



NHS Highland

Annual Procurement Report

2021-2022



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1. Introduction

The Purpose of this Annual Report

The Procurement Reform (Scotland) Act 2014 requires a public contracting authority, such as NHS Highland to prepare and publish an annual procurement report on our regulated procurement activities as soon as reasonably practicable after the end of our financial year. This is NHS Highland's fifth annual procurement report under the 2014 Act and covers the period from 1st April 2021 to 31st March 2022.

This report is intended to:

- Aid visibility of NHS Highland's procurement activities,
- Be a mechanism for conveying how the NHS Highland is meeting legislative procurement requirements,
- Outline how the NHS Highland's procurement activity is contributing to the delivery of its broader aims and objectives, and
- Address key points contained in NHS Highland's procurement strategy.

The minimum content of an annual procurement report is prescribed by Section 18(2) of the 2014 Act. As touched on above, there is a link between this annual procurement report and NHS Highland's organisational Procurement Strategy.

Publication and Communication

Section 19 of the 2014 Act requires the health board to publish its annual procurement report in a manner which it considers to be appropriate and this must include publication on the internet. Our annual procurement report and our procurement strategy have been published on NHS Highland's website on its procurement pages found at this link:

<https://www.nhshighland.scot.nhs.uk/AboutUs/Procurement/Pages/ProcurementPublications.aspx>

NHS Highland will also notify the Scottish Ministers by email with a link to the above web page in accordance with the legislation and guidance.

NHS Highland Procurement Overview

NHS Highland, at 32,500 square kilometres, is the largest geographical health board in Scotland, reaching from Thurso in the far North of Scotland to Campbeltown, on the Kintyre peninsula, in the South. The population residing in our board area is around 320,000 people.

NHS Highland had an annual budget in excess of £1,070M and in 2021/22 a trade spend of approximately £184M, with 44% of NHS Highland's trade spend being undertaken with Small and Medium sized employers (SMEs). The Procurement Department provides a comprehensive procurement and logistics service for most of our functions with the exception of some specific Health and Social Care contracting which is undertaken by a separate team within the board.

This includes strategic sourcing and advice to improve effectiveness and value for money on all expenditure for goods, services and works.

We operate within the context of a published Procurement Strategy.

Our strategic aims are:

- Deliver value for money in a challenging market environment and supporting the work of the board's Financial Recovery Board programme.
- Ensure that our procurement spending supports both the economic and environmental sustainability agenda.
- Deliver and embed community benefits contributing towards reducing health inequalities within the region and driving economic growth.
- Embrace emerging technologies and digital solutions to create efficiencies and position us for future opportunities and initiatives
- Develop and coach our staff to deliver the best Procurement solutions by providing opportunities for their growth within the department.
- Use our data and MI to identify opportunities for savings and efficiencies that previously had gone unchecked
- Carry out all of the above in compliance with our duties under section 8 of the Procurement Reform (Scotland) Act 2014

Where our requirements cannot be met by local, regional, or national frameworks, contract requirements in excess of £50,000 (regulated procurements) have been advertised on the Public Contracts Scotland website. From the 1st of January 2021, tenders are now published on a new e-tendering portal, called Find a Tender Service (FTS) instead of on OJEU.

To ensure best value for procurements under £50,000 contract value, competitive quotation processes are undertaken to a lower threshold of £10,000.

The 2021/2022 procurement team structure is as follows:



2. Summary of Regulated Procurements Completed

Definition

In accordance with the Procurement Reform (Scotland) Act 2014, any Public contract (other than a public works contract) of £50,000 or greater and public works contract of £2,000,000 or greater is considered a Regulated Contract. A regulated procurement is any procedure carried out by a contracting authority in relation to the award of a proposed regulated contract which is completed when the award notice is published or where the procurement process otherwise comes to an end. This includes both contracts and framework agreements.

