and Financial Management Review – Altair

1.5. These resulted in procurement procedures being improved with the development of a procurement toolkit, which was fully introduced in March 2019. Internal audits took place in summer 2020 and autumn 2022 to assess how fully the toolkit had been embedded in the organisation. These both gave Full Assurance.

1.6. Once approved by the Board, this report will be published on the Association's website.

2. BACKGROUND

2.1. *Summary of Regulated Procurements Completed*
The Association completed no regulated procurement processes.

2.2. Regulated procurements were awarded as follows:

Public Contracts Scotland website notice	0
Quick Quote Notice	0

2.3. The Public Contracts Scotland website was used to advertise a number of opportunities:

Site Contract Notices Published	1
Site Contract Award Notices	1
Quick Quote Notices Published	0
Quick Quote Award Notices	0

2.4. *Review of Regulated Procurement Compliance*
All regulated procurement exercises complied with Abertay's Procurement Strategy and Policy.

2.5. *Community Benefit Summary*
T & N Gilmartin (Open Space Landscape Maintenance) carried out a community benefit by way of supplying materials for a monobloc job outside Fintry Mains Complex.
Landscape Logistics also carried out community benefit works at a discounted cost to replace an area at our Americanmuir Estate with a rough grass area.
Above works carried out under Contract RO400.

2.6. *Supported Businesses Summary*
The Association's officers can let contracts to supported businesses without having to resort to full tendering exercises. A supported business is one where more than 50% of the workers are disabled persons who by reason of the nature or severity of their disability are unable to take up work in the open labour market. No regulated procurement was awarded to supported businesses.

2.7. *Social Value*
T & N Gilmartin often ensure that their new starts spend some time on the Fintry Estate Landscaping Contract to give them an idea of the work involved on a big site.
The Association contributes towards the payment of wages and attendance at College for 2 no. QAPM Apprentices, a joiner and a decorator, both of whom are gaining work experience working solely on the Reactive Repairs Contract.

2.8. *Future Regulated Procurements Summary*
Details of future planned regulated procurement are included at Appendix 1.

2.9. *Sustainable Procurement Duty*
Details of the Association's Sustainable Procurement Duty are included at Appendix 2.

3. RISK IMPLICATIONS

3.1. Complying with procurement legislation and good practice reduces the risk of challenge.

4. FINANCIAL IMPLICATIONS

4.1. There are no specific financial impacts associated with this report, but well managed procurement will help to ensure value for money.

5. EQUALITIES AND HUMAN RIGHTS IMPLICATIONS

5.1. Whilst there are no equality and human rights implications arising from this report, equality and human rights and respected at all times, ensuring compliance with the Public Sector Equality Duty enshrined in the Equality Act 2010.

6. COMPLIANCE WITH REGULATORY STANDARDS

6.1. Good procurement practice assists in meeting Regulatory Standards 1-6.

7. CONCLUSION

7.1. Following a number of reports, the Association's procurement practices have been improved.

8. RECOMMENDATIONS

Board is asked to:

APPROVE the Procurement Strategy Annual Report.

Future Regulated Procurement

Appendix 1

Contract	Type	Expected Notice Publication Date	Expected Award	Expected Start Date	Expected Value

All aspects are subject to the Procurement Improvement Programme
Due to the significant increase in all costs associated with the Association delivering its strategic and operational objectives, the Association is reviewing all procurement activities in order to achieve the most economically advantageous benefit for our tenants.

2026/27

Development Mossgiel	New	Framework	01/08/2026	01/10/2026	£10,500,000
Open Space Maintenance Contract	Renew	01/09/2026	01/12/2026	01/04/2027	£1,500,000

2027/28

ICT Support	Renew	01/03/2027	30/04/2027	01/07/2027	£260,000
Reactive and Voids Maintenance	Renew	01/04/2027	01/07/2027	01/10/2027	£6,000,000
Lift Maintenance Contract	Renew	01/09/2026	01/12/2026	01/04/2027	£24,000
Lift Refurbishment at Dryburgh Gardens	New	01/09/2026	01/12/2026	01/04/2027	£1,000,000

2028/29

Internal Audit	Renew	31/08/2027	30/11/2027	01/04/2028	£50,000
External Audit	Renew	31/08/2028	30/11/2028	01/12/2028	£60,000

Appendix 2

Sustainable Procurement Duty

Specifically in the context of addressing organisations' obligations under the Sustainable Procurement Duty, it should be kept in mind that the Scottish public sector approach to sustainable procurement is closely linked to the priorities set out in the National Performance Framework (NPF) and is underpinned by a range of sustainability indicators, outlined below. Organisations might find it helpful to refer to NPF outcomes and related indicators in their reports:

- 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 – this element of compliance directly relates to the distinct reporting obligations in section 5 and 6 of this template);
- Communities;
- Security and crime (impact and improvement);
- Fair and ethical trading (working conditions, conflict materials);
- Equality (protected characteristics);
- Fair work.

Further details on these indicators, including definitions, are available from the sustainability test.

Organisations are able to add any local priorities to the tools when they are employing the approach outlined in the statutory guidance, so may have other elements they need to report on.

By using the tools as advocated in the statutory guidance, organisations should be able to identify and pursue opportunities associated with individual procurement projects.

This approach should allow organisations to meet reporting obligations under the Climate Change (Scotland) Act 2009 and the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.