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AUDIT & RISK COMMITTEE

21 May 2026

Annual Procurement report to 31 July 2025

1.0 PURPOSE OF PAPER

For information

1.1 This paper presents the Annual Procurement Report for the period 1 August 2024 to 31 July 2025 and outlines the procurement activity undertaken by Borders College during that period. It seeks to provide assurance to the Audit & Risk Committee on compliance with statutory procurement duties, internal procurement policy, and wider governance requirements.

2.0 EXECUTIVE SUMMARY

2.1 The Annual Procurement Report reflects Borders College's performance in delivering its procurement strategy as required under the Procurement Reform (Scotland) Act 2014, which mandates public bodies with regulated spend above £5 million to publish an annual report on procurement activity. The College is below this threshold but has produced the report to demonstrate good governance and practice.

2.2 The report demonstrates a high level of regulatory compliance, transparency, and alignment with the College's strategic objectives.

2.3 During 2024–25, the College completed five regulated procurements with a total value of £852,472.31 and delivered both cash and non-cash savings. Procurement activity supported the principles of equal treatment, non-discrimination, proportionality and transparency, and incorporated sustainability, Fair Work considerations, and community benefits where relevant.

2.4 The College continues to strengthen contract and supplier management, reduce procurement risk, embed responsible procurement, and identify future regulated procurements over the next two financial years. No compliance breaches were reported in relation to regulated procurements.

3.0 RECOMMENDATION(S)/ACTION(S) REQUIRED

3.1 I recommend that the Committee: -

3.1.1 Note the contents of the Annual Procurement Report for 2024–25.

4.0 BACKGROUND

4.1 Borders College is required to prepare and publish an Annual Procurement Report that reviews performance against its procurement strategy and statutory obligations. The report also provides assurance regarding:

- Procurement governance
- Contract compliance
- Use of collaborative frameworks
- Sustainability and Fair Work practices
- Community benefit delivery
- Future procurement planning

The reporting period covers all regulated procurements (goods and services ≥£50,000; works ≥£2 million) completed between 1 August 2024 and 31 July 2025.

4.2 The College is currently below the £5m regulated spend which requires a full report to be published but in line with good practice and governance the report has been produced inline with the Procurement Reform (Scotland) Act 2014.

5.0 Annual Procurement 2024-25

The full report is attached in Appendix 1 with a summary of the key points given below.

5.1 Regulated Procurement Activity

- 5 regulated contracts awarded, valued at £852,472.31 in total.
- 3 awards were to SMEs, demonstrating continued support for local and smaller suppliers.
- All regulated procurements were undertaken in full compliance with the Procurement Strategy and relevant legislation.

5.2 Expenditure Profile:

- Total non-pay expenditure: £4,775,259.73.
- Core regulated expenditure: £2,629,233.97.
- Non-regulated expenditure: £1,289,503.08.
- Collaborative spend: 44% of core expenditure channelled through national or sectoral frameworks.

5.3 Compliance and Governance

- All procurements followed Public Contracts (Scotland) 2015 principles and the College's internal policies.
- Procurement documentation continues to use clear evaluation criteria, proportionate tender requirements, and practices to encourage SME participation.

- No breaches of procurement rules or non-compliant awards were identified.
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5.4 Sustainability and Fair work

- Sustainability considerations were embedded throughout regulated procurements, including circular economy principles, ethical sourcing, and environmental impact.
- Living Wage and Fair Work criteria were included where appropriate.
- Category-based evaluation of climate impacts continues to develop.

6.0 IMPLICATIONS AND CONSIDERATIONS

6.1 Financial Implications

6.1.1 During the financial year cash savings of £45,360 and non-cash savings of £134,830 have been delivered from procurement activities.

6.1.2 No financial irregularities or non-compliance risks have been identified during the reporting period

6.2 Learner Implications

Procurement supports high-quality learning environments through effective contracts (e.g., IT network refresh, catering, estates works).

6.3 Staff Implications

Procurement training and engagement activities support staff understanding of responsible procurement and risk mitigation.

6.4 Equality and Diversity Implications/Equality Impact Assessment

Fair Work, ethical sourcing, and Living Wage considerations were incorporated where appropriate.

6.5 Sustainability/Environmental Implications

Procurement activity contributes to the College's Net Zero by 2030 ambition, aligned to sector climate strategies.

7.0 RISK COMMENTARY

The Annual Procurement Report provides assurance that procurement-related risks are being effectively managed. Key mitigations include:

- Full compliance with procurement legislation and internal controls
- Strengthened contract and supplier management
- Increased use of collaborative frameworks to reduce risk and resource burden

- Improved forecasting and forward planning

No significant procurement risks or compliance exceptions were identified in the reporting period

8.0 CONCLUSION

8.1 The 2024–25 Annual Procurement Report demonstrates that Borders College has continued to operate a compliant, transparent, and strategically aligned procurement function. The Audit & Risk Committee is invited to note that strong progress has been made in embedding responsible procurement, delivering savings, managing risk, and planning for future procurement activity.

Kirsty Robb, Vice Principal Finance & Corporate Services & Beth McClusky, Procurement Manager

Previous Board or College Committee Approvals:

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BORDERS COLLEGE
ANNUAL PROCUREMENT REPORT
1 AUGUST 2024 - 31 JULY 2025

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1.0 Executive Summary

1.1 The Procurement Reform (Scotland) Act 2014 required any public organisation which has an estimated annual regulated spend of £5 million or more to develop a procurement strategy and then review it annually. This requirement took effect from 31 December 2016. Organisations (including HE and FE institutions) required to develop and publish a procurement strategy were also required to publish an Annual Procurement Report, reflecting on the relevant reporting period of the procurement strategy.

1.2 This report covers the period of 1 August 2024 to 31 July 2025 and demonstrates the effectiveness of processes and transparency in Borders College procurement activity, highlighting performance and achievements in delivering the organisational procurement strategy.

1.3 The development of the procurement strategy is the outcome of consultation and discussion with internal and external stakeholders who have an interest in Borders College approach to procurement and its impact. Stakeholder engagement also features in the annual assessments of the achievement of regulatory compliance, strategic objectives of the College, value for money (defined as the best balance of cost, quality and sustainability) and delivery against the College's broader aims and objectives, in line with Scotland's National Outcomes. This process of review and reporting will inform any adjustments to the procurement strategy deemed necessary to secure future performance improvements and to respond to the economic, political and financial influences to which the institution may need to adjust.