Summary of Regulated Procurement

The following table provides a high-level summary of the regulated procurements NHS Highland has undertaken within the timeframe of this report. Awarded regulated contracts can also be viewed in more detail on the Health Board's contracts register which contains information on current and expired contracts and can be accessed on the Public Contracts Scotland website.

Supplier Name	Value	Supplies / Services / Works	Call off?
4Ways Healthcare Ltd	£588,800	HH010-21 Tele radiology Reporting Services	Yes
Action for Children Service Ltd	£102,418	Adoption & Fostering Service Provision	No
Addictions Counselling Inverness	£50,000	Drug & Alcohol Support Provider	No
Air Liquide	£78,120	Bottled Gas supply	No

Alzheimer Scotland	£107,684	Dementia Day Care Funding	No
Anetic Aid Ltd	£103,950	NHS Supply Chain 2019/S 168-410525 Patient Trolleys, Stretchers and Related Equipment	Yes
Apex Scotland	£150,800	Highland Drug and Alcohol Recovery Services	No
ASA International	£192,183	SG Framework - SP-18-014 – Interim Professional Staff Services	Yes
Ash Healthcare	£1,204,118	Medical Services to Caithness & Lochaber	No
Assured Change Ltd	£67,988	Business & Management Consultants	Yes
Audit Scotland	£366,340	External audit fees 2021/22	Yes
Auditdata Ltd	£62,913	Software Development	No
Azets	£364,501	Business & Management Consultants	No
Brora & Helmsdale Medical Practice	£52,765	Clinical and Medical Professionals	No
Cantel (UK) Ltd	£427,283	NP 143/17 Decontamination Equipment and associated Maintenance Accessories and Consumables	Yes
Carl Zeiss Ltd	£77,091	NHS Supply Chain Contract 2017/S 003-003942 Ophthalmic Capital Equipment and Associated Accessories	Yes
Chrystal Consulting	£2,747,164	NHSSBS/16/SG/FBY/9022/03 - Managed Service - Diagnostic Reagents	Yes
Crossreach	£234,725	SLA15/10/05 - Social Care & Social service Provision	Yes
Culloden Ltd	£591,657	HH056-20 Transport for Patients Undertaking Renal Replacement Therapies	No
Culture Amp	£68,055	TW056-20 - Software as a Service provider	Yes
Curium Pharma Uk Ltd	£86,358	SBS/17/EA/DT/9006 Pharmaceutical Distributors	Yes
Custody + Offender Medical Services LLP	£1,752,763	HH036-16 Forensic Medical Services	No
Dacoll Ltd	£674,241	NHS SBS Digital Workplace Solutions framework	Yes
Dell Computer Corporation Ltd	£757,649	NHS SBS/19/AB/WAS/9411 - Digital Workplace Solutions framework	Yes
DH OpCo Uk Ltd	£135,397	Managed & Outsourced IT Service Providers	Yes
Disclosure Scotland	£119,825	National Disclosure Checking Programme	No
Draeger Ltd	£62,002	Personal Protective Equipment (PPE) Suppliers	Yes
Edenred (UK Group) Ltd	£150,303	Voucher providers	Yes
European Electronique	£194,473	SBS/19/AB/WAS/9411 - Digital Workplace Solutions framework	Yes
Facilities Improvement Services	£77,856	Facilities Management Service provider	No

