



SCOTTISH
FIRE AND RESCUE SERVICE

Working together for a safer Scotland

**ANNUAL PROCUREMENT REPORT
FOR THE PERIOD
1 APRIL 2022 – 31 MARCH 2023**

Contents

Section 1	Introduction
Section 2	Summary of Regulated Procurements Completed
Section 3	Review of Regulated Procurement Compliance with Strategy
	3.1 Summary of Regulated Procurement
	3.2 Value for Money and Efficiency
	3.3 Governance, Risk and Fraud
	3.4 Transparency
	3.5 Enhancing Capability
	3.6 Sustainability
	3.7 Climate Change
Section 4	Community Benefits Summary
Section 5	Supported Business Summary
Section 6	Future Regulated Procurement
Section 7	Procurement Performance Analysis
	7.1 Procurement Spend
	7.2 Key Achievements
Section 8:	Further Information
Appendix Ai:	List of Regulated Procurements
Appendix Aii:	List of Framework Call-Offs
Appendix Aiii:	List of Quotations
Appendix Aiv.	List of Non- Competitive Actions (NCA)
Appendix Av.	List of Property Contracts (Non-Regulated)
Appendix B:	Future Regulated Procurement
Appendix C:	Community Benefits Breakdown

Section 1: Introduction

- 1.1 The Scottish Fire and Rescue Service (SFRS) is the world's fourth largest fire and rescue service, committed to ensuring the safety and wellbeing of the people of Scotland. We are a national organisation delivering our front-line services locally from three strategically positioned hubs based in the North, West and East of the country.
- 1.2 The strategic priorities for the Scottish Fire and Rescue Service (SFRS) are set out within the Fire and Rescue Framework for Scotland 2022 and the SFRS Strategic Plan 2022-25.
- 1.3 In delivering our services we recognise the significant role we play in helping to achieve the Scottish Government's purpose, which is to focus government and public services on creating a more successful country by increasing sustainable economic growth and providing opportunities for all of Scotland to flourish.
- 1.4 An Annual Operating Plan is produced each year to support the delivery of the SFRS Strategic Plan and uphold corporate values.
- 1.5 In accordance with its legislative obligations under the Procurement Reform (Scotland) Act 2014, the SFRS publishes a Corporate Procurement Strategy which is maintained by the SFRS Finance and Procurement Directorate, and it aligns procurement activity with the SFRS Corporate Plan and Annual Operating Plan. The Corporate Procurement Strategy which was approved in April 2021 places sustainability at the SFRS spending power.
- 1.6 Our Corporate Procurement Strategy articulates how our procurement activity is aimed at supporting the delivery of SFRS strategic priorities and undertaking these in a manner which supports delivery against National Outcomes.
- 1.7 As required under section 15 of the Procurement Reform (Scotland) Act 2014 ("the Act"), the SFRS publishes an Annual Procurement Report, as required by section 18 of the Act.
- 1.8 The Annual Procurement Report monitors the authority's regulated procurement activities against delivery of its procurement strategy.

- 1.9 The Scottish Fire and Rescue Service is pleased to publish our sixth Procurement Report covering the period 1st April 2022– 31st March 2023. The content of this Report covers all regulated procurements completed during this period and details how those procurements supported the objectives included within our Corporate Procurement Strategy.
- 1.10 The success in delivery of the Corporate Procurement Strategy is achieved only by working in partnership with colleagues across the Service and this positive commitment and collective contribution from all is highlighted within this report. We look forward to the continuation of this collaborative approach in the delivery of our new procurement strategy.
- 1.11 This report details six main areas, the first five cover mandatory reporting with the sixth discretionary, these being:
- i. Summary of Regulated Procurement Completed
 - ii. Review of Regulated Procurement Compliance
 - iii. Community Benefits Summary
 - iv. Supported Business Summary
 - v. Future Regulated Procurement
 - vi. Procurement Performance Analysis

John Thomson

Acting Director of Finance and Procurement

Section 2: Summary of Regulated Procurement

- 2.1 Section 18(2)(a) of the Procurement Reform (Scotland) Act 2014 requires organisations to include: “a summary of the regulated procurements that have been completed during the year covered by the report”.
- 2.2 A regulated procurement as defined by the Act is any procurement for supplies or services with a value more than £50,000 and for works contracts with a value over £2million.
- 2.3 A regulated procurement is completed when the award notice is published or where the procurement process otherwise comes to an end. Regulated procurements can refer to new contracts and framework agreements but also to mini-competitions and call offs from existing framework agreements.
- 2.4 The SFRS maintains and publishes on its external website a register of contracts awarded. The Register provides information on current live contracts and is updated on a quarterly basis
- 2.5 Wherever possible, the SFRS, has sought to make use of national, sectoral and local collaborative contracts and frameworks. Collaboration opportunities with other public bodies can offer greater efficiencies and are included in the regulated and non-regulated contracts awarded. In addition to the leveraging the value of aggregated spend to assist in the delivery of savings, the burden of risk with respect to contract and supplier management can be centralised. The key areas of collaboration are reflected in the use of frameworks which have been established by Scottish Government, Crown Commercial Services, National Fire Chiefs Council (NFCC) and Centres of Expertise such as APUC and Scotland Excel.
- 2.6 SFRS regulated procurement within the reporting period was undertaken across 6 categories of spend:
- i. Fleet
 - ii. Personal Protective Equipment

- iii. Operational Equipment
- iv. Property and Facilities
- v. ICT
- vi. Corporate

2.6 Table 1 below summaries the regulated procurement awarded by the Scottish Fire and Rescue Services in the period 1st April 2022 – 31st March 2023. These include contracts for goods, services and works.

Number of Regulated Procurements Awarded in the reporting period	37
Total Estimated Value of Awarded Regulated Procurements (excl VAT)	£41,830,556

2.7 Full details of these regulated procurements can be found in Appendix Ai.

2.8 Contracts which have a value less than the £50k or £2m thresholds are known as “Non-Regulated” procurement. Details of the non-regulated procurements awarded during the reporting period can also be found in Appendix A. This information has been provided to provide transparency of this area of expenditure.

2.9 Section 9 of the Procurement Reform (Scotland) Act 2014 details the sustainable procurement duty and in particular the facilitation of the involvement of small and medium sized enterprises. During the period, 30.48% of third party spend (circa £28 million of the £92 million third party spend was with SMEs.

2.10 The SFRS is a Living Wage Accredited Employer and is committed to working with our contractors to ensure the same commitment to fair working practices. In all relevant procurement exercises, there is provision included within the invitation to tender for those organisations who participate in our procurement activity to highlight their commitment.

Section 3: Review of Regulated Procurement Compliance

3.1 Overview of Regulated Procurement Compliance

- 3.1.1 Section 17 of the Procurement Reform (Scotland) Act 2014 requires that regulated procurements be carried out in accordance with the organisation's procurement strategy, so far as reasonably practical.
- 3.1.2 Section 18(2) states that an annual procurement report must include, at 18(2)(b), "a review of whether those procurements complied with the authority's procurement strategy" and, at 18(2)(c), "to the extent that any regulated procurements did not comply, a statement of how the authority intends to ensure that future regulated procurements do comply".
- 3.1.3 The Corporate Procurement Strategy 2021-24, as approved by the Board of the Scottish Fire and Rescue Service in April 2021, sets out the basis for all procurement activity across the SFRS and it ensures that our procurement activity is undertaken in an efficient and customer focused manner which adds values whilst ensuring compliance with legislative duties. It is aligned to the Scottish Model of Procurement.
- 3.1.4 The Procurement Strategy sets out the basis for all procurement activity across the SFRS and it continues to ensure that procurement activity enables delivery of the SFRS Strategic Plan and Annual Operating Plan. The Strategy also reflects the SFRS legal obligation to ensure compliance with Procurement legislation and associated Statutory Guidance across its procurement activity.
- 3.1.5 The SFRS has a fully documented procurement governance framework which provides a well-established set of policies and processes to support effective and compliant public procurement.
- 3.1.6 All procurements progressed by the Procurement Team and undertaken in the reporting period observed the following themes as fully detailed within our Procurement Strategy which are detailed in the following pages.

3.2 Value for Money and Efficiency

3.2.1 Our activities continue to increase around the delivery of Regulated Procurements. In the reporting period, the procurement activity undertaken by the SFRS can be summarised as follows (full details are listed in Appendix A):

Procurement Type	Nos.	Projected Total Value (£) – Excl VAT
Regulated Procurement	37	£41,830,556
Framework Call-Offs (Below £50,000)	19	£424,496
Property Contracts (below £2,000,000)	1	£1,600,000
Quote	25	£652,314
Non-Competitive Action	5	£59,672
Total	87	£44,567,038

3.2.2 The benefits of collaborating with partner organisations is recognised and the SFRS Procurement Team seek new opportunities to undertake joint working where possible. In the reporting period, approximately 73% of total contract spend was through collaborative contracts.

3.2.3 Similarly, 78% of all regulated procurements undertaken utilised national or sectoral frameworks.

3.2.4 We continue to utilise national frameworks established by Scottish Government and achieved cash savings of £1.12million through their use. We are associate members of Scotland Excel and make use of relevant frameworks. Work continues to further develop relationships with the wider UK Fire and Rescue Services for the procurement of common goods and services, with SFRS continuing to make use of National Frameworks for key operational personal protective equipment and front-line vehicles.

3.2.5 Work also continues with partners such as Scottish Government, Transport Scotland, Scottish Enterprise and the Energy Savings Trust, to explore future opportunities for

collaboration and innovation particularly within our Fleet and Property Categories to minimise the impact of climate change.

3.2.6 Spend and contract analysis continues to inform the planning of our procurement. The outcome of the analysis assists in the development of a rolling three-year programme of work which is agreed with stakeholders and monitored throughout the financial year.

3.2.7 We are committed to paying suppliers on time and we understand the importance of prompt payment to our supply base. We act in a responsible and sustainable manner so prompt payment is a priority. Our on-time payment performance for financial year 2022/23 is detailed below together with previous year's performance.