1.4 The strategy aligns with the aims and objectives of the Public Procurement Strategy for Scotland which provides a high-level vision for Scottish public procurement. The strategy supports the overarching objectives of public procurement being:

Good for Businesses and their Employees
Good for Places and Communities
Good for Society
Open and Connected

This annual report tracks the progress in line with these objectives.

1.5 As part of meeting the Sustainable Procurement Duty this report will summarise efforts made to improve the economic, social and environmental wellbeing of their area, in particular how procurement has contributed to the response to the global climate emergency.

1.6 Borders College has analysed third party expenditure and has completed 4 regulated procurements during the period covered by this report:

- Lower value regulated procurements above the Procurement Reform (Scotland) Act 2014 threshold (goods and services worth more than £50,000 and works worth more than £2 million) amounted to £194,649.40. There were 2 such procurements completed.
- Higher value regulated procurements above the Public Contracts (Scotland) Regulations 2015 thresholds (goods and services worth more than £179,087 and works worth more than £4,477,174 as per January 2025) amounted to £657,922.91. There were 3 such procurements completed.

More detailed information on the regulated procurements, is provided in subsequent sections and appendices to this report.

1.7 Borders College is dedicated to transforming the lives of its 1143 full-time and 2965 part-time students through education and training. We offer a wide range of inspirational learning experiences from essential skills to graduate degree programmes. With our main campus located in Galashiels and 2 other campuses located in Newtown St Boswells and Tweedbank we operate within the heart of Scottish borders communities.

1.8 The College is committed to offering a dynamic and relevant portfolio of courses which supports close collaboration and seamless pathway routes between schools, colleges, universities and employers. Our aim is to develop stronger, deeper and added value relationships with our wide range of partners and stakeholders delivering high quality, sector-leading programmes.

1.9 Borders College has 333 active suppliers with whom the College did business in the reporting period.

1.10 The total non-pay expenditure was £4,775,259.73, with £2,629.233.97 of regulated expenditure and £1,289,503.08 of non-regulated expenditure and £856,522,68 of non-core expenditure.

1.11 At least £1,934,065.00 was spent with 275 SMEs during the reporting period which constitutes 49% of the total active suppliers amounting to 49% of core expenditure excluding capital spend. 1 SME featured in the award of regulated procurements.

1.12 Borders College has been optimising use of national, sectoral, local or regional C1 collaborative contracts and frameworks. As well as bringing leverage-based savings, the burdens or risk, contract and supplier management are shared and the number of resource-intensive formal local tenders that need to take place is reduced significantly. It is estimated 44% of core expenditure, excluding capital expenditure amounting to £1,574,621.83 went through collaborative agreements in 2024/2025

Notes

1. Regulated procurements are those with an estimated value equal to or greater than 50k (≥12,500 per annum over a 4-year contract period excluding VAT) for goods and services (or £2000000 excluding VAT for a public Works contracts)
2. Deemed completed when the award notice is published or where the procurement process otherwise comes to an end – covers contracts and framework agreements.
3. Current GPA public contracts thresholds applicable from 1st January 2024 to 31st December 2025. These are revised every 2 years.
4. Non-pay expenditure covers all third-party expenditure. It excludes directly employed workers and associated costs such as national insurance, pension contributions and administration costs.
5. Non-core expenditure is third party expenditure excluded from the scope of the procurement regulations.
6. Core expenditure covers regulated and non-regulated expenditure excluding non-core expenditure.

1.13 This report comprises of five sections that cover mandatory reporting:

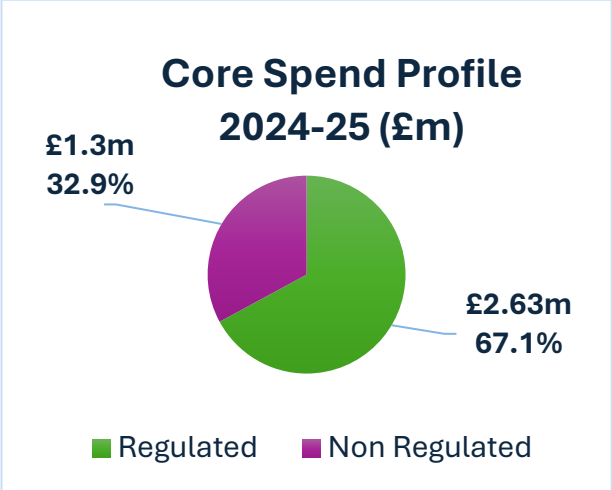
Summary of Regulated Procurements
Review of Regulated Procurement Compliance
Community Benefit Summary
Supported Business Summary
Future Regulated Procurements Summary

2.0 Summary of Regulated Procurements Completed

2.1 Borders College strongly believes in conducting its procurements in an open and inclusive manner aligned to support the College's strategic objectives and outcomes.

2.2 The detailed summary of regulated procurements completed during the period of this report is set out in Appendix B. That information, coupled with the publication of our Contracts Register and the systematic use of Public Contracts Scotland (PCS) and Quick Quotes provides complete visibility of the College's procurement activity over the reporting period.

2.3 Between 1 August 2024 and 31 July 2025, the College has spent £3,918,737.13.13 on goods, services and works (regulated and non-regulated expenditure), excluding non-core expenditure.



2.4 The College's percentage of collaborative spend is estimated to be 44% between 1 August 2024 and 31 July 2025. Collaborative spend is the spend through participation in framework agreements with partners such as APUC, Scottish Borders Council, Crown Commercial Services, Scottish Excel, Scottish Procurement and other procurement organisation of which the college is a member. Collaborative spend also covers any joint procurements that the college undertakes with another organisation.

2.5 Further information can be found in Appendix B detailing both lower value regulated procurements completed and higher value Public Contracts (Scotland) 2015) regulated procurements completed in this reporting period. For each completed regulated procurement the information provided shows:

- the date of award
- the contract start date
- the category subject matter
- the name of the supplier
- estimated total value of the contract over contract period

- collaborative or institution owned
- the end date provided for in the contract or a description of the circumstances in which the contract will end
- the SME and supported business status

3.0 Review of Regulated Procurement Compliance

3.1 Where appropriate, Borders College has made use of collaborative contracts to deliver improved contract terms, supported contract and supplier management, sustainable procurement outcomes and value for money (the best balance of cost, quality and sustainability).

3.2 In making its regulated procurements every care has been taken to ensure that the College awards the business to suppliers who are capable, reliable and who can demonstrate that they meet high ethical standards and values in the conduct of their business.