Fresenius Medical Care (UK) Ltd	£105,803	CM21394 under NP184/17 Medical & Surgical Equipment Suppliers	Yes
GE Capital Finance	£104,000	Cambridge Framework for Financial Leasing Services, 2018/S 134-305931	Yes
GE Healthcare Ltd	£2,092,372	NHS NSS NP167/18 - Supply, Installation and Maintenance of Diagnostic Imaging Equipment - Call Off	Yes
Haag-Streit UK Ltd	£111,335	Supply Chain URN COS2 OPH 22 1346 - Optician provision	Yes
Halfords Ltd	£50,630	ESPO 319-19 Framework - Staff Benefits	Yes
Hays Specialist Recruitment Ltd	£1,015,368	CSS - NCS RM6160 - Non Clinical Temporary & Fixed Term Staff	Yes
HFD Intelligent Technologies Ltd	£524,683	HH039-16 (Variation 2) IT Support Service Providers -Telecoms Provision	Yes
Highland Hospice	£4,467,944	Funding Support - Grant and SPPA funding	No
In Health Ltd	£66,961	NSS NP169-19 - Imaging Services	Yes
InPractice Systems Ltd	£788,575	Central Legal Office Ref 280214SW Pharmacy Manager System Support	No
Insight Direct UK Ltd	£235,993	The HealthTrust Europe (HTE) Information Communication Technology Provision of Enterprise Level ICT Solutions	Yes
InterSystems	£1,271,852	NSS NP5013/09 framework - Patient Management System	Yes
Jelf Insurance Brokers Ltd T/A Marsh Commercial	£491,766	NSS NP772/16 – Insurance Brokerage Services	Yes
Leica Microsystems UK Ltd	£158,103	HH046/17 Immunochemistry Staining System	Yes
Logan Lifestyle Ltd	£142,800	Organisational & Change Management Consultants	No
Lomond + Argyll Advocacy Service	£50,000	Patient Advocacy Service/Drug Related Deaths	No
Lubron Uk Ltd	£158,960	NP143/17 Decontamination Equipment and associated Maintenance Accessories and Consumables	Yes
Maintel Europe Ltd	£67,022	Scottish Government SP-17032 - Telephony Services	Yes
Marie Curie Cancer Care	£260,754	Terminal Illness Multi Visit Managed Care Support	No
Medical Imaging Systems	£230,982	Medical & Surgical Equipment Suppliers	Yes
Mindray Uk Ltd	£65,757	NP173/19 - Medical & Surgical Equipment Suppliers	Yes
MMM Medical Equipment UK	£592,657	NP 143/17 -Medical & Surgical Equipment Suppliers	Yes
Morgan Hunt Public Sector Ltd	£101,230	RM6160 - Recruitment Services	Yes
Muckle Media	£55,920	Marketing & Media Services	No
Nairn Healthcare Group	£377,477	Clinical and Medical Services	No
National Services Scotland (via NHS Supply Chain)	£448,166	NP167-18 Ultrasound Scanners and Associated Options and Related Services Maintenance /	Yes

		Pharmacy	
Netcall Technology Ltd	£120,228	Patient/Citizen Communications & Engagement Solutions	Yes
New Start Highland	£151,234	HH002-21 Primary Care Fulfilment Service	No
Olympus Medical	£5,067,129	NP145/18 Flexible Video Endoscopy Equipment Inc. Maintenance and Capsule Endoscopy	Yes
Optima Medical Ltd	£131,755	Patient Monitoring Equipment. Contract Reference Number: 2019/S 173-421793	No
Philips Electronics UK	£1,234,156	Flexible Video Endoscopy Equipment/ Maintenance and Capsule Endoscopy	Yes
PHP Primary Properties Ltd	£961,175	Property Letting & Estate Agents	No
Primacuros Ltd	£66,300	Clinical & Medical Resources	No
Pro-Lab Diagnostics	£168,521	NHS Supply Chain 2019/S 212-519575 - Pathology and Point of Care Testing, Associated Equipment, Instruments, Consumables and Accessories and Managed Services	Yes
Radiology Reporting Online	£278,448	HH026-15 Radiology Reporting Services	Yes
Reed Specialist Recruitment	£306,221	CCS Framework RM6160 - Non Clinical Temporary and Fixed Term Staff	Yes
Richard Wolf Uk Ltd	£60,000	Framework NP147/18 -Medical & Surgical Equipment Suppliers	Yes
Sarstedt Ltd	£58,122	Medical & Healthcare Service Providers / Supplies	No
SCC Specialist Comp Centre	£319,306	Framework reference: SBS/19/AB/WAB/9411 Digital Workplace Solutions framework	Yes
Shepherd + Wedderburn LLP	£351,106	CCS framework RM3788 - WPS legal Services	Yes
Siemens Healthcare Diagnostics Ltd	£3,491,400	NHS Highland Laboratory Service MSC	No
Softcat Plc	£932,716	SBS/19/AB/WAS/9411 - Digital Workplace Solutions framework	Yes
Support in Mind Scotland	£461,466	Community-Based Adult Mental Health Service Providers	No
Switchshop Ltd	£265,059	NHS SBS/19/AB/WAS/9411 - Digital Workplace Solutions	Yes
Synaptik	£481,840	Contract Call off - NP676-17 Medical Services	Yes
Tain + District Med Group	£70,000	Clinical & Medical Provision	No
The Guardian Service	£670,541	HH083-20 Professional services - Confidential Staff Liaison	Yes
Thermo Fisher Diagnostics Ltd	£60,765	NP586-14 Culture Media	No
TMP (UK) Ltd	£107,672	Annual BMJ Subscription	No
Tunstall Healthcare	£58,500	Scotland Excel - Technology Enabled Care Framework No: 3117	Yes
UpToDate	£198,282	Medical Education Service	No