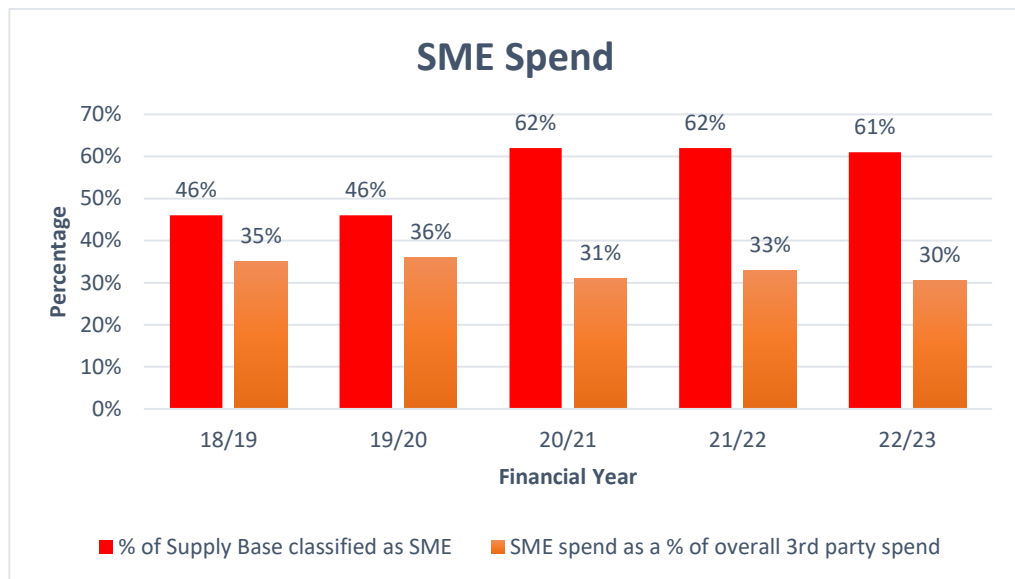
Payment Term	2018/19	2019/20	2020/21	2021/22	2022/23	Target 2022/23
Payment within 30 days	97%	96%	97%	98%	96%	97%
Payment within 10 days	67%	81%	82%	82%	79%	N/A

3.2.8 The SFRS recognises the continued importance of SMEs including third and fourth sector organisations in supporting economic growth and employment in Scotland. As detailed in our Corporate Procurement Strategy we are committed to improving the access to such opportunities.

3.2.9 The SFRS is committed to supplier inclusion, and we seek to conduct our procurement activity with a wide range of providers including Small and Medium Enterprises (SMEs), and third sector, including supported business. We continue to build upon our relationship with the Supplier Development Programme to encourage the ongoing use of Scottish SMEs in the delivery of SFRS requirements.

3.2.10 In financial year 2022/23, 47.35% (£43.73million) of the SFRS total spend was with suppliers based in Scotland, which was similar to the previous reporting period. This spend making a positive contribution to local economies.

3.2.11 The table below details the breakdown of SMEs as a percentage of overall Suppliers in scope and SME spend as a percentage of overall 3rd party spend in scope.



3.2.12 We continue to work with partner organisations and our contractors to better understand the impact of our procurement spend on the communities we serve whether through the delivery of community benefits, social impact and national GVA figures.

3.2.13 End user involvement and consultation continues to be key to the development of Commodity Strategies and Tender Documents to ensure that technical specifications meet Service needs and can be clearly understood by suppliers. Early engagement with End users continues to be progressed by the Procurement team.

3.2.14 The Procurement Team continue to engage and build on existing relationships with internal customers ensuring their involvement in the planning and undertaking of SFRS procurement activity and aiding greater understanding of the need to observe the sustainable procurement duty.

3.2.15 Market engagement is undertaken in all relevant procurement activity and is used to assist understanding of market capability to address the SFRS needs and to inform

the development of the specification and ensure that the procurement route chosen and the Invitation to Tender requirements are appropriate and well-developed.

3.2.16 Contract management continues to provide a challenge to the Service due to the resource requirements required both from a procurement and directorate perspective and this continues to be an area where improvement will be sought.

3.3 Governance, Risk and Fraud

3.3.1 The SFRS has a well-established procurement government framework with supporting documentation and standard template which support the delivery of its procurement activity and ensure compliance with legislation and associated Statutory Guidance together with the Scottish Model of Procurement.

3.3.2 Within the reporting period we updated our procurement governance processes as required and the Procurement Team continues to engage with customers to reinforce the application of the procurement governance model and ensures that regulated procurement is undertaken in accordance with the legal and procedural framework. Training is provided to those individuals who are involved in supplier selection and tender evaluation.

3.3.3 Progress continued with the delivery of the “Red Flag Procurement Fraud Action Plan” with approximately 88% of improvement actions completed (an increase of 8% on the previous reporting period) and the Plan on track to be delivered over the period of our Procurement Strategy.

3.3.4 The application of SFRS procurement governance framework and the undertaking of our quality review process to provide assurance on projects undertaken ensured that there were no successful legal challenges within the reporting period, with any issues raised by unsuccessful tenderers being robustly defended in conjunction with Legal Services and external legal support as required.

3.3.5 Work continues with the delivery of the Procurement Capability Improvement Programme Action Plan in preparation of the next assessment which is due in May 2024.

3.4 Transparency

- 3.4.1 Transparency in public procurement requires the SFRS to show openness, visibility to its procurement activities and to have ready accessibility to information regarding its procurement plans and spend, all of which provides external parties with confidence that we undertake our procurement activity in a fair and transparent manner.
- 3.4.2 The SFRS utilise Public Contracts Scotland (PCS) to advertise all regulated procurement activity with a value of £50,000 or more. All relevant procurement activity is also published on UK Find a Tender site.
- 3.4.3 In accordance with the Public Contracts (Scotland) Act 2014, the SFRS has published and maintained a Contracts Register thereby providing visibility on live contracts.
- 3.4.4 In all relevant procurements, evaluation methodology is fully detailed in the Invitation to Tender and full debriefs are provided to all participants in all regulated procurement and quotes undertaken by the Service.

3.5 Enhancing Capability

- 3.5.1 The range of goods, services and works procured by the SFRS requires Procurement and Property Team members to exhibit strong commercial and procurement knowledge and skills. The teams also offer professional support to Directorates in the delivery of procurement services through clear controls and guidance.
- 3.5.2 We continue to make use of technology to assist in the delivery of the Corporate Procurement Strategy. We continue with the use of Achilles Themis, which provides up-to-date case law interpretation together with various guidance documents which assist in the update / maintenance of our procurement governance framework.

- 3.5.3 The SFRS continues to support Procurement team members with their professional studies which will lead to full membership of the Chartered Institute of Procurement and Supply.
- 3.5.4 In the previous recruitment period the structure of the Procurement Team was amended with the addition of post of Procurement Specialist, which were successfully recruited. However, the recruitment process led to vacancies in other posts which proved difficult to fill, reflecting a common problem in recruitment across the Scottish Public Sector. The impact of these vacancies was that over the reporting period the Procurement Category Teams were operating at 70% capacity which then impacted upon procurement exercise and improvement actions that the team could undertake.
- 3.5.5 The Procurement Competency framework is also utilised by the Procurement Team, aligning its use with the SFRS appraisal system. This national toolkit sets out the skills and competency levels required of procurement teams involved in the public-sector procurement process and its use is aligned to each individual / role within the Procurement Team.
- 3.5.6 Partnership working involving the sharing of knowledge and best practice continues with the NFCC for fire sector specific goods and services where the SFRS is represented on various committees related to national procurement activity. The SFRS also continues to contribute to the Central Government Procurement Collaboration Group and work continues with Police Scotland and the Scottish Ambulance Services to identify areas of collaboration.
- 3.5.7 There continues to be successful close engagement between Procurement and all Directorates / key stakeholders through the planning of procurement activity and the User Intelligence Group (UIG) process where input is sought on specification development and relevant stakeholders are also engaged in supplier selection, tender evaluation, contract award decisions and in supporting contract and supplier management arrangements. Training of relevant members of the UIG continues for individual tender exercises in key areas such as selection and tender evaluation.
- 3.5.8 The manner by which the Procurement Team interacts with suppliers is a key factor in the success of relevant projects. The SFRS undertakes pre-procurement activity, early

market engagement and being accessible to prospective suppliers. This involves the use of the Prior Information Notice to alert the market to forthcoming opportunities and holding supplier briefing days, both virtual and face-to-face.

- 3.5.9 Senior members of the Procurement Team have completed formal course of study in Public Procurement Law and Policy.
- 3.5.10 Work continues in the development of improved feedback mechanism both for suppliers and Directorates.

3.6 Sustainability

- 3.6.1 The Scottish Fire and Rescue Service (SFRS) is committed to observing our sustainable procurement duty as stated within the Procurement Reform (Scotland) Act 2014 and continue to review and update our internal policies and procedures to reflect our legal duty and to ensure the proper consideration of how best we can improve the social, environmental and economic wellbeing of our communities through our procurement activity.
- 3.6.2 Sustainability is an area that the SFRS can and does influence by making sure the elements which impact on sustainability are built into the procurement process at an early stage and considered throughout the procurement lifecycle in the specification development, tender evaluation and contract management.
- 3.6.3 For all procurements for goods and services with a value of £50,000 or more, we develop a Commodity Strategy which requires the use of the Procurement Journey Sustainable Procurement Toolkit which assists in embedding relevant and proportionate requirements in our procurement activity.
- 3.6.4 Reflecting the requirement contained within SPPN1/2021 that Procurement professionals have a responsibility to be climate literate and to have an appreciation of how contracting activity can support net-zero aims for their organisation and Scotland, all members of the Procurement Team have previously completed their Literacy e-learning and Sustainability Training.