3.3 In the period covered by this report the College has conducted all its regulated procurements in compliance with Public Contracts (Scotland) 2015 principles of equal treatment, non-discrimination, transparency, proportionality and mutual recognition.

3.4 The college is committed to completing the Scottish Government Procurement and Commercial Improvement (PCIP) Assessment in 2026 as a benchmark to measure future improvements.

3.5 Borders College has procurement policies and procedures that are consistent with the Scottish Government Procurement Journey and that that meet the objectives and requirements set out in our organisational procurement strategy and the general duties and specific measures of the Procurement Reform (Scotland) Act 2014:

A. <u>Contributing to carrying out our function and the achievement of our purpose</u>

Borders College analyses non-pay expenditure on a quarterly basis to identify opportunities to identify tender and efficiency opportunities and plan procurement activity.

The regulated procurements completed in the reporting period have been carried out with the involvement and consultation of relevant stakeholders. Tender or project strategies have considered risk, value and strategic importance of the procurement and have been aligned to the College's strategic aims and objectives.

The College manages regulated procurement contracts and suppliers with the aim of ensuring that contracts deliver the required standards, provide value for money, risks are identified and managed and we continually improve contracts and supplier performance.

B. Deliver value for money

Our procurement practices strive to achieve the optimum combination of cost, quality and sustainability to demonstrate value for money, this includes applying whole life costing in our regulated procurements.

Where appropriate, Borders College has made use of collaborative contracts to deliver improved contract terms, supported contract and supplier management, sustainable procurement outcomes and the best balance of cost, quality and sustainability.

Key contracts and suppliers have been pro-actively managed to ensure contract deliverables and objectives are achieved.

It is estimated that during the reporting period, locally tendered savings. through framework agreements facilitated by procurement were approximately £45,360.71 BT1 savings. BT2 savings were £134,830.93.
BT1 savings are direct cash savings achieved through using frameworks and BT2 savings are savings based on the actual price paid versus the market price.
This equates to a total saving of £180,191.64 for the period 1st Aug 2024 to 31st July 2025.

Treating relevant economic operators equally and without discrimination

The College has conducted all its regulated procurements in compliance with the principles of openness, transparency and non-discrimination.

All regulated procurements are published on PCS, and we have made use of separate lots, where appropriate. We use straightforward, output-based specifications and clear evaluation criteria to ensure that procurement exercises and contracts are accessible to as many bidders as possible.

C. Acting in a transparent and proportionate manner

We ensure that procurement documentation is simplified wherever possible, using plain English and contain the appropriate number of evaluation criteria questions to reduce the resource impact on suppliers. The full evaluation criteria and scoring methodology are clearly stated in our invitation to tender documents which we publish on PCS.

We actively take steps to make our contracts accessible to smaller and local businesses through the use of PCS Quick Quote, information on our external website and attending supplier/buyer events and meeting. We continually seek feedback and opportunities to simplify processes and make it easier for bidders to access opportunities.

D. The Sustainable Procurement Duty

We consistently give consider environmental, ethical, economic and social impacts as well as the promotion of positive impacts and innovation relating to all regulated procurements during the tender strategy of each procurement and throughout the procurement journey.

Where appropriate, we make use of available sustainability tools and systems including the Prioritisation Tool, the Sustainability Test, Lifecycle Impact Mapping, the Scottish Flexible Framework as well as the Sustain Supply Chain Code of Conduct, Electronics Watch and Eco Vadis.

Contract Title	Evaluation Criteria	Regulated or Non-Regulated
Netherdale Roof Repair	Community Benefits, Health & Safety	Regulated
Supply of Fruit & Vegetables to teaching kitchens	Responsible procurement	Non-Regulated
IT network refresh	Corporate and social responsibility, Sustainability	Regulated
Meat Supplies – Teaching Kitchen	Responsible procurement	Non-Regulated
Insurance	Corporate and social responsibility	Regulated
HR – Employee Benefits	Responsible Procurement	Non-Regulated
College Mini Bus Purchase	Corporate and social responsibility	Regulated
College Tractor Lease	Sustainability	Non-Regulated

We included community benefits, fair work, corporate and social responsibility, health & safety, sustainability and responsible procurement evaluation criteria or sub criteria in the following procurements in 2024/25.

Contract	Supplier	Award Date	Contract Type	Value	SME
Borders College Roof Repair	Integrated Environments	14/05/25	B	£145,000	Small
IT Network Refresh	European Electronique	17/02/25	B	£212,571	Medium

With effect from March 2022, we must report in our Public Bodies Climate Change Duties (PBCCD) annual reports, “targets for reducing indirect emissions of greenhouse gases” and how we align spending plans and use of resources to contribute to reducing emissions and delivering emissions reduction targets.

Procurement Category	2022/23	2023/24	2024/25
Facilities Operations	389.12	139.26	299.89
Estates and Buildings	36.34	70.42	169.55
Utilities	1090.08	704,80	914.49
Janitorial & Domestic Supplies and Services	3.34	4.73	15.54
Vehicles, Fleet Management (purchases, leases, hire)	215.42	37.02	37.41
Furniture, Furnishing and Fittings	8.01	16.34	26.79
Catering Supplies and Services	36.43	25.26	73.97
Travel & Transport	474.49	72.21	152.20
Health & Safety & Security	41.18	25.74	79.23
Workshop and Maintenance supplies (including engineering)	33.85	32.7	155
Computer Supplies & Services	348.58	544.52	1149.10
Audio Visual, multimedia supplies and services	10.60	26.59	15.15
Printing, reprographics, and photocopying.	8.29	19.11	40.96
Professional and bought in services	214.32	116.00	168.43
Stationery and office supplies	1.98	1.282	18.41
Non influenceable spend	5.79	11.96	10.92
Library and publications	1.48	3.34	3.21
Agricultural/fisheries/Forestry/ Oceanographic	40.29	31.04	78.50
Medical, Surgical, Nursing, Dentistry Supplies & Services	1.69	3.26	7.50
Sports Science & Recreation	3.08	0.14	3.99
Museums and Art	0.20	0.06	0.36

The College takes account of climate impacts and circular economy considerations in its procurement activity contributing to the Scottish Colleges Statement of Commitment on the Climate Emergency.

Scottish University and College supply chains are seen as a key focus for early attention across all institutions to significantly reduce greenhouse gas emissions. A shared Supply Chain Climate and Ecological Emergency Strategy has been agreed by the Principals' groups of both the University and College sectors in Scotland.