The Validium Group Ltd	£405,873	HH074-20 Provision of An Employee Assistance Programme	Yes
Voice Technologies Ltd	£61,217	NHS SBS/20/SM/WCC/9423 - Digital Dictation, Speech Recognition and Outsourced Transcription	Yes
Waverley Care	£253,750	Delivery of HIV Prevention Young Peoples Services for NHS Highland and Argyll Bute	No
We Are With You	£441,219	Drug & Alcohol Support Providers	No
Whistl UK Ltd	£175,000	CCS framework RM6017 - Postal Goods, Services and Solutions	Yes

Summary of Non-Competitive Actions

In 2021/2022, a total of 10 contract commitments, totalling £2.07M, were made above the regulated procurement threshold, via a Procurement Waiver (single source) process. These awards are conducted in line with NHS Highland's Standing Financial Instructions and are presented to NHS Highland's Audit Committee on a regular basis.

Date	Supplies/ Services/ Works	Supplier	Justification	Value (ex VAT)
15/07/2021	Healing Process Administration and Mediation Support	CMP Solutions	Absence of competition for technical reasons	£ 256,900
19/07/2021	Employee Assistance Service	The Validium Group Limited	Absence of competition for technical reasons	£ 80,000
19/07/2021	Healing Process Therapies	The Validium Group Limited	Extreme urgency due to Covid-19	£ 400,000
07/09/2021	Commercial Vehicle Leases	A M Philip Trucktech Ltd	Absence of competition for technical reasons	£ 137,760
02/11/2021	Linear Accelerators	Varian Medical Systems UK Limited	Absence of competition for technical reasons	£ 236,000
27/11/2021	Laundry Equipment	Jensen UK Ltd	Absence of competition for technical reasons	£ 429,689
16/12/2021	Cardiotocography Machines	Eden Medical	Absence of competition for technical reasons	£ 150,303
17/01/2022	Dental Pods	Safehouse Habitats Scotland	Extreme urgency due to Covid-19	£ 67,760
06/02/2022	Medical Simulator	OKB Medical	Absence of competition for technical reasons	£ 150,000
07/03/2021	OCT Machine	Topcon	Absence of competition for technical reasons	£ 169,560

3. Review of Regulated Procurement Compliance

NHS Highland has published an interim Procurement Strategy to cover the period 2022 – 2023 which is available to view on the NHS Highland Procurement internet pages; this replaced the previous strategy which ended in 2022. A review of the procurement activity for the period covering this report concludes that our procurement exercises are carried out to a high standard, in line with all relevant procurement regulations, our Standing Financial Instructions and our procurement strategy.