- 3.6.5 In support of our commitment to our sustainable procurement duty, we have a nominated Sustainable Procurement Champion who is responsible for ensuring compliance with legislation across the Service and promoting the adoption of sustainable procurement practices.
- 3.6.6 Our Procurement Strategy 2021-2024 was published in April 2021 and is anticipated to remain relevant until March 2024, but it is reviewed on an annual basis and adjusted to ensure that it remains current to the challenges faced by the SFRS. The strategy re-iterates our commitment to ensure the consideration of issues that may assist in improving the economic, social and environmental wellbeing of the communities that we serve.
- 3.6.7 We include the consideration of community benefits in all relevant procurement activity and use these to deliver wider benefits for the communities which we serve. Section 4 of this Report details the Community Benefits delivered in financial year 2022/23.
- 3.6.8 Our procurement processes are applied in a manner which facilitates the involvement of small and medium-sized enterprises (SME), Supported Business and third sector bodies. We continue with our membership of the Supplier Development Programme (SDP) which consists of Local Authorities, Scottish Government and a range of other public bodies working together to support SMEs in all aspects of tendering. During the reporting period, the Procurement Team attended the in-person Meet the Buyer events held both on a national and local basis.
- 3.6.9 The SFRS continues to successfully use project bank accounts (PBA), with the PBA being used in the West Asset Resource Centre project. Project Bank Accounts are designed to pay sub-contractors at the same time as main contractors in relevant procurement activity.
- 3.6.10 Our procurement activities continue to promote and explore opportunities to engage with the Supported Business and Third Sector. Although no new contracts were awarded within the reporting period, there was still spend of approximately £40,000 excl. VAT with this sector through existing arrangements. We continue to work in partnership with the Scottish Prison Service on a contract for Station Storage which provides opportunities for those individuals within the care of the Scottish Prison

Service to gain valuable social skills and realistic work skills to enhance employability prospects. Section 5 of this Report details our spend with Supported Business.

3.6.11 The SFRS is an Accredited Living Wage employer and through our procurement activity, we recognise that inviting suppliers to adopt fair working practices will reduce inequalities and develop a more inclusive and sustainable society. We continue to ensure that all relevant procurement activity includes criteria to address Fair Work Practices. We are committed to developing our requirements further to include mandating the payment of the Real Living Wage where it is relevant and proportionate. In the reporting period, we awarded eighteen which included Fair Work Practices criteria, many of these contracts being call-offs from National Frameworks.

3.6.12 The SFRS continues to consider Equality and Diversity in all relevant procurement activity and observes the requirement to comply with the Equality Act 2010 and the 'General Duty'. Completion of an Equality and Diversity Impact Assessment is undertaken and where appropriate provision is included in the conditions of contract, specification and contract award criteria, with performance measured through management of the contract.

3.6.13 SFRS has recently achieved silver status in Stonewall UK workplace Equality Index, which is the benchmarking tool for employers to measure their progress on LGBTQ+ inclusion in the workplace. Procurement continues to work with directorates and end users to ensure that our contractors share a similar commitment.

3.6.14 The SFRS recognises the importance of ensuring that it continues to comply with the Health and Safety at Work Act 1974 and that our contractors are familiar with this legislation, understand their responsibilities and operate safe systems of work. The SFRS continues to check and monitor contractors understanding of their responsibilities. For relevant contracts, the SFRS addresses specific Health and Safety issues as they relate to the contract requirement. Relevant contractors are also required to demonstrate and ensure compliance with the CDM Regulations 2015.

3.6.15 The SFRS is a member of the Scottish Free Trade Forum, and our standard procurement process includes consideration of what Fair Trade provisions or

equivalent could apply appropriately in the delivery of the contract provision. Our Soft Facilities management contractor, Sodexo has a similar commitment to Fairtrade.

3.6.16 SFRS is currently engaging through our Local Senior Officers (LSOs) as part of our partnership working with local authorities to support Community Wealth Building Projects. Progressive procurement is a core principle to help develop local supply chains of businesses likely to support local employment and keeping wealth in communities. The SFRS Procurement Team continues to support LSOs to provide subject matter expertise as part of these projects.

3.6.17 We continue to procure timber for use in carbonaceous training facilities with all timber products supplied by our contractor is certified as being sourced from legal and sustainable sources. Timber supplied to the SFRS must be accredited to meet either the Forest Stewardship Council (FSC) or the Program for the Endorsement of Forest Certification (PEFC). Conformity to this requirement is monitored throughout the contract duration.

3.6.18 The SFRS has adopted the flexible framework tool for Sustainability, and we will utilise this to measure our level of performance and identify the actions required to embed good procurement practice to realise intended sustainable outcomes. We will seek to achieve level 3 on the flexible framework by 31st March 2024.

3.7 Climate Change

3.7.1 Procurement is a key area which can assist in the delivery of climate change actions which are vital in supporting Scope 3 Emission reductions. The SFRS Sustainability Team champions climate emergency and waste management activity and oversee progress against our Climate Change Response Plan 2045 across the service. We support the Scottish Government's goal to become net zero by 2045 and SFRS has pledged to cut carbon emission by 6% per annum until 2030 which equates to an 80% overall reduction.

3.7.2 To support this, we continue to invest in technologies to reduce waste energy and in the reporting period there continued to be investment in a number of programmes and initiatives across the Service to assist in the reduction of emissions caused by

powering and heating our buildings and powering our fleet. Since the launch of our new Carbon Management Plan in April 2020, we have been rolling out new measures and technologies across the estate which will start to have long term positive impacts on reducing our emissions. These include installation of Solar photovoltaic (PV) panels on many of buildings, new smart heating controls and building management systems, trailing of new electric boilers instead of gas and oil boilers, improved insulation of our buildings and continuing to invest in new Electric Vehicles (EVs) for our light fleet.

3.7.3 In financial year 2022/23, we completed 171 projects linked to climate change and invested £4.5 million whilst working with our contractors to install smart energy controls, low carbon heating, pollution prevention measures, solar panels in our properties throughout Scotland. The table below summarises the projects completed in the reporting period.

3.7.4 **Projects Completed in Financial Year 2022/23**

Improvement Measures	No of Locations
Installation of electric Vehicle Charging points	87
Heating Systems and Smart Controls	44
Solar PV	23
Retained Station Carbon Energy Upgrade	9
Heating Controls	8
Total	171

3.7.5 Over the past three financial years, the SFRS has invested over £10 million in projects which will assist the Services from addressing matters related to climate change.

	<u>20/21</u>	<u>21/22</u>	<u>22/23</u>	<u>Rolling Total to Date</u>
Investment in Financial Year	1,890,000	£3,716,549	£4,500,000	£10,106,549

- 3.7.6 As reported in the last Annual Procurement Report, the SFRS previously awarded contract for a zero-emissions fire appliance with the assistance of funding Transport Scotland and this innovative project is the first step in a journey to discover how we can potentially move away from fossil fuel powered appliances. The vehicle is currently with the station for vehicle familiarisation and driver training before being deployed operationally. The design and manufacturing of the appliance will fully comply with British Standards for firefighting and rescue service vehicles. The zero emissions appliance has the same capability and equipment as a diesel model, and it will be able to assist at emergencies. However, it is estimated that an electric appliance will reduce emissions by 66% compared with a diesel appliance.
- 3.7.7 Through continued investment in our light fleet and working with partner organisation, approximately 21% of SFRS light fleet is now full electric and the SFRS continues with the installation of vehicle charging infrastructure to support the change from fossil fuel.
- 3.7.8 The new Asset Resource Centre (ARC) West which opened recently, was designed to reduce greenhouse gas emissions from the building's performance and to maximise sustainability and energy efficiency. The SFRS is committed to supporting the Scottish Government's ambitions for a 70% reduction in emissions that can affect climate change by 2030. ARC West is designed to meet the Scottish Building Standards requirements by maximising passive solar gain through design orientation, selection of materials and enhanced building service to incorporate low carbon and energy-saving technologies.

Carbon Reducing Design and Technologies

Passive Solar Gain

The ARC building is building is oriented to make the best use of passive solar gain, with translucent roof panels and roof lights incorporated to allow natural light into the building.

Photovoltaics Rooftop Panels with Linked Battery Storage

The installation of 464 JA Solar Panels and 4 Solis Inverters has a PV generator output of 190.24 kWp, with the system yielding 154.000 kWh annually. As well as reducing CO₂ emissions by 72,818 kg a year.

Air Sourced Heat Pumps & Improved Existing Heat Network

Installation of a localised energy-efficient air source heat and cooling pump fitted to conserve energy.

EV Charging

The new facility has 5 new parking spaces with electric charging points in the public car park. To future proof the SFRS EV rollout, an electric charging infrastructure within the northern service yard and carpark for at least 25 vehicle charging points was installed.

The environmental impact of the new building facility will be considerably lower than the ageing buildings previously in use. The utilities cost (directly co-related to usage) for the new Centre is anticipated to be 39% of the combined cost of operating the existing facilities post-refurbishment.

Section 4 Community Benefits Summary

- 4.1 Section 18(2)(d) of the Procurement Reform (Scotland) Act 2014 states that it is mandatory for an annual procurement report to include “a summary of any community benefit requirements imposed as part of a regulated procurement that were fulfilled during the year covered by the report”.
- 4.2 Delivery of Community Benefits is a key aspect of the Scottish Government’s drive to achieve a range of national and local outcomes. Community benefit requirements are defined in the Procurement Reform (Scotland) Act 2014 as a contractual requirement imposed by a contracting authority relating to:
- i. training and recruitment
 - ii. availability of sub-contracting opportunities
 - iii. or which is otherwise intended to improve the economic, social or environmental wellbeing of the authority’s area in a way additional to the main purpose of the contract in which the requirement is included.
- 4.3 Section 25 of the Procurement Reform (Scotland) Act 2014 mandates that all contracting authorities “must consider whether to impose community benefit requirements as part of the procurement” when the estimated contract value is greater than or equal to £4,000,000. However, as stated in SFRS Standing Orders for the Regulation of Contracts, we aim to consider community benefit requirements in procurement exercises with a value greater than £1,000,000 where deemed relevant and within its procurement governance processes and procedures, the SFRS has embedded the requirement for community benefits to be considered where appropriate.
- 4.4 The SFRS Procurement Strategy clearly states the organisation’s commitment to the inclusion and consideration of Community Benefits in all relevant procurement activity.
- 4.5 The following key projects highlight SFRS continued commitment to deliver community benefits in relevant procurement activity.

4.6 **Hard FM**

Robertsons Facilities Management (RFM) were successful in being awarded the contract for Hard Facilities Management in financial year 2021/22 and have undertaken a significant number of specific community engagement activity which is detailed in Appendix C of this Report.

In the period since contract commencement, the profile of the contract has increased amongst SFRS and its stakeholders across the regions with teams in regular contact as RFM discuss how to best navigate community related 'asks', geographical reach, and resource available. These developments and discussions have led to a strategic partnership between the wider SFRS and Robertson Group which creates much greater resource and capacity for partnership work across the two organisations, benefiting community groups across the regions with productive partnership work emerging between both SFRS and RFM, community stakeholders and local authorities. Examples of the community engagement activity being delivered is detailed in Appendix C.