We have produced updates against the Primary Impact Areas of Climate Change (PIACC). The college has identified the following areas as potential for reducing emissions:

- Estates Operations and Development
- Catering
- Information technology and Services
- Travel and Transport
- Hair & Beauty

The Borders College sustainability strategy 2025-2030 outlines the Colleges ambition to achieve net zero by 2030.

A. Community Benefits

The College considers for each of its procurements of £4 million or greater how it can improve the economic, social or environmental wellbeing of the Scottish Borders region through inclusion of community benefit requirements. There were no procurements of this value during this reporting period.

In addition, for procurements of less than £4 million, the College includes community benefits clauses and award criteria, where relevant and proportionate, and where they are considered not to have a negative impact on the delivery of value for money. Please see the Community Benefit Summary section of this report for further information.

B. Consulting and engaging with those affected by its procurements

As part of the development of project or tender strategies prior to the publication of regulated procurement tenders, we carry out market research, consult and engage with relevant internal and external stakeholders to ensure the procurement is aligned to the College's strategic aims and objectives, stakeholders' views are considered, and they can contribute to the development of the project or tender strategy.

We offer debriefs to all tenderers (successful and unsuccessful alike) with the aim to demonstrate transparency, ensure a full understanding how the award decision was reached and to encourage continuous improvement. We encourage tenderers to provide feedback on the process and to identify opportunities for improvement. Similarly, we encourage regular internal feedback as part of project reviews and wider regular departmental meetings.

C. The Living Wage

As an organisation who is a Living Wage Accredited Employer, where relevant and proportionate, sustainability requirements including support for Fair Work practices and the Living Wage have been considered for all regulated procurements.

D. Compliance with the Health and Safety at Work Act 1974

The College is committed to contracting only with suppliers that comply with Health and Safety legislation, and we consider Health and Safety at project strategy stage.

Where appropriate, the College assesses the legislation applicable to the procurement and has taken steps to ensure bidders comply with legislation. Where proportionate, the College also seeks to assess the compliance of subcontractors.

E. The procurement of fairly and ethically traded goods and services

Borders College actively supports the sourcing of goods that are fairly and ethically traded.
We consider sustainability including fairly and ethically traded goods and services throughout the procurement journey in our regulated procurements from project strategy to contract and supplier management.

F. The provision of food and improving health, wellbeing and education of communities in the College's area, and the promotion of the highest standards of animal welfare

The outsourced catering provision provides a commitment to the delivery of fresh, seasonal and nutritious food, and where relevant, maintaining the highest standards of animal welfare through the use of appropriate certifications and standards.

The college student welfare office has several initiatives to ensure that students have access to healthy food if needed. These include:

- Breakfast and lunch bags
- Supermarket vouchers
- Financial hardship support
- Lunch clubs
- Wellbeing drop-ins with free hot chocolates/soup etc
- Campus Pantry

Other food purchases are made using APUC and TUCO framework agreements. The products and services under these agreements comply with all relevant legislation and standards, and as part of APUC and TUCO procurements, tenderers undergo a rigorous assessment of environment credentials.

G. Payment terms

The College recognises the importance of paying suppliers promptly once goods or services have been delivered. Our standard payment terms are set as 30 days from the date of receipt of a valid invoice. Invoices are paid on a weekly basis to ensure that invoices do not exceed our standard payment terms. It is possible to reduce these standard payment terms for SMEs, and any such request is reviewed on a case-by-case basis.

3.6 We also measure progress against our strategic procurement objectives:

A. To sustain and further develop partnerships within the sector, with other publicly funded bodies, with professional bodies and appropriately with supply markets that will yield intelligence, innovation and deliver value to users of procurement services.

- The engagement with internal and external stakeholders and suppliers provides valuable feedback which informs the College of possible necessary adjustments and improvements to strategy and process.
- For each procurement, the institution considers the community affected by the resultant contract and ensures that any affected organisations/persons are consulted (e.g. impact on service for students, or a local contract that could be combined with other similar institutions' needs). Such consultation will always be on a scale and approach relevant to the procurement in question.
- The institution contributes to sector contracting plans and considers coordinated procurement efforts on a regional basis where appropriate.
- The institution actively engages with other bodies through HE and FE specific events, Scottish public-sector events and wider UK HE events.
- In carrying out procurement activity the institution has been in alignment with the objectives of the Public Procurement Strategy for Scotland. It has sought to maximise the impact of procurement to boost a green, inclusive and wellbeing economy, and to promote innovation. It has sought strong community engagement and aimed to deliver social and economic outcomes. It has sought continuous improvement to help achieve a fairer and more equal society, and tried to ensure it is open, transparent and connected.

B. To work with internal academic budget holders, professional support service colleagues and suppliers to deliver innovation and best value to learning, research and service support communities through the development of an effective and co-ordinated purchasing effort within the College.

- Optimal procurement approaches are developed and agreed through consultation with key stakeholders, end users and suppliers. This intelligence gathering approach is also used to deliver innovation, to improve skills and competencies in securing the most appropriate procurement routes to market that yield best value outcomes consistent with the guidelines set out in the Scottish Procurement Journey.
- Procurement activities follow guidelines set out in the Procurement Journey. This helps to manage the expectations of stakeholders, customers and suppliers alike and facilitates best practice and consistency with what other organisations do across the Scottish public sector.
- For every procurement over £4 million, the institution will consider how it can improve economic social or environmental wellbeing of its area through inclusion of community benefit clauses. Where possible and proportionate, such clauses may be included in procurements below £4 million.

- Care is taken to ensure that procurement operations reflect and support institutional strategic objectives.

C. To promote the delivery of value for money through good procurement practice and optimal use of procurement collaboration opportunities.

- The best balance of cost, quality and sustainability is consistently used to assess value for money delivered and to identify sensible aggregation opportunities through collaborative contracting.
- The College sorts regulated procurements into procurement categories. How these goods, services and works are bought – joint purchasing, use of local, regional and national framework agreements, consolidated contracting – is subject to annual review with APUC and, through user consultation, optimal category approaches are agreed, sensible aggregation opportunities are exploited, category and commodity approaches are developed, recorded, signed off and processed.

D. To seek out professional development opportunities to enrich and enhance experience and capability of procurement practitioners and to work with the supply chains to ensure continued value, managed performance and minimal risk throughout the life of contracts for the benefit of the customers and students.