The process to review and further develop this new strategy from 2023 will begin in the coming months, with the aim of ensuring that we have a procurement strategy fit for NHS Highland and aligned with our 'Together We Care – Building a brighter future for Health and Care 2022-2027' strategy, which will support the organisation as we move forward.

NHS Highland supports the use of the Scottish Government Procurement Journey and follows the process set out in all of our regulated procurement exercises. We utilise the Public Contracts Scotland (PCS) Tendering system and maintain our publicly accessible contracts register on the PCS Portal.

Our procurement compliance is tested and verified by our audit function with reports being provided to our Audit Committee. As a result of previous audits, a number of areas of good performance, and several key actions for improvement have been identified, with improvements to our service provision being taken forward as a result.

4. Community Benefit Summary

During the reporting period community benefit requirements were supported for the regulated procurements undertaken by NHS Highland. Where appropriate, NHS Highland has included corporate and social responsibility factors in the tender evaluation criteria in order to recognise employers who pay the real living wage, employ local people through apprenticeship schemes and/or are involved with local charities.

Plans are afoot to re-engage with Third Sector organisations to promote the 'Community Benefit' portal to increase visibility of local projects, and we have successfully secured a bid from a supplier to sponsor one local project. We have also implemented a local tender process to align all suppliers with local community projects.

We are working closely with our colleagues in Public Health to support local social mitigation plans working closely with Third Sector organisations.

Procurement is working closely with local schools and colleges and is working towards supporting placements for Foundation Apprenticeships in Business Skills over the 2022-2023 school terms.

5. Supported Business Summary

NHS Highland is committed to supporting this key Scottish Government initiative, and fully support the importance of growing social enterprises within our local communities. NHS Highland continue to work to identify ways to increase our spend in this sector.

During 2021/2022 our spend with supported businesses increased significantly to £203,694 a 40% increase on previous year. The increase in spend was in part due to post Covid-19 remobilisation of services and our continued efforts to expand spend in this area.

Supported businesses spend for the period of this report was provided by New Start Highland, ILM Highland and Highland Blindcraft.

6. Other Items of Note

Following the COVID-19 pandemic, NHS Highland's procurement team continues to be under significant pressure. The function therefore identified a pressing need to undertake a review of the current procurement operating model with a view to designing a sustainable model which provides capacity to meet future demand throughout the peaks and troughs.

Following development of a business case outlining the findings from the strategic review and proposing a new operating structure has been agreed and will be implemented by the end of 2022.

We currently have 9 members of staff studying towards membership of the Chartered Institute of Procurement and Supply (CIPS) and have a People Development Programme in place working with Scotland Excel delivering monthly Procurement training from August 2021 through to March 2023, covering a full spectrum of procurement training from tendering through to contract management.

NHS Highland continues to look for opportunities to increase our spend with Social Enterprises, and as such, are pleased that we have been able to forge more new relationships with several providers during this financial year. NHS Highland understands and appreciates the importance that Social Enterprises plays in helping bring benefits to NHS Highland patients and the wider Highland population.

The procurement team worked with colleagues in public health to work towards NHS Highland's accreditation as a Real Living Wage employer, this accreditation was achieved after a lot of great work in November 2021.

As a support function, the Procurement team demonstrated resilience; flexibility and a huge amount of patience playing their part in supporting NHS Highland, ensuring goods were ordered and delivered where they were needed. The response from the team in adapting both where and how we work and flexing to the needs of the organisation during these twelve months has been amazing.

7. Future Regulated Procurements Summary

During the next two financial years, the authority expects to commence the following regulated procurement activity.