4.7 **Soft Facilities Management**

The SFRS Soft Facilities Management contract is delivered by Sodexo, who's produce at regular intervals the Social Impact Reports related to the delivery of the contract requirements. Highlights are detailed in Appendix C.

4.8 **West Asset Resource Centre**

The contract for the Design and construction of the West Asset Resource Centre was awarded to McLaughlin Harvey in February 2022 and the building was recently completed and is now in operation. A Project Bank account was used on the project with both sub-contractors and the main contractor signing up to its use. The PBA required payments made directly and simultaneously by SFRS to members of the construction supply chain involved in the Project and supports prompt payment which assist firms involved in construction projects with their cashflows, this has been particularly important over the reporting period when accounting for the impact of the global pandemic.

McLaughlin Harvey, made a number of commitments in relation to the delivery of Community Benefits through their Social Value model which creates added value for society across five areas:

- i. Building Futures
- ii. Good Employer
- iii. Shared Prosperity
- iv. Communities Matter
- v. Sustainably Green

These are fully detailed in Social Impact Report for the West ARC, with some of the highlights from the report detailed in Appendix C.

4.9 **Museum of Scottish Fire Heritage**

After undergoing a complete refurbishment, the Museum of Scottish Fire Heritage is open to the public. The museum charts the history of fire and rescue services in Scotland. Fire and rescue service artefacts dating back almost two hundred years can now be viewed at the new museum in Edinburgh. The Museum of Scottish Fire Heritage is a new attraction designed for people of all ages and interests. Visitors will be able to explore five themes within the museum, which brings a touch of modern technology and interactive displays to the experience. The museum is located at the site of McDonald Road Fire Station in the heart of Edinburgh. It also holds collections of well-preserved antique fire engines and historical uniforms worn by firefighters during significant fires in Scotland's history.

4.10 **Wireless Smoke Alarms**

We continue with contract provision for wireless smoke alarms to ensure that the SFRS can continue to provide wireless smoke alarm provision to high-risk households under The Housing (Scotland) Act 1987 (Tolerable Standard) (Extension of Criterion) Order 2019.

Meeting this requirement will assist the SFRS in meeting Scottish Government National Outcomes and ensure that the Service are leading on best practice for Home Fire Safety for high-risk groups within the UK.

4.11 **Fire Retardant Bedding**

Contract provision for Fire Retardant Bedding, which was awarded in the previous reporting period continues within the current reporting period. The Scottish Fire and Rescue Service (SFRS) continues to work closely with local communities and partners to identify those most at risk of unintentional harm within their home. Many of the most vulnerable members of our communities can have underlying health conditions, mobility issues or a dependency to drugs and/or alcohol, this impacting their judgement and lifestyle choices.

The SFRS is focussed on prevention activity to target those most at risk, to reduce fire casualties and fatalities, and support intervention activity designed to improve outcomes for our communities across Scotland. The supply of fire-retardant textiles can be an effective solution to reduce or mitigate the risk of careless or accidental disposal of smoking materials.

4.12 **Fair Work**

SFRS is an Accredited Living Wage employer and through its procurement activity, it continues to ensure that Fair Work provisions are included in relevant contracts, to the extent permitted by law. In the reporting period, eighteen contracts were awarded with fair work criteria.

4.13 **SFRS Donation for Ukraine**

As the conflict in the Ukraine continues, the SFRS continues to donate fleet items, equipment and PPE for deployment in Ukraine. Within the reporting period this included donations to the Scottish Emergency Rescue Association of the following:

2 eighteen tonne rescue pump appliances

1 Heavy Rescue Vehicle

126 Structural Firefighting Tunics

126 Firefighting Leggings

59 Firefighting Helmets

53 Pairs Firefighting gloves
46 Pairs firefighting boots
7 Hydraulic Rescue equipment
60 GP Lines
88 Gas tight suits

The following donations have also been made to Fire aid:

34 Hydraulic power packs
13 Hydraulic cutters
22 Hydraulic spreaders
40 Hydraulic rams
21 hydraulic rescue rams
8 hydraulic combi tools
2 Inflatable Rescue boats, outboard engines
26 Flood Suits donated to Fire Aid
104 Personal Floatation Devices donated to Fire Aid
42 Water Rescue Helmets donated to Fire Aid

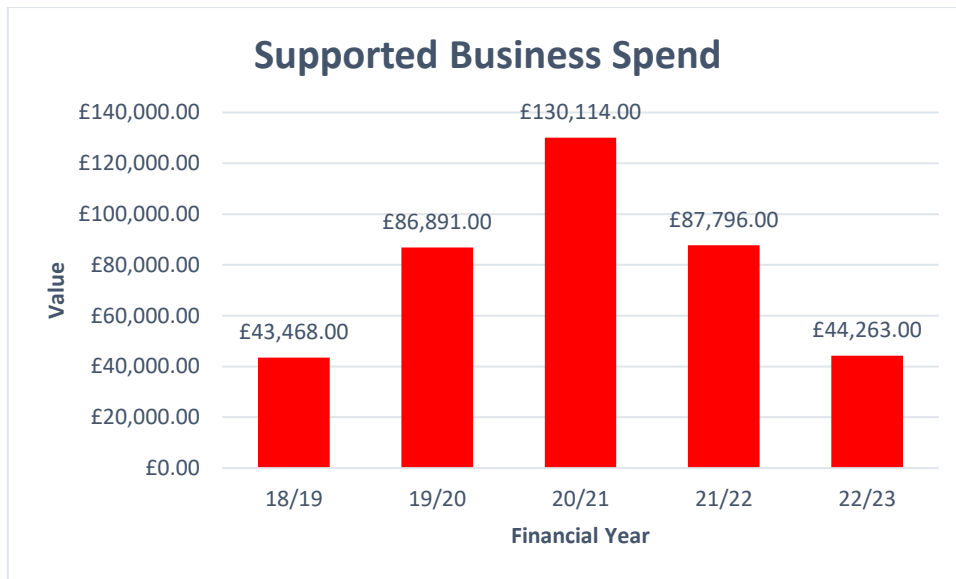
An example of how such vehicles, equipment and PPE which would normally have been discarded, have been utilised in a manner in which to extend their life cycle.

Section 5 Supported Business Summary

- 5.1 Section 18(2) (e) of the Procurement Reform Act requires organisations to include a “summary of any steps taken to facilitate the involvement of supported businesses in regulated procurement during the year covered by the report”.
- 5.2 A supported business is defined in Regulation 21 of The Public Contracts (Scotland) Regulations 2015 and 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.
- 5.3 SFRS recognise that the inclusion of Supported Business in SFRS procurement activity is a key aspect in delivering its Sustainable Procurement Duty and have a clear commitment to this contained within its Procurement Strategy.
- 5.4 One new contract for the Provision of Trauma Care Back Packs with a potential value of £47,520 was awarded during the reporting period to Ulster Supported Employment Limited.
- 5.5 Spend with supported business for the period 1st April 2021 to 31st March 2022 was as follows:

Supported Business	Value (£) Excl. VAT
Haven Products Limited	£16,845
Ulster Supported Business	£11,963
Lady Haig Poppy Factory	£7,906
City Building (contracts)	£4,341
Dovetail Enterprises	£3,208
Total	£44,263

- 5.6 The following tables highlights the consistency of spend with supported business over the past 4 years:



5.7 As reported in the previous reporting period, a contract was awarded to Scottish Prison Service Industries for the provision of Station Lockers Solutions. The SFRS spent approximately £5,500 (excl. VAT) on this contract in financial year 2022/23.

5.8 In the construction of the West asset Resource Centre, the contractor McLaughlin & Harvey engaged with a number of social enterprises who were awarded contracts to deliver packages of work on the project. The value of the contracts awarded was £14,000 in total. The firms used were:

Community Wood who are a nationwide social enterprise that provided a commercial waste wood collection service and who provides life changing training and employment opportunities for people, especially those from marginalised or disadvantaged backgrounds.

Scotland's Bravest Manufacturing Company who provided printing and signage. The company provides employment and training opportunities to members of the Armed Forces community and aims to support ex-service personnel who have been unemployed or are experiencing a disability or health condition.

Milk Café, a Glasgow based social enterprise aims to empower and support women from refugee and other migrant backgrounds, and to support victims of modern slavery.

Social Bite which aims to provide homes, jobs, food, and support to empower people to transform their own lives.

Section 6 Future Regulated Procurement

6.1 Section 18(2)(f) of the Procurement Reform (Scotland) Act 2014 states it is mandatory that an annual procurement report must include “a summary of the regulated procurements the authority expects to commence in the next two financial years.”

Regulated procurement reflects contracts over £50k in value for goods and services or over £2m in value for public Works (excluding VAT).

6.2 Future regulated procurements have been identified via the following means:

- Current contracts on the SFRS contracts register that will expire and need to be extended or re-let over the next three years.
- New procurements identified via future work plans provided by SFRS Directorates.
- New procurements identified via anticipated work plans for service transformation.
- Projects identified from Capital Programme approved by the Board of Scottish Fire and Rescue Service.

6.3 A full list of procurements which are anticipated to be carried out in the next three years is detailed in Appendix B.

6.4 Contracts which are worth less than the £50k or £2m thresholds are known as “Non-Regulated” procurement. We have included the latter for information to provide transparency of this area of expenditure.

6.5 This Section reflects the range of Goods, Service or Works contracts which, as at September 2023, the SFRS reasonably expects to tender either in 2023-24 or 2024-25. / 2025-26. Whilst SFRS can forward forecast and anticipate a number of contract renewals, the SFRS forward work programme in this Section 5 (both the number of Regulated procurement projects and the estimated £ value) is dynamic and subject to variation annually.

- 6.6 Emerging or changing business needs and availability of funding or capital to support investment activity also influence when projects may be progressed. In some cases, the SFRS has yet to take a decision whether to exercise an option to extend an existing contract or to retender. The decision- making process will include due consideration of the procurement route options (including collaborative government contracts) which the SFRS could take, and the duration of any new contract.
- 6.7 The appendix lists potential future Goods or Service contracts on the basis of the estimated annual value – this is on the basis that decisions about the duration of the forward contracts are generally confirmed closer to the date of any Contract Notice advertisement.