- The defined procurement process is managed through a professionally qualified procurement team with access to competency-based training, skills development programmes and career development opportunities. Devolved procurement competencies are assessed across the institution to secure optimum value delivery while managing supply side risks and opportunities.
- Post procurement reviews are carried out to check that tendering outcomes are delivering against category approaches and business case objectives. These are in turn consolidated by category-based contract and supplier management routines to monitor performance and introduce any improvements required.

E. To develop sound and useful procurement management information to measure and improve procurement and supplier performance in support of fair and transparent processes to inform demand management for goods and services.

- Internal governance procedures, policies and tools such as e-enabled workflow enhancements are introduced to effect improvement to procurement process and efficiency.
- Expenditure segmentation analysis and data located on the Hub, Hunter (including Contracts Registers) and Procurement Data Dashboard. Where relevant, use is made of appropriate standards and labels in procurements to take account of fair and ethical trading considerations with due consideration given to equivalent tender offerings from suppliers. Use is made of PCS to publish procurement opportunities, appropriate use is made of lotting, output-based specifications and clear

evaluation criteria to ensure that procurements are accessible to as many bidders (including SMEs) as possible.

F. To embed sound ethical, social and environmental policies within the College's procurement function and to comply with relevant Scottish, UK and EC legislation in performance of the sustainable procurement duty and support the journey to net-zero carbon and the Borders College Net Zero Action Plan.

- Procedures are in place to ensure that consideration of environmental, social and economic issues and benefits is made, where appropriate, on a contract-by-contract basis during the planning stage utilising relevant tools and resources where appropriate.
- Procedures are also in place to ensure that regulated procurements are only awarded to businesses that are capable, reliable and, where relevant, meet high ethical standards and values in the conduct of their business. The institution is committed to contracting only with suppliers that comply with all appropriate and relevant legislation. Where appropriate, and on a contract-by-contract basis, the institution will assess the legislation applicable to a procurement and take steps to ensure bidders comply with it e.g. Health and Safety, Late Payment legislation. Where relevant and proportionate the Living Wage and fair work practices of suppliers are promoted in tender documentation. The College is a Living Wage employer.
- The institution has a strong focus on addressing the global climate emergency and it has sought to support circular economy and promoted strategic decisions on demand management and procuring for re-use, re-design and re-manufacture.
- The institution complies with its duties under the Modern Slavery Act.

3.7 The college has identified all non-compliant regulated procurement activity and has commenced work with key stakeholders to ensure this expenditure is procured legitimately going forward. Where a legitimate noncompetitive action is required, the college will follow the procedures outlined in the college procurement policy and report this expenditure in a transparent manner.

4.0 Community Benefit Summary

4.1 For every procurement over £4 million, Borders College considers how it can improve the economic, social or environmental wellbeing of its area through inclusion of community benefit clauses, to assist with achieving sustainability in contracts activity, including targeted recruitment and training, small business and social enterprise development and community engagement. Where possible, relevant and proportionate, and where they are considered not to have a negative impact on the delivery of value for money, such clauses may be included in regulated procurements valued at below £4 million.

4.2 Borders College's approach to identifying community benefit opportunities is to conduct risk and opportunities assessments through stakeholder consultation and engagement on a case-by-case basis. Where relevant and proportionate, the requirement is then built into the invitation to tender and eventual conditions of contract performance.

4.3 Where applicable, as part of the tendering process, suppliers are invited to describe their approach to delivering community benefits or achieving social value through a contract. Relevant community benefits are cited such as:

- providing 'upskilling; opportunities e.g. Toolbox talks with students and staff
- offering advice and assistance on the best practice methodology
- employment, student work experience and vocational training opportunities
- apprenticeships
- local subcontractor opportunities available to SMEs, third sector and supported businesses
- direct involvement in community-based schemes or programmes
- equality and diversity initiatives
- supply-chain development activity
- educational support initiatives
- to minimise negative environmental impacts, for example impacts associated with vehicle movements and/or associated emissions and impacts on protected areas, buildings or sites.

4.4 Tenderers are invited to describe how such benefits will be successfully delivered through the contract and promoted to contract users. Where community benefits are included in a procurement (at or above the £4million threshold), the award notice would include a statement of the benefits that are expected to be derived from the contract.

4.5 Borders College has not awarded a regulated procurement of £4million or greater in the reporting period.

4.6 In the reporting period, several community and sustainability benefits were promised as follows:

- Donation of Material to local community projects.
- Carbon Footprint Analysis of IT infrastructure.

4.7 A detailed breakdown of community and sustainability benefits fulfilled for regulated procurements is provided in Appendix B.

5.0 Supported Business Summary

5.1 Borders College reviews each procurement to determine whether it could be fulfilled by a Supported Business, whilst remaining compliant with relevant Procurement Legislation and ensuring value for money for the institution (using

the only Supported Business register currently available and published by Ready for Business).

5.2 The College did not reserve or award any new contracts to supported businesses in the reporting period. However, we continue to engage with both internal and external stakeholders to seek out opportunities to source goods and services from supported businesses.

5.3 The following contract is with a supported business

Category	Supplier Name	Date of Award	Cat A, B, C or C1	Contract Start	Value over reporting period	SME Status
Sanitary Products	Hey Girls	15/11/2023	B	15/11/2023	£2,848.97	Small

6.0 Future Regulated Procurements Summary

6.1 Borders College is keen to encourage competition by promoting optimal participation in its procurement process and achieve better value for money in its procurements. One method of achieving this is to give notice to suppliers of tendering opportunities that are expected to commence over the next two financial years after the period covered by this report.

6.2 In preparing this forward projection of anticipated regulated procurements, it is difficult to be precise about providing details of actual requirements. Over a forecast period of two years, it is very probable that circumstances and priorities will change so the list of projected individual regulated procurement exercises outline in Appendix C should be viewed with as tentative.

6.3 Please note that when regulated procurements are to be completed via a framework agreement, a contract notice will not be published and only suppliers within the relevant framework will be able to participate in the exercise.