Subject Matter	Contract Type New or Re-let	Expected Award Date	Expected Start Date	Estimated contract value
Blood Glucose Meters and Consumables	Re-let	Jan-23	Mar-23	£500,000
Immunohistochemistry Equipment, Reagents and Consumables	Re-let	Jul-23	Jul-23	£500,000
Emergency Generator Servicing	New	Nov-22	Nov-22	£193,970.00
Portable Fire Fighting Equipment	New	May-22	Dec-22	£111,236.00
Passenger/Goods Lifts	New	Dec-22	Dec-22	£292,405.00
Hospital Mobility Equipment	New	2022	2023	£300,000.00
Kitchen Extraction Systems	New	2022	2023	£62,280.00
Sprinklers	New	2022	2023	£41,250.00
Security Alarm Servicing incl. Fire, Intruder, Auto Doors, Access, CCTV & Monitoring	New	2022	2023	£226,505.00
Pest Control	New	2022	2023	£128,000.00
Insurance Inspections	New	2022	2023	£79,810.00
Weighing Scales	New	2022	2023	£92,500.00
Gas Safety	New	2022	2023	£80,000.00
Local Exhaust Ventilation Servicing	New	2022	2023	£42,640.00
Medical Gas	New	Mar-23	2024	£31,500.00
Communication Support Services	Re-let	2023	2024	£450,000
Issue Based Advocacy (3S review)	Re-let	Sep-23	Nov-23	£1,405,000
Collective Advocacy (3S review)	Re-let	Feb-23	Apr-23	£600,000
Community HIV Prevention and Sexual Health Promotion; and Young People's Sexual Health Education and Health Promotion Service (3S review)	Re-let	Nov-23	Jan-24	£1,010,000

Library Services	Re-let	Feb-23	Apr-23	£782,484
Child Healthy Weight Intervention	Re-let	May-23	Jul-23	£69,616
Injection Equipment Paraphernalia	Re-let	Jan-23	Mar-23	£200,000
BBV laboratory testing through Raigmore and WoSSVC	Re-let	Jan-23	Mar-23	£220,000
Drug and Alcohol Services	New	Mar-23	Apr-23	£1,000,000
Sensory Services	New	Sep-23	Oct-23	£1,500,000
Independent Support - SDS	New	Nov-22	Apr-23	£200,000
Carers Services	New	Dec-23	Apr-24	£1,200,00.00
Mental Health Service	New	Mar-23	Apr-23	£1,500,000
Support Service for People Impacted by Huntingtons Disease	New	Mar-23	Apr-23	£299,000
Support Service for People with Stroke, Chest or Heart Conditions	New	Mar-23	Apr-23	£620,000
Provision of District Medical Leadership in South and Mid and North and West Divisions of North Highland HSCP (DML/CHML/B&SRCL)	Re-let	tbc	Apr-23	£170,000
Medical Support to Badenoch and Strathspey Community Hospital, Aviemore	Re-let	tbc	May-23	£144,500
Provision of a Medical Support to County Community Hospital, Invergordon	Re-let	tbc	Jul-23	£112,000
Medical Support to a Nurse Led Service for Ross Memorial Hospital, Dingwall	Re-let	tbc	Oct-23	£35,000
Medical Support to the RNI Community Hospital and Ach an Eas Care Home Inverness	Re-let	Jul-22	Jun-25	£480,000
Inpatient Medical Cover at Nairn Town & County Hospital	Re-let	Sep-22	Aug-25	£144,000
Jura, GMS Out of Hours Service	Re-let	Mar-23	Apr-23	£311,008
Coll, GMS Out of Hours Service	Re-let	Mar-23	Apr-23	£250,280
Tiree, GMS Out of Hours Service	Re-let	Mar-23	Apr-23	£441,120
Campbeltown Forensic Medical Examiner (FME) Contract	RE-let	Mar-23	Apr-23	£50,000
Lochgilphead Forensic Medical Examiner (FME) Contract	Re-let	Mar-23	Apr-23	£50,000

HIV Outreach Service	Re-let	Dec-22	Jan-23	£45,000
Lorn Medical Centre, Forensic Medical Examiner (FME) Service	Re-let	Mar-23	Apr-23	£28,000
Dunoon Out of Hours, Community Hospital Inpatient, A&E, and Forensic Medical Examiner (FME) Service	New	Mar-23	Apr-23	£1,650,000

8. Procurement Annual Report Ownership and Contact Details

Completed by: Kathleen Lohse

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9. Annex A - Annual Procurement Report template

1. Organisation and report details	
a) Contracting Authority Name	NHS Highland
b) Period of the annual procurement report	01/04/2021 to 31/03/2022
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	107
b) Total value of regulated contracts awarded within the report period	£43,973,593
c) Total number of unique suppliers awarded a place on a regulated contract awarded during the period	107
i) how many of these unique suppliers are SMEs	48
ii) how many of these unique suppliers how many are Third sector bodies	10
3. Review of Regulated Procurements Compliance	
a) Number of regulated contracts awarded within the period that complied with your Procurement Strategy	107
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.	4
b) Total number of regulated contracts awarded with a value of £4 million or greater that contain Community Benefit Requirements.	2
c) Total number of regulated contracts awarded with a value of less than £4 million that contain a Community Benefit Requirements	30
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 recorded
e) Number of Apprenticeships Filled by Priority Groups	Not recorded
f) Number of Work Placements for Priority Groups	Not recorded
g) Number of Qualifications Achieved Through Training by Priority Groups	Not recorded
h) Total Value of contracts sub-contracted to	£37m

SMEs	
i) Total Value of contracts sub-contracted to Social Enterprises	Not recorded
j) Total Value of contracts sub-contracted to Supported Businesses	Not recorded
k) Other community benefit(s) fulfilled	
<u>5. Fair Work and the real Living Wage</u>	
a) Number of regulated contracts awarded during the period that have included a scored Fair Work criterion.	132
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.	40
c) Number of unique suppliers who are accredited Living Wage employers and were awarded a regulated contract awarded during the period.	Not recorded
d) Number of unique suppliers who have signed up to the Scottish Business Pledge and were awarded a regulated contract awarded during the period.	Not recorded
<u>6. Payment performance</u>	
a) Number of valid invoices received during the reporting period.	174,632
b) Percentage of invoices paid on time during the period ("On time" means within the time period set out in the contract terms.)	93.09%
c) Number of regulated contracts awarded during the period containing a contract term requiring the prompt payment of invoices in public contract supply chains.	0
d) Number of concerns raised by sub-contractors about the timely payment of invoices within the supply chain of public contracts.	0
<u>7. Supported Businesses Summary</u>	
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:	£203,694
i) spend within the reporting year on regulated contracts	£75,095
ii) spend within the reporting year on non-regulated contracts	£71,911
<u>8. Spend and Savings Summary</u>	
a) Total procurement spend for the period covered by the annual procurement report.	£190,244,156
b) Total procurement spend with SMEs during the period covered by the annual procurement report.	£83,136,696

c) Total procurement spend with Third sector bodies during the period covered by the report.	£947,913
d) Percentage of total procurement spends through collaborative contracts.	17.1%
e) Total targeted cash savings for the period covered by the annual procurement report	£269,927
i) targeted cash savings for Cat A contracts	£34,265
ii) targeted cash savings for Cat B contracts	£178,525
iii) targeted cash savings for Cat C contracts	£57,137
f) Total delivered cash savings for the period covered by the annual procurement report	£273,365
i) delivered cash savings for Cat A contracts	£0
ii) delivered cash savings for Cat B contracts	£154,763
iii) delivered cash savings for Cat C contracts	£118,602
g) Total non-cash savings value for the period covered by the annual procurement report	Not recorded
<u>9. Future regulated procurements</u>	
a) Total number of regulated procurements expected to commence in the next two financial years	54
b) Total estimated value of regulated procurements expected to commence in the next two financial years	£14,916,604