Section 7 Procurement Performance Analysis

7.1 Procurement Spend

7.1.1 Total non-salary spend for the reporting period (1st April 2022 – 31st March 2023) was approximately £103.38 million (exclusive of VAT) which can be broken down as follows:

Category of Spend	Value (£) Million
In-Scope Spend	91.67
Out of Scope Spend	11.10
Below £4,000	0.61
Total	103.38

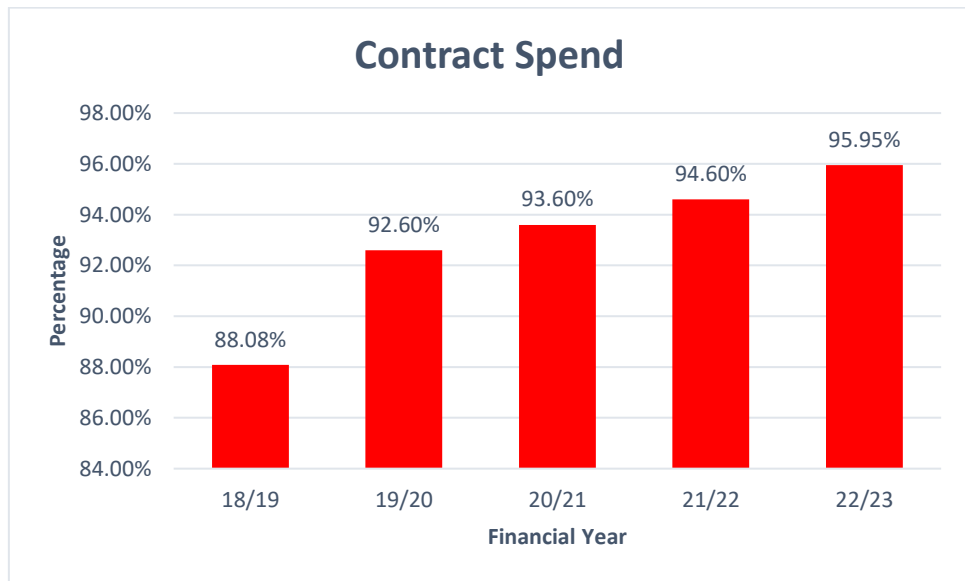
Notes:

- i. “Out of Scope” spend includes payments to local authorities, pension authorities, government bodies, etc.
- ii. “In-scope spend” is spend which the organisation can directly influence through the co-ordination and regulation of the SFRS procurement activity.
- iii. Below £4,000 spend amounted to £0.61million. This amount was excluded from the final analysis of spend as shown in the table in paragraph 7.1.2, as it was undertaken in accordance with relevant procurement guidance regarding below £4,000 spend.
- iv. Purchase Card spend of approximately £0.13million is included in the above total. This spend is monitored on a monthly cycle to ensure use is consistent with the Purchase Card Policy.

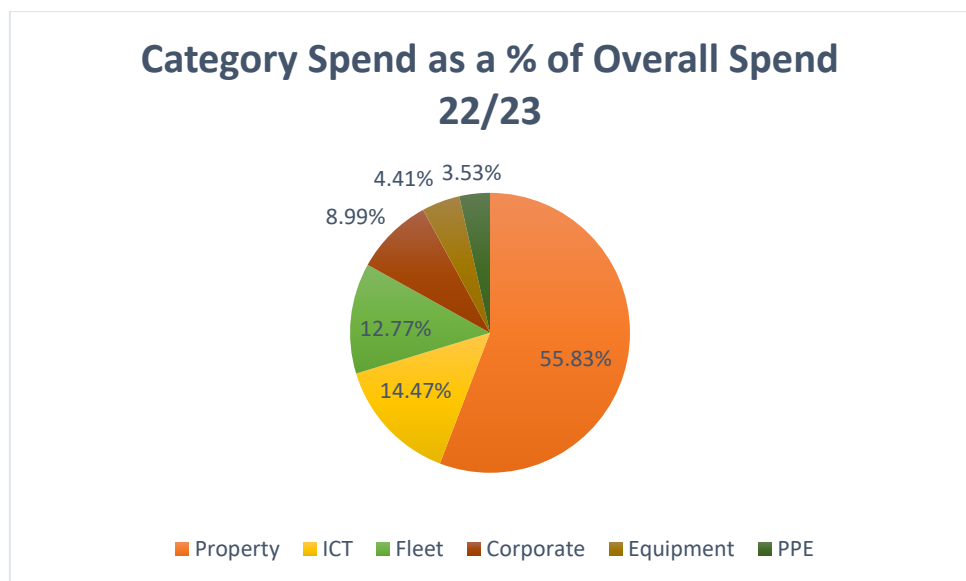
7.1.2 In-scope spend can be broken down as follows:

	1 st April 22 – 31 st March 2023		KPI Target
Category of Spend	Value (£) Million	%	
Contract Spend	87.96	95.95%	95.00%
Non- Contract	3.71	4.05%	
Total	91.67	100.00%	

Contract spend increased over the reporting period when compared with the previous reporting period as illustrated in the table below:

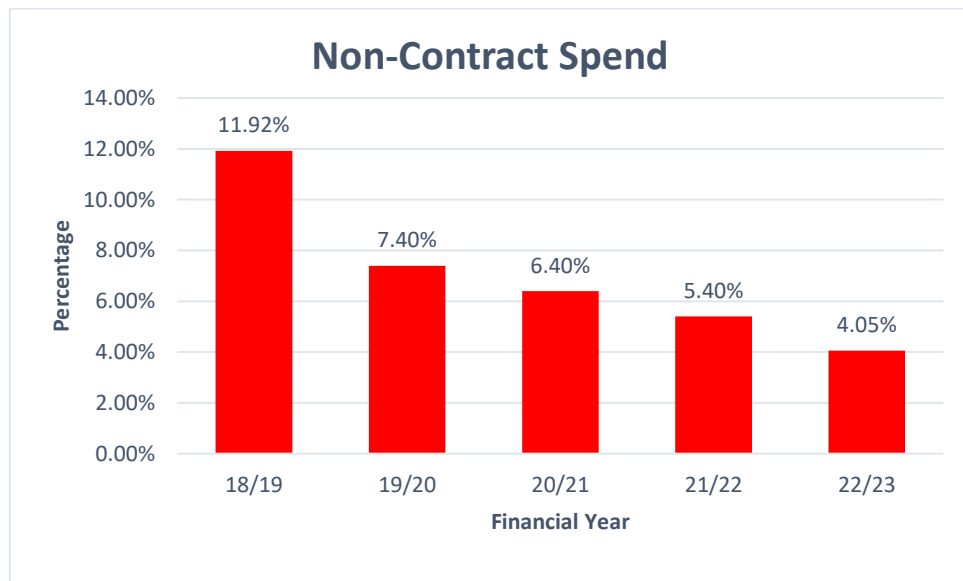


vi. The contract spend is split across categories as follows:



- ii. Non-contract spend continues to fall showing a reduction of £0.69million (15.68%) in the previous figure.
- i. The following table and chart highlights the reduction over the past 5 years in monetary and percentage terms.

Financial Year	18/19	19/20	20/21	21/22	22/23
Non-Contract	8.30m	5.50m	5.00m	4.40 m	3.71m

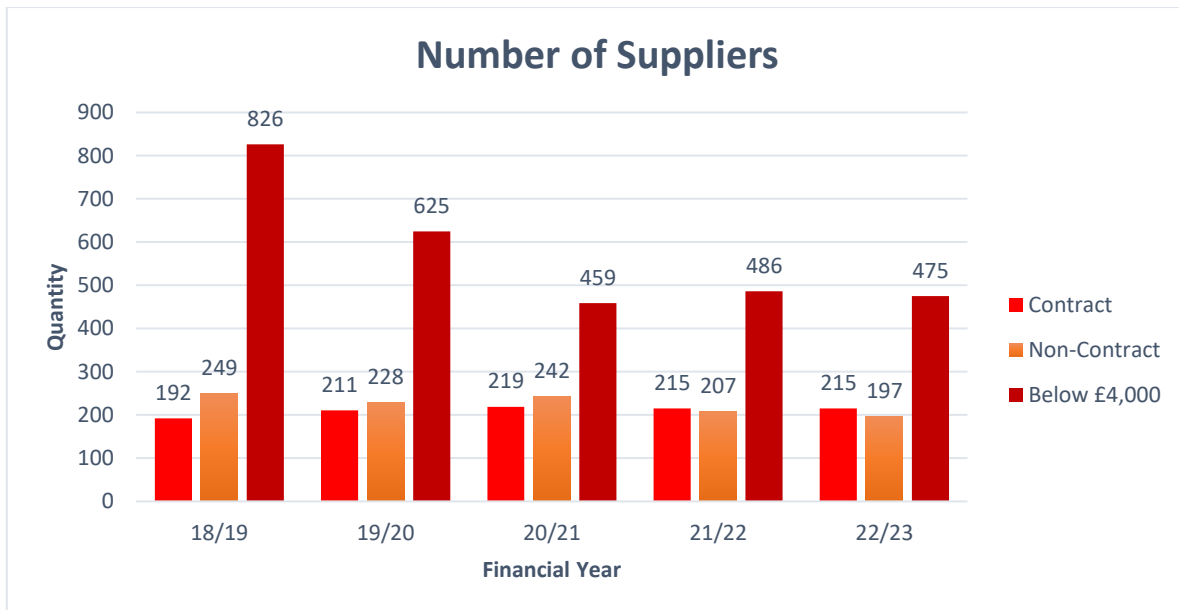


- ii. Appendix B details the projects that the SFRS anticipates will be progressing in financial years 2023-24 / 2024-25 / 2025-26 that will assist in the delivery of the Capital Programme and addressing remaining areas of non-contract spend where resources permit.

7.1.3 A total of 887 suppliers were used in the reporting period across the in-scope spend, which is broken down as follows.