6.4 The information provided in Appendix C – List of Future Regulated Procurements covers:

- the subject matter of the anticipated regulated procurement
- whether it is a new, extended or re-let procurement
- the expected contract notice publication date
- expected award date
- expected start and end date
- the estimated value of the contract
- contract category A, B, C or C1

Appendix A: List of Regulated Procurements Completed in the Reporting Period 1 August 2024 – 31 July 2025

Category Subject	Supplier Name	Date of Award	Cat A, B, C, C1	Start Date	End Date	End Date inc Extensions	Value over Contract Period	SME Status	Supported Business
Construction Design Consultancy	Mott McDonald	20/12/2024	B	04/01/2025	03/06/2025	03/06/2025	£225,251.00	Large	No
IT Network Refresh	European Electronique	17/02/2025	B	04/06/2025	01/06/2030	01/06/2030	£212,571.91	Medium	No
Mini Bus Purchase	Ford Motor Company	03/11/2024	A	26/06/2025	26/06/2026	26/06/2026	£73,649.40	Large	No
Borders College Roof Repair	Integrated Environments	14/05/2025	B	23/06/2025	31/12/2025	31/12/2025	£121,000.00	Small	No
Insurance	Arthur J Gallagher	June 2025	B	01/08/2025	31/07/2028	31/07/2028	£220,000.00	Medium	No

Appendix B: List of Regulated Procurements with Community Benefit Requirements Committed

There was 1 regulated procurement with community benefits promised during the reporting period:

Category Subject	Supplier Name	Date of Award	Start Date	End Date	End Date inc Extensions	Value over Contract Period	Benefit Type
Borders College Roof Repair	Integrated Environments	14/05/2025	23/06/2025	31/12/2025	31/12/2025	£121,000	Donation of materials to Gala Men's shed or Little art hub Gala. Donation of crafting materials to Borders Additional Needs Group for ASN & Neurodivergent young people.

Appendix C: List of Regulated Procurements (Planned to Commence in Next Two Financial Years 2024/2025 and 2025/2026)

Category Subject	Cat A, B, C, C1	New, Extended or Re-let Procurement	Expected Contract Notice Publication Date	Expected Date of Award	Expected Start Date	Expected End Date (inc extensions)	Estimated Value over Contract Period
Managed Print Service	B	Re-let	N/A – via Framework Agreement	Sept 2025	November 2025	October 2032	£60,000
Student Management System integrated to assessments & portfolios.	B	Re-let	N/A – via Framework Agreement	Dec 2025	Jan 2026	Jan 2029	£260,000
Green Book Consultancy - Borderlands	C	New	tbc	2026	2026	2026	£100,000
SFC SCIM Consultancy – College Redevelopment	B	New	N/A – via Framework Agreement	2026	2026	2026	£300,000
Sustainable furniture design and build project	B	New	N/A – via Framework Agreement	2026	July 2026	July 2027	£150,000
Waste Management Services	B	Re-let	N/A – via Framework Agreement	April 2026	May 2026	May 2029	£90,000
Estates Safety Contract – Fire Alarms and CCTV maintenance	B	New	N/A – via Framework Agreement	April 2026	June 2026	June 2031	£75,000
Catering Service	B	Extend	N/A – via Framework Agreement	April 2026	June 2026	June 2028	£120,000

Software Management Service (HALO)	B	Re-let	N/A – via Framework Agreement	May 2026	July 2026	July 2029	£120,000
Virtual Learning Environment Service - Canvas	B	Re-let	N/A – via Framework Agreement	March 2026	July 2026	April 2030	£160,000
Borders College Repairs & Maintenance Contract – Electrical	C	New	Feb 2026	June 2026	Aug 2026	April 2029	£150,000
Borders College Repairs & Maintenance Contract – Joinery	C	New	Feb 2026	June 2026	Aug 2026	April 2029	£150,000
Borders College Repairs & Maintenance Contract – Heating & Plumbing	C	New	Feb 2026	June 2026	Aug 2026	April 2029	£150,000
PPE	B	New	N/A – via Framework Agreement	July 2026	Aug 2026	Aug 2029	£210,000
Stables Facility Rental	C	New	April 2026	July 2026 2026	August 2026	August 2030	£100,000
Horse Racing External Training Provider	C	New	April 2026	July 2026 2026	August 2026	August 2030	£160,000
Tractors - Lease for Rural Skills	C	New	May 2026	August 2026	August 2026	August 2030	£150,000
Autism supported learning service	C/C1	New	May 2026	July 2026	Aug 2026	Aug 2029	£90,000
In person Student Counselling Service	C/C1	New	May 2026	July 2026	Aug 2026	Aug 2030	£50,000
Borders College External Render	C	New	April 2026	May 2026	September 2026	September 2026	£70,000
Borders College External Painting	C	New	April 2026	May 2026	September 2026	September 2026	£50,000

Lift Servicing & Maintenance	B	Re-Let	N/A – via Framework Agreement	Sept 2026	Oct 2026	Oct 2030	£120,000
Data Centre Server Replacement	B	Re-let	N/A – via Framework Agreement	Sept 2026	Dec 2026	Dec 2032	£850,000
External training associate	B	Re-let	N/A – via Framework Agreement	Oct 2026	Dec 2026	Dec 2031	£250,000
Hair & Beauty Products	B	Re-Let	N/A – via Framework Agreement	Oct 2026	March 2027	March 2030	£60,000
Internal Audit Service	B	Re-Let	N/A – via Framework Agreement	Feb 2027	April 2027	April 2030	£50,000
College Redevelopment Construction	A/B	New	N/A – via Framework Agreement	Feb 2027	June 2027	June 2029	£14,000,000
Microsoft Licenses	B	Re-Let	N/A – via Framework Agreement	Oct 2026	Feb 2027	Feb 2032	£240.000

Appendix D: Glossary of Terms

A, B, C and C1 Contracts (Who buys what?)

Category A	Collaborative Contracts available to all public bodies • Scottish Procurement • Crown Commercial Services
Category B	Collaborative Contracts available to public bodies within a specific sector • Scottish Procurement • APUC • Scotland Excel • NHS National Procurement
Category C	Local Contracts for use by individual public bodies
Category C1	Local or regional collaborations between public bodies

APUC's Code of Conduct - APUC and its client community of colleges and universities is committed to carrying out procurement activities in an environmentally, socially, ethically and economically responsible manner and to entering into agreements and contracts with suppliers that share and adhere to its vision. To demonstrate this commitment, current and potential suppliers are asked to acknowledge their compliance with the principles of the APUC Supply Chain Code of Conduct with respect to their organisation and their supply chain.

BT14 – Sustainability Based Benefits - sustainability benefits where costs are not normally relevant can be reported but will normally be described in narrative including but not limited to the following areas:

- Reduction in waste – packaging and / or further use of residue from processes etc.
- Reduction in consumption - use of raw materials (consumables, utilities etc.)
- Recycling and/or reuse of products
- Enhanced Reputation and/or marketing opportunities
- Community Benefits delivery
- Carbon Reduction
- Social, equality and / or environmental improvements

Category Subject is a collection of commodities or services sourced from the same or similar supply base, which meet a similar consumer need, or which are inter-related or substitutable.

Community Benefits are requirements which deliver wider benefits in addition to the core purpose of a contract. These can relate to social- economic and or environmental. Benefits. Community Benefits clauses are requirements which deliver wider benefits in addition to the core purpose of a contract. These clauses can be used to build a range of economic, social or environmental conditions into the delivery of institutional contracts.

Contracts Registers these typically provide details of the procurement exercise to capture key information about the **contract** (the goods and services, values, date started, expiry date, procurement category etc).

Cost Avoidance The act of eliminating costs or preventing their occurrence in the first place. It tends not to show up on, but materially impacts, the bottom-line cost and is normally referred to as a "soft" cost saving i.e. negating supplier requests to increase costs, procuring services/goods/ works under budget, obtaining prices lower than the market average/median.

Contract management or contract administration is the management of contracts made with customers, suppliers, partners, or employees. Contract management activities can be divided into three areas: service delivery management; relationship management; and contract administration.

Flexible Framework Self-Assessment Tool (FFSAT) enables measurement against various aspects of sustainable procurement.

Hub (DXC Spend Analytics) - The Scottish Procurement Information Hub is provided by DXC Spend Analytics l as a spend analysis tool allowing organisations to: -

- Identify non-pay spend on external goods and services
- Identify key suppliers and how many transactions are made with each
- Highlight common spend across suppliers and categories
- Identify spend with SMEs and/or local suppliers

This information means that individual organisations and Centres of Expertise can identify where collaborative opportunities might exist and where transactional efficiencies could be made.

For more information, visit the Scottish Government's Hub page.

Hunter has been developed by the eSolutions team. It is a database solution which uses standard Microsoft packages (Access and SQL Server) enabling organisations to effectively monitor and report on collaborative contracting activities.

As a solution, it is operational within the HE/FE sector in Scotland and is also being utilised by the HE consortia in England and Wales that also provide collaborative contracting services to the sector. Hunter has a multi-level structure which allows

consortia to share collaborative agreements, make them visible to their member organisations, and in turn enabling them to record their own contracts.

Institutional Dashboard is the area within the APUC Buyers Portal being developed by the APUC eSolutions team providing easy access to institutions' key management reporting data being recorded centrally through **Hunter**. The dashboard currently hosts key regulatory procurement information on Contracts Registers, forward contracting plans, expenditure reporting and APR Data. The list of reports is planned to expand to cover savings and PCIP dashboard data.

Lotting the Public Contracts (Scotland) Regulations 2015 encourage the use of lots (regulation 47), to promote competitiveness and to facilitate the involvement of SMEs in the public procurement market, by considering the appropriateness of dividing contracts into lots to smaller contracts

Output Specification requirements are set out in terms of what you want to achieve, leaving the tenderers to decide on how they will deliver those requirements. This can lead to innovation by the tenderers. The services detailed in the output specification should be capable of objective assessment so that the performance of the supplier can be accurately monitored.

Prioritisation the Sustainable Public Procurement Prioritisation Tool which is a tool to aid all procuring organisations across the Scottish Public Sector designed to bring a standard structured approach to the assessment of spend categories.

Procurement Journey is public procurement toolkit with guidance and templates on the procurement process to facilitate a standardised approach to the market and contract and supplier management.

Procurement & Commercial Improvement Programme (PCIP) replaced the previous Procurement Capability Assessment (PCA) and focuses on the policies and procedures driving procurement performance and more importantly, the results they deliver.

PCS (Public Contracts Scotland) is the national advertising portal used to advertise all public sector goods, services or works contract opportunities.

PCS-Tender is the national eTendering system and is centrally funded by the Scottish Government. The system is a secure and efficient means for buyers and suppliers to manage tender exercises online. The standard templates enable buyers to create consistent tender documentation.

Segmentation the division and grouping of suppliers or contracts in relation to spend and its criticality to business.

Small and Medium Sized Enterprises (SMEs) encompass –

- Micro enterprises: enterprises which employ fewer than 10 persons and whose annual turnover and/or annual balance sheet total does not exceed £1.57 million.

- Small enterprises: enterprises which employ fewer than 50 persons and whose annual turnover and/or annual balance sheet total does not exceed £7.86 million.
- Medium enterprises: enterprises which are neither micro nor small, which employ fewer than 250 persons and which have an annual turnover not exceeding £39.28 million, and/or an annual balance sheet total not exceeding £33.78 million.

Social Enterprises are revenue-generating businesses with primarily social objectives whose surpluses are reinvested for that purpose in the business or in the community, rather than being driven by the need to deliver profit to shareholders and owners.

Supply Chain encompasses all activities, resources, products etc. involved in creating and moving a product or service from the supplier to the procurer.

Supply Chain Management Programme (Sustain) is the APUC supply chain sustainability web portal, a central hub where sector suppliers can complete and store sustainability compliance data. The portal is the core supply chain sustainability tool supporting HE and FE institutions and their suppliers in delivering a transparent, environmentally positive, ethical and socially responsible supply chain

Supported business means an economic operator whose main aim is the social and professional integration of disabled or disadvantaged persons, and where at least 30% of the employees of the economic operator are disabled or disadvantaged persons.

Supported employment programme means an employment programme operated by an economic operator, the main aim of which is the social and professional integration of disabled or disadvantaged persons, and where at least 30% of those engaged in the programme are disabled or disadvantaged persons.

Sustainable Procurement A process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis and generates benefits, not only for the organisation but also to society, the economy and the environment.

Third-Party Expenditure is calculated based upon the total value of invoices paid per annum, excluding VAT, to all suppliers for the purchase of goods and services. It is defined as including: goods – tangible products such as stationery, which are often also known as supplies. Services – provision of an intangible product such as refuse collection, elderly home care, whether carried out internally or externally. Works – including construction works and utilities – energy costs. It excludes employee costs, non-cash expenditure (e.g. depreciation), grants, trust payments and other non-controllable payments to other publicly funded bodies but should include spending on agency staff, capital expenditure and programme spend on commodities and services.

Appendix E: Procurement Action Plan with KPIs and Targets.

Objective 1

To work with budget holders, colleagues and suppliers to engage early to reduce risk, deliver innovation and best value through the development of an effective and co-ordinated purchasing effort within the college to enable effective operations to support the delivery of successful student outcomes.

Outcome	Main Actions & Commitments	Completion date	Key Performance Indicators	Benchmark Data	Target
Effective relationships with key stakeholders to achieve efficient tendering, contract management and improved communications	Establish regular meeting with key stakeholders in College Departments to improve the forward contracting plan	Ongoing with annual reporting in November	Number of meetings with key stakeholders	3 Meetings per year with Estates, IT & Digital, Finance. 2 meetings per year with Construction, STEM, Hospitality, Student Support.	17 meetings with stakeholders.
Embed best practise responsible procurement to all phases of the procurement process	Delivery of training sessions – procurement awareness training & sustainable procurement duty.	Ongoing Sept 2026 Sept 2026	Number of staff completing training. Online training for sustainable purchasing to be developed. Procurement information section for staff to be made available on staff intranet.	% of staff to have completed training. % of staff to have completed training. Sept 2026	60% 60% Developed and implemented

	New procurement policy and procedures to include responsible procurement to be approved and implemented.	March 2026	Procurement policy, procedure and new SSJ form to be approved by F&A committee and implemented.	6 monthly review of implementation and any changes to be documented and approved for implementation.	Review in Sept 2026
	Provide a procurement update to Sustainability committee meetings.	Ongoing	Reports presented at sustainability committee.	1 report	2 reports per year

Objective 2

To sustain and further develop partnerships and collaboration within the sector, with other publicly funded bodies and suppliers to deliver best value to users of procurement services.

Outcomes	Main Actions & Commitments	Completion Date	Key Performance Indicators	Benchmark Data	Target
Optimised use of Cat A, B and C1 contracts for all influenceable expenditure	Evaluate expenditure data to identify and optimise use of collaborative contracts	Ongoing with quarterly analysis	Use of Cat A, B and C1 as % of influenceable expenditure	0	4 updated reports
	Develop forward contracting plan to identify collaborative opportunities	Quarterly review and reporting at monthly procurement meeting	Forward Contracting Plan to be up to date and updated quarterly.	FCP updated annually	2 updated reports to be presented at monthly procurement meeting
	Maintain contracts register	Ongoing	Number of contracts in contracts register	10	All regulated contracted to be on Public Contracts Scotland.
Implement effective contract and supplier management that secures savings, service, improvements and innovations	Develop and implement contract management and supplier relationships for key contracts in collaboration with internal stakeholders	Ongoing	Number of implementation and contract management meetings with suppliers.	2	10

over the contract term.	Invite Key suppliers to Supplier and Contract Management (SCM) system	ongoing	Number of suppliers with SCM section 1 completed	0	10

Objective 3

To embed sound, ethical and environmental procurement practises within the college to comply with relevant Scottish and UK legislation in the performance of sustainable procurement duty and to support our journey to a net zero climate emissions by 2040.

Outcomes	Main Actions & Commitments	Completion Date	Key Performance Indicators	Benchmark Data	Target
Sustainable procurement to be embedded into all aspects of the procurement process.	Develop and implement sustainability requirements for stakeholders involved in regulated and non-regulated procurements.	ongoing	Number of contracts awarded with sustainability criteria to be documented and reported to the sustainability committee.	0	5
Consideration of whole life cycle costing, climate emergency, economic, environmental, social impacts and community benefits in assessment of value for money.	Embed sustainable procurement duty processes in projects strategies, specifications and evaluation criteria.	Ongoing	Number of contracts awarded >25k with sustainability evaluation criteria as a % of total Number of awarded contracts with secured sustainability benefits (BT14) as a percentage of total.	2 0	5 5
Reduce scope 3 carbon emissions	Work with EAUC and sustainability committee to develop carbon reduction plans with the highest emitters	Ongoing	Number of carbon reduction plans developed	0	1

Annex A: Scottish Government Report

1. Organisation and report details	
a. Contracting Authority Name	Borders College
b. Period of the annual procurement report	1 August 2024 – 31 July 2025
c. Required by s18 Procurement Reform (Scotland) Act 2014 to prepare an annual procurement report? (Yes/No)	No

2. Summary of Regulated Procurements Completed	
a. Total number of regulated contracts awarded within the report period	5
b. Total value of regulated contracts awarded within the report period	£852,472.31
c. Total number of unique suppliers awarded a place on a regulated contract during the period	5
i. How many of these unique suppliers are SMEs	3
ii. How wany of these unique suppliers are third sector bodies	0

3. Review of Regulated Procurements Compliance	
a. Number of regulated contracts awarded within the period that complied with your Procurement Strategy	5
b. Number of regulated contracts awarded within the period that did not comply with your Procurement Strategy	0

4. Community Benefit Requirements Summary	
a. Total number of regulated contracts awarded with a value of £4 million or greater.	0
b. Total number of regulated contracts awarded with a value of £4 million or greater that contain Community Benefit Requirements	0
c. Total number of regulated contracts awarded with a value of less than £4 million that contain Community Benefit Requirements	1

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)	0
e. Number of Apprenticeships filled by Priority Groups	0

f. Number of Work Placements for Priority Groups	0
g. Number of Qualifications Achieved through Training by Priority Groups	0
h. Total Value of contracts sub-contracted to SMEs	0
i. Total Value of contracts sub-contracted to Social Enterprises	0
j. Total Value of contracts sub-contracted to Supported Businesses	0
k. Other community benefit(s) fulfilled	Donation of materials to local community projects.

5. Fair Work and the real Living Wage	
a. Number of regulated contracts awarded during the period that included a Fair Work First criterion	0
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	0
c. Number of unique suppliers who are accredited Living Wage employers and were awarded a regulated contract during the period	0

6. Payment Performance	
a. Number of valid invoices received during the reporting period	TBC
b. Percentage of invoices paid on time during the period ('on time') means within the time period set out in the contract terms)	TBC
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 public contracts	0

7. Supported Business 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:	0
i. Spend within the reporting year on regulated contracts	0
ii. Spend within the reporting year on non-regulated contracts	£2,848.97

8. Spend and Savings Summary	
a. Total procurement spend for the period covered by the annual procurement report	£3,918,737.13
b. Total procurement spend with SMEs during the period covered by the report	£1,934,065.99
c. Total procurement spend with third sector bodies during the period covered by the report	£0
d. Percentage of total procurement spend through collaborative contracts	44%
e. Total delivered cash savings for the period covered by the annual procurement report	£45,360.71
f. Total non-cash savings value for the period covered by the annual procurement report	£134,830.93

9. Future regulated procurements	
a. Total number of regulated procurements expected to commence in the next two financial years	28
b. Total estimated value of regulated procurements expected to commence in the next two financial years	£9,295,240