Category	Numbers of Suppliers	KPI Target (Contract / Non-Contract)
Contract	215	600
Non-contract	197	Actual Figure: 412
Below £4,000	475	
Total	887	

7.1.4 Supplier numbers over the past 5 reporting periods (inclusive of the current reporting period) are shown in the table below:



7.1.5 Contract spend against the top 50 supplier's amounts to 90.11% of total contract spend.

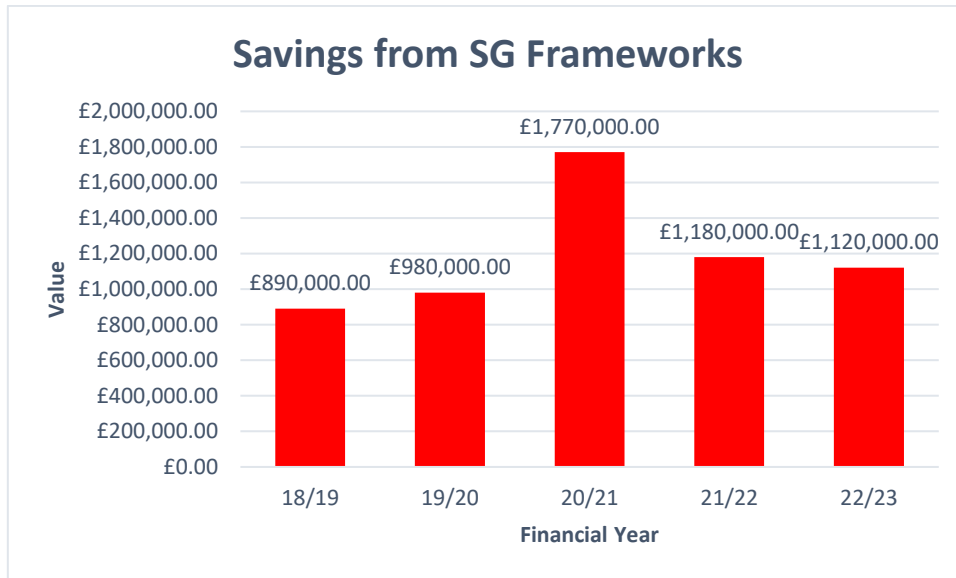
7.1.6 Below £4,000 spend increased slightly to £0.61million from £0.54million in the previous reporting period.

7.1.7 Below £4,000 continues to be analysed to see how best it can be undertaken in a manner which supports adherence to current procurement governance and support spend with local SMEs and other procurement initiatives linked to Local Community Wealth Building initiatives.

7.1.8 Approximately 73% of total contract spend was through collaborative contracts which represents a decrease of 12% on the previous year's figure. This is reflective of Hard Facilities Management contract no longer being classified as a collaborative contract and the spend being removed from collaborative contract total.

7.1.9 A total saving of £1.12million was achieved through the use of Scottish Government frameworks.

7.1.10 The table below illustrates the savings achieved through the use of such frameworks over the past 4 financial years:



7.2 Key Achievements

- 7.2.1 The primary focus for SFRS procurement activity in financial year 2022-23 has been to ensure the continuity of supply for key goods, services and works against the agreed workplan. This proved to be a challenge during the reporting period when due to resourcing issues, the Procurement team were operating at 70% capacity which impacted on the improvement actions that could be progressed by the team.
- 7.2.2 Thirty-seven regulated procurements with a potential value of £41.83million over the contract term were awarded during the reporting period.
- 7.2.3 Nineteen call-offs were made from frameworks with a value below £50,000 with an estimated potential value of £0.42million over the contract term were awarded during the reporting period.
- 7.2.4 Twenty-five quotations with an estimated potential value of £0.65 million over the contract term were awarded during the reporting period.
- 7.2.5 A significant reduction was achieved in the use of Non-Competitive Action (NCA) with the procurement team challenging their use. In the reporting period, they were used on 5 occasions, a reduction from 17 occasion in the previous reporting period. The value of the NCAs also fell from £0.23 million to £0.05 million, with their main use being in to ensure service provision in legacy command and control systems (4 out of the 5 occasions). The use of the NCA reflects the need to maintain “business as usual” in several key areas where due to operational and business needs there is limited / no scope for competition. The NCA processes followed the approval route as stated in the Standing Orders for the Regulation of Contracts.
- 7.2.6 Cash savings of £1.12million were delivered across all procurement activity.
- 7.2.7 Non-contract spend continues to be addressed with a 15.68% reduction in the previous year’s figure being delivered.
- 7.2.8 Significant community benefits were delivered across soft Facilities Management, Hard Facilities Management and the construction of the Asset Resource Centre West.as fully detailed earlier in this report.

7.2.9 Eighteen contracts were awarded where the contractor had a commitment to Fair work.

7.2.10 Actions related “Procurement Red Flag Action Plan, which was developed in response to the Audit Scotland Report for the Scottish Public Sector, were progressed with approximately 88% of actions now completed.

7.2.11 The contract awarded to Ulster Supported Employment Ltd for the Supply of Trauma Care Back Backs with a potential contract value of £47,520, highlighted continued commitment to Supported Business.

7.2.12 Collaboration opportunities continued to be maximised with partner organisations such as NFCC, Scottish Government, Scotland Excel, other Emergency Services and Crown Commercial Services to ensure the best use of SFRS resources.

7.2.13 Training support continued to be provided to the Procurement Team with financial support provided for the continuation of professional Chartered Institute of Procurement Institute training.

7.2.14 The following represent a sample of the Regulated Procurements awarded in the reporting period (full details are listed in Appendix A):

- Wildland Personal Protective Equipment
- Wildland Firefighting Vehicles
- Provision of Smoke Curtains
- Service, Maintenance and Repair of BA Compressors
- Supply of Disposable PPE
- Provision of Legionella Risk Assessment and Associated Services
- Provision of Digital Fireground Radios
- Provision of Thermal Image Cameras
- Leadership Skills Development Services

Section 8: Further Information

For further information on our annual report or any other information on the procurement work that we're doing in SFRS, please contact:

John Thomson

Acting Director of Finance and Procurement

john.thomson@firescotland.gov.uk

APPENDIX A (i) – REGULATED PROCUREMENTS

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
F4C-115-2223	Tyres, Glass and Fast Fit Solutions	Michelin (Trucktyre North), Goodyear, Charles Pugh/National Windscreens	Call Off from Framework	£1,500,000	1/4/22	31/3/26	31/3/26
F2A-133-2122	Provision of Medical Oxygen and Industrial Gases	BOC Limited	Call Off from Framework	£900,000	11/4/22	10/4/25	10/4/27
F3A-134-1920	Leadership Skills Development Services Framework	Assessment Services, Bazon, City of Glasgow College, Coaching Direct, Common Purpose UK, E Squared, Edinburgh College, Franklin Covey, Future Proof Learning, Know You More, Moren Solutions, Supportive Solutions, The Keil Centre, Woodward Safety, Health, and Environment	Open	£5,905,840	5/5/22	2/5/26	2/5/26
F1A-001-2223	Provision of Wildland Fire PPE	FlamePro Global Limited	Framework	£432,000	1/6/22	31/5/25	31/5/26
F2B-018-2223	Provision of Smoke Curtains	Vimpex Ltd	Framework	£250,000	21/6/22	20/6/25	20/6/26

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
F6A-009-2223	Provision of De-icing Salts for Winter Maintenance	J.C Peacock & Co Limited	Call Off from Framework	£200,000	11/7/22	10/7/25	9/7/26
T2C-051-2122	Provision of Servicing, Maintenance and Repair of Breathing Air Compressors; including Air Purity Testing	MB Air Systems Limited	Open	£1,426,537	1/10/22	30/9/26	30/9/26
F6A-007-2223	Provision of Office Furniture	Sharp Business Systems UK Plc	Framework	£500,000	8/8/22	7/8/25	6/8/26
F5A-129-2122	Provision of Mobile and Data Services	Vodafone Ltd	Call Off from Framework	£646,745	22/8/22	21/8/24	21/8/26
F2A-029-2223	Provision of Disposable PPE	Arco Ltd	Direct Award	£840,000	19/9/22	18/9/25	18/9/26
F2A-092-2122	Provision of Emergency Response Equipment Lot 1 Air Bags	Clan Tools & Plant Limited	Call Off from Framework	£1,250,000	10/11/22	10/10/25	10/10/26
F3A-057-2223	Provision of Smoke & Heat Detectors (Interlinked)	FireAngel Safety Technology Ltd	Cal off from Framework	£279,500	4/11/22	One-off - Upon Delivery	

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
NC1A-056-2223	Provision of Gas Tight Suits	Respirex International Limited	VEAT (Direct Award)	£204,600	2/12/22	1/12/23	12/1/24
F6A-005-2223	Provision of Legionella Risk Assessments & Associated Services	J&D Water Consultants Ltd	Cal off from Framework	£269,300	19/12/22	18/12/25	17/12/26
F5A-043-2223	Provision of Digital Fireground Radios	Radiocom Systems Ltd	Call off from Framework	£3,317,521	23/12/22	22/12/25	22/12/27
5A-045-2223	Maintaining Firefighter Mobilising Resilience	R3-lot Ltd	Exclusion (Excl)	£99,351	22/8/22	21/4/23	21/4/23
F2A-092-2122	Lot 1 Provision of Thermal Imaging Cameras	Terberg DTS Ltd	Call off from Framework	£456,775	23/12/22	22/12/25	22/12/26
V5A-089-2021	Rostering System Management Support And Maintenance	UKG/Ultimate Kronos Group	VEAT	£211,553	1/1/23	31/12/25	31/12/2025
F4C-140-2021	Wildfire Appliances	Ang loco Limited	Framework	£2,784,892	1/1/23	31/12/25	31/12/2025

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
F3A-038-2223	Provision of Web / iHub Redevelopment	Storm ID Limited	Call Off from DPA	£199,846	12/12/22	31/3/24	31/3/24
F5A-068-2223	Provision of Project Management Software	Softcat PLC	Framework	£205,595	17/1/23	16/1/26	16/1/26
F5A-078-2223	Provision of ArcGIS Enterprise Agreement	Esri UK	Call off from Framework	£208,065	1/4/23	31/3/26	31/3/26
F2A-015-2223	Provision of Engineering Inspection Services	British Engineering Services Limited	Call Off from Framework	£1,226,230	1/4/23	31/3/26	31/3/27
F5A-060-2223	Provision of Application Hosting Services	Amazon Web Services	Framework	£466,667	1/4/23	31/3/26	31/3/27
F4A-001-2122	Vehicle Telematics	EDC Systems T/A Questar UK Ltd	Call Off from Framework	£1,400,000	8/8/22	31/7/26	31/7/26
F4A-140-2122	Fleet Management Software	Civica (Tranman)	Call Off from Framework	£550,000	1/9/22	31/8/27	31/8/27

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
F3C-111-2122	Employee Benefits	Edenred	Call Off from Framework	£6,252,078.00	8/1/22	30/6/23	31/12/23
F5C-032-2223	Client-Side Partner Services	Moore Stephens Insights Ltd	Call Off from Framework	£681,390.00	1/9/22	31/3/23	31/3/25
F4C-052-2223	Line Rescue Vehicle/Light Pumping Appliance Chassis Cabs	Iveco Ltd supplied via AM Phillip Trucktech	Framework	£765,000.00	12/5/22	31/3/23	31/3/23
V5A-089-2021	On-Call Staff Rostering System	Gartan Technologies	VEAT	£400,000.00	4/1/23	31/3/27	31/3/27
Q3C-098-2223	Learning and Development Assessors and Internal Verifiers Services	Various: see individual awards below.	Framework	£110,000.00	4/1/23	31/3/23	31/12/23
3C-106-2223	NFSC Training for Operational Competence	National Fire Service College	VEAT	£166,093.00	23/12/22	31/3/23	31/3/23
3C-107-2223	NRAT Training for Operational Competence	National Resilience Assurance Team	VEAT	£28,322.00	23/12/22	31/3/23	31/3/23

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
F5A-039-2223	Provision of Microsoft Enterprise Agreement	Phoenix Software Ltd	Call Off from Framework	£6,371,655	1/4/23	31/3/26	31/3/26
F4C-009-2324	Liquid Fuels	Certas Energy t/a Scottish Fuels	Framework	£900,000	31/3/23	30/3/26	31/3/26
F4C-009-2325	Liquid Fuels	Highland Fuels	Framework	£115,000	31/3/23	30/3/26	1/4/26
F4C-131-2122	Provision of Lubricating Oils, Greases and Antifreeze	Fuchs Lubricants (UK) Plc	Call Off from Framework	£310,000	1/4/23	31/3/27	31/3/29
TOTAL: REGULATED PROCUREMENT				£41,830,556			

APPENDIX Aii – CALL-OFFS FROM FRAMEWORKS WITH VALUE BELOW £50,000

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
F5A-016-2223	Provision of Interim IT Staff Services	Lorien Resourcing Limited	Call Off from Framework	£32,821	13/6/22	30/9/22	30/9/22
F3A-134-1920 Call Off # 1	Three SMB EQI Assessments and Feedback Sessions	Coaching Direct	Call Off from Framework	£1,350	28/6/22	30/9/22	3/9/22
F5A-033-2223	Provision of Interim IT Staff	Lorien Resourcing Limited	Call Off from Framework	£17,850	4/8/22	30/9/22	30/9/22
F5A-035-2223	Provision of Johnstone Call Recording Software and Professional Services	CDW Ltd	Framework	£24,200	1/8/22	31/7/23	31/7/22
F5A-040-2223	Provision of Test Management & Reporting Tool	Softcat PLC	Call Off from Framework	£25,806	25/10/22	24/10/23	24/10/23
F5A-071-2223	Provision of Nessus Licences	Softcat PLC	Call off from Framework	£18,185	2/10/23	2/9/26	2/9/26
F5A-072-2223	Provision of Neurodiversity Enterprise Licences (Texthelp)	Softcat PLC	Call off from Framework	£45,120	20/3/23	19/3/26	19/3/26

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
F2A-092-2122	Lot 2 Provision of Intrinsically Safe Thermal Imaging Cameras	Rosenbauer UK Ltd	Call off from Framework	£41,917	23/12/22	22/12/25	22/12/26
F5A-065-2223	Provision of Interim I.T Staff Services	Lorien Resourcing	Framework	£13,300	19/12/22	31/3/23	31/3/23
Q3C-098-2223	Learning and Development Assessors and Internal Verifiers Services	Polaris Learning Limited (1st call off)	Framework	£7,200	4/1/23	31/3/23	31/12/23
Q3C-098-2223	Learning and Development Assessors and Internal Verifiers Services	Rewards Training (1st call off)	Framework	£7,632	4/1/23	31/3/23	31/12/23
Q3C-098-2223	Learning and Development Assessors and Internal Verifiers Services	Fife College (1st call off)	Framework	£21,750	4/1/23	31/3/23	31/12/23
Q3C-098-2223	Learning and Development Assessors and Internal Verifiers Services	West College Scotland (1st call off)	Framework	£5,370	4/1/23	31/3/23	31/12/23
F3C-102-2223	Provision of Interim Human Resources Adviser	Harvey Nash	Call Off from Framework	£11,400	1/9/23	31/3/23	31/03/23

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
F3C-112-2223	Public Consultation System	Delib Limited	Call Off from Framework	£39,980	11/2/23	10/2/26	10.2.27
Q3C-060-2223	PPFT Resourcing Interim Staff	Lorien Resourcing	Framework	£41,355	3/3/23	30/6/23	tbc
F3A-022-2223	Interim staff requirement	Harvey Nash	Framework	£17,260	31/5/22	30.11.22	tbc
F3A-042-2223	Provision of Standalone Smoke Detectors	Fireblitz Extinguishers Ltd	Framework	£42,000	25/8/22	Upon delivery	N/A
F3A-048-2223	Provision of Banking Services	Royal Bank of Scotland	Framework	£10,000	8/1/22	31/7/26	31/7/26
TOTAL: CALLOFF FROM FRAMEWORK BELOW £50,000				£424,496			

APPENDIX Aiii – QUOTES

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
Q3A-118-2122	Provision of Ad Hoc Courier Services	Eagle Couriers	Quotation	£49,999	1/4/22	31/3/25	31/3/25
Q2C-003-2223	Provision of GP Line Carry Bags	Speedings Ltd	Quotation	£43,250	6/6/22	1/9/22	1/9/22
Q2A-017-2223	Provision of Inner Cordon Tape	Cleaning & Wiping Supplies Ltd	Quotation	£11,886	20/6/22	19/6/25	19/6/26
Q5A-026-2223	Provision of Cyber Security Training	Cybersafe Ltd	Quotation	£42,240	31/7/22	30/7/23	30/7/23
Q3A-024-2223	Provision of Portfolio Office Set Up & Transformation	Wellington Limited	Quotation	£27,000	8/8/22	07/8/23	6/2/24
Q2A-049-2223	Provision of Trauma Care Back Packs	Ulster Supported Employment Ltd	Quotation	£47,520	14/9/22	13/9/25	13/9/26
Q5A-055-2223	Provision of OATH Tokens	Deepnet Security	Quotation	£9,599	25/10/22	24/10/21	24/10/21

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
Q5A-047-2223	Provision of LucidChart & LucidSpark Licences	Softcat PLC	Quotation	£15,858	29/9/22	28/9/23	28/9/23
Q3A-059-2223	Provision of Retirement Tally	Fire Services Fund Raising Shop	Quotation	£30,375	12/9/22	12/8/25	
Q2A-058-2223	Supply of Evacuation Boards	Kenwil Limited	Quotation	£3,750	20/12/22	One off purchase on completion of delivery	N/A
Q2A-064-2223	Provision of Short Sleeve Black Shirts	Hunter Apparel	Quotation	£57,254	12/1/23	31/3/23	31/3/23
Q2A-075-2223	Provision of Sharp End Protection Sets	Speeding's Limited	Quotation	£44,064	16/2/23	15/2/25	15/2/25
Q5A-070-2223	Provision of Penetration Testing Services	Claranet Limited	Quotation	£46,800	16/2/23	15/2/26	15/2/26
Q5A-074-2223	Provision of Test Equipment Kits	MCS Test Equipment T/A Test Equity	Quotation	£42,473	20/2/23	19/2/24	19/2/24

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
Q3C-028-2223	Large Animal Rescue Training Services	British Animal Rescue and Trauma Care Association (BARTA)	Quotation	£30,000	10/12/22	30/4/23	30/4/23
Q3C-091-2223	Provision of Foundation Improvement Skills Course	Cardiff University	Quotation	£16,500	21/11/22	20/11/23	20/11/25
Q3C-034-2223	Provision of Catering for Dumfries Training Courses	Caterplus Catering	Quotation	£51,000	11/7/22	11/6/26	11/6/26
Q3C-108-2223	Provision of Community Engagement Medical Equipment	SP Services (UK) Ltd	Quotation	£5,665	28/2/23	31/3/23	31/3/23
Q5A-081-2223	Provision of Adobe Bundle	Insight Direct UK Limited	Quotation	£11,988	13/4/23	12/4/23	12/4/24
Q5A-085-2223	Provision of Squared Up	Softcat PLC	Quotation	£10,166	16/4/23	15/4/24	15/4/24
NC3C-111-2223	Training to Level 4 Diploma in Biomechanics Training (CIMSPA)	Biomechanics Education Ltd	Quotation	£7,229	1/4/23	31/3/25	31/3/25

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
Q3C-056-2223	Provision of Fitness Qualification Training	Study Active Limited	Quotation	£3,993	8/3/23	7/3/24	7/3/24
Q2A-076-2223	Provision of Rank Markings for Structural Firefighting Tunics	Intramark Limited	Quotation	£11,715	29/3/23	28/3/26	28/3/2027
Q3C-020-2223	Nilo Conference Facilities	MacDonald Crutherland House	Quote	£4,800	Event Date	After Event	n/a
Q5A-073-2223	Technical Advisors	Actica Consulting	Quote	£27,190	3/1/23	on award of NMS	tbc
TOTAL: QUOTES				£652,314			

APPENDIX Aiv – NON-COMPETITIVE ACTIONS

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
NC5C-116-2122	Provision of Edinburgh OC Voice Recorder Support	Red Box Recorders	NCA	£4,126	1/4/22	5/4/22	4/4/23
NC2A-051-2223	Provision of Chemline Services	Respirex	NCA	£16,000	10/5/22	4/1/22	4/1/23
NC5A-086-2223	Provision of Maintenance Cover for the Main Telephony Switch at Edinburgh OC	Getronics	NCA	£20,213	23/3/23	1/4/23	31/3/24
NC5A-087-2223	Provision of Maintenance Cover for Voice Recorder Support at Edinburgh OC	Red Box Recorders	NCA	£4,333	23/3/23	4/5/23	4/4/24
NC3C-103-2223	Royal Yachting Association VHF Radio Training Materials and Certification	Royal Yachting Association	NCA	£15,000	13/12/22	13/12/22	5/12/24
TOTAL: NON-COMPETITIVE ACTIONS				£59,672			

APPENDIX Av – WORKS CONTRACTS WITH VALUE BELOW £2,000,000

Reference	Contract	Supplier	Procedure	Total Contract Value	Contract Start Date	Contract Expiry Date	Contract Expiry Date (inclusive of any extensions)
	Inverness Phase 2	Morgan Sindall	Non-Regulated Procurement	£1,600.000	2/12/221	TBC	TBC

APPENDIX B – FUTURE REGULATED PROCUREMENT

FINANCIAL YEAR 2023/24

Category	Contract / Subject Matter	New / Relet	Expected Contract Notice Date	Expected Award Date	Expected Start Date	Estimated Contract Value (£)
ICT	New Mobilising System (NMS)	Relet	Oct 2023	Feb 2023	Mar 2023	£34,000,000
ICT	CCMS Existing Systems (SSS)	Relet	May 2023	May 2023	May 2023	£850,000.00
ICT	CCMS Existing Systems (NEC) (Call Touch)	Relet	Sept 2023	Sept 2023	Sept 2023	£70,000.00
ICT	CCMS Existing Systems (Motorola)	Relet	June 2023	June 2023	June 2023	£1,270,000.00
ICT	In-Vehicle System (Software)	New	Oct 2023	Feb 2023	Feb 2023	TBC
ICT	In-Vehicle System (Tablets)	New	Sep 2023	Sep 2023	Sep 2023	£2,000,000.00
ICT	ESMCP MDT Vehicle Conversions	New	Oct 2023	Jan 2024	Jan 2024	£936,000.00
ICT	ESMCP MDT Accessories	New	Oct 2023	Jan 2024	Jan 2024	TBC
ICT	Enterprise MAX Loadbalancers Tech Support	Relet	TBC	TBC	TBC	TBC
ICT	Provision of Autodesk Support	Relet	July 2023	July 2023	August 2023	£30,000.00
ICT	ShareGate License - Desktop 5 users	Relet	TBC	TBC	TBC	
ICT	Squared Up for SCOM V3 Enterprise 1 Year	Relet	March 2024	April 2024	April 2024	£10,000.00
ICT	ManageEngine ADManager Plus Prof. & ADSelf-Service	Relet	TBC	TBC	TBC	TBC
ICT	Multi-Functional Devices	Relet	Oct 2023	Jan 2024	Mar 2024	£1,000,000.00
ICT	SIP Trunking	Relet	TBC	TBC	TBC	TBC
ICT	Professional Services	Relet	Oct 2023	Jan 2024	Jan 2024	£250,000.00
ICT	CISCO ELA	Relet	Oct 2023	Dec 2023	Dec 2023	£400,000.00

FINANCIAL YEAR 2023/24

Category	Contract / Subject Matter	New / Relet	Expected Contract Notice Date	Expected Award Date	Expected Start Date	Estimated Contract Value (£)
ICT	Egress Licences	Relet	Mar 2024	Jun 2024	Jun 2024	£130,000.00
ICT	Server Maintenance	Relet	N/A	Jun 2023	Jun 2023	£200,000.00
ICT	Boomi	Relet	Nov 2023	Dec 2023	Apr 2024	TBC
ICT	Fireground Radio Maintenance	Relet	Oct 2023	Jan 2024	Jan 2024	£150,000.00
ICT	Lucid Chart Licences	Relet	N/A	Sep 2023	Sep 2023	£16,000.00
Finance	Insurance Portfolio	Relet	Oct 2023	Jan 2024	Apr 2024	TBC
Finance	Internal Audit Services	Relet	Nov 2023	Mar 2024	Mar 2024	£350,000.00
Finance	LGPS Consolidation	New	Aug 2023	Nov 2023	Jan 2024	Subject to no. Of employees
Service Delivery	Skills for Justice Level 2	Relet	Dec 2023	February 2024	Mar 2024	£40,000.00
Service Delivery	Service Delivery Modelling Programme	Relet	Oct 2023	Jan 2024	Jan 2024	£100,000.00
Fleet	Heavy Adaptable Pumping Appliances (18 Tonnes)	Relet	Nov 2023	Feb 2024	Mar 2024	£15,000,000
Fleet	Light Pumping Appliances	New	Oct 2023	Jan 2024	Jan 2024	£2,900,000
Fleet	Rope Rescue Appliances	New	Sep 2023	Dec 2023	Jan 2024	£375,000
Corporate, People, Finance, and Training, Safety and Assurance	People, Payroll, Finance, and Training System Services	New	Oct 2023	Feb 2024	Jan 2024	£8,859,7596, Further potential collaborative spend yet to be confirmed.

FINANCIAL YEAR 2023/24

Category	Contract / Subject Matter	New / Relet	Expected Contract Notice Date	Expected Award Date	Expected Start Date	Estimated Contract Value (£)
Service Delivery/Operations	Rostering System Services	Relet	Sep 2023	Jan 2024	Jan 2024	£5,000,000
Fleet	Vehicle Spares and Workshop Consumables	Relet	Oct 2023	Feb 2024	Feb 2024	£2,000,000
People (Health and Wellbeing)	Asbestos Medicals	New	Oct 2023	Jan 2024	Jan 2024	£2,000,000
Corporate Training, Safety and Assurance	Training for Operational Competence	New	Nov 2023	Mar 2024	Mar 2024	£1,200,000
Fleet	Fuel Cards	Relet	Dec 2023	Mar 2024	Apr 2024	£5,500,000
Fleet	Workshop Equipment Maintenance and Calibration	Relet	Jan 2024	May 2024	May 2024	£200,000
Fleet	Vehicle Journey Logbooks	Relet	Mar 2024	July 2024	July 2024	£4,000
Fleet	Vehicle Daily Walk Around Checks Books	Relet	Mar 2024	July 2024	July 2024	£8,000
Corporate People	Staff Benefits	Relet	Nov 2023	Jan 2024	Jan 2024	£6,250,000
Corporate Health and Wellbeing	Physiotherapy	New	Sep 2023	Oct 2023	Oct 2023	£50,000
Corporate Health and Wellbeing	Calibration Services	New	Sep 2023	Oct 2023	Oct 2023	£50,000
PPE & Equipment	Ladders	Relet		Nov 2023	Dec 2023	£250,000
PPE & Equipment	Fire Fighting Foam	New	Framework call off	Dec 2023	Jan 2023	TBC
PPE & Equipment	Chemline Services	Relet	TBC	TBC	TBC	TBC
PPE & Equipment	Water Rescue PPE		TBC	TBC	TBC	TBC

FINANCIAL YEAR 2024/25

Category	Contract / Subject Matter	New / Relet	Expected Contract Notice Date	Expected Award Date	Expected Start Date	Estimated Contract Value (£)
ICT	Celestix Standard Support	Relet	Oct 2024	Jan 2025	Feb 2025	£80,000.00
ICT	EISEC Service	Relet	Mar 2024	Jun 2024	Jul 2024	£70,000.00
Service Delivery	Fire Retardant Textiles	Relet	Dec 2024	Feb 2025	Mar 2025	£600,000.00
Service Delivery	Smoke, Heat and CO Detection	Relet	May 2024	Oct 2024	Nov 2024	£1,400,000.00
Service Delivery	Skills for Justice Level 5	Relet	Feb 2024	July 2024	Aug 2024	£90,000.00
Service Delivery	Protection Officers Training	Relet	Nov 2024	Jan 2025	Feb 2025	£340,000.00
Fleet	Telehandlers	New	April 2024	Aug 2024	June 2024	£250,000
Fleet	Incident Command Units	New	May 2024	Sep 2024	Sep 2024	£500,000
Fleet	Water Tankers	New	Jun 2024	Oct 2024	Oct 2024	£500,000
Corporate Training Safety and Assurance	Timber of Carbonaceous Fire Training Unit	Relet	Sep 2024	Dec 2024	Jan 2025	£650,000
Fleet	Vehicle Hire Services	Relet	Apr 2024	Aug 2024	Sep 2024	£150,000
Corporate Training Safety and Assurance	End of Life Vehicles	Relet	Aug 2024	Jan 2025	Feb 2025	£150,000
Fleet	Fuel Management System	Relet	Apr 2024	Jul 2024	Aug 2024	£35,000
Corporate Health and Wellbeing	Occupational Health Services	Relet	Jun 2024	Oct 2024	Nov 2024	£300,000
Corporate Health and Wellbeing	Driver Medicals	New	Jun 2024	Oct 2024	Nov 2024	£300,000

FINANCIAL YEAR 2024/25

Category	Contract / Subject Matter	New / Relet	Expected Contract Notice Date	Expected Award Date	Expected Start Date	Estimated Contract Value (£)
Corporate Health and Wellbeing	Employee Assistance Counselling Services	Relet	Jul 2024	Dec 2024	Jan 2025	£60,000
PPE & Equipment	Safe Working at Heights	Relet	TBC	TBC	TBC	TBC
Property	Soft FM	Relet	TBC	TBC	TBC	TBC
PPE & Equipment	Structural Fire Kit	Relet	TBC	TBC	TBC	TBC
PPE & Equipment	Self-Contained Breathing Apparatus	Relet	TBC	TBC	TBC	TBC
PPE & Equipment	Provision of Small Tools	Relet	TBC	TBC	TBC	TBC
PPE & Equipment	Provision of Ceremonial Uniform	Relet	TBC	TBC	TBC	TBC
PPE & Equipment	Powered Rescue Equipment	Relet	TBC	TBC	TBC	TBC
PPE & Equipment	Light Portable Pumps	Relet	TBC	TBC	TBC	TBC
PPE & Equipment	Radiation Protection Services	Relet	TBC	TBC	TBC	TBC
PPE & Equipment	Supply of Bottled Water	Relet	TBC	TBC	TBC	TBC
PPE & Equipment	Right Angled Torches	Relet	TBC	TBC	TBC	TBC
PPE & Equipment	Cleaning Material	Relet	TBC	TBC	TBC	TBC
PPE & Equipment	Medical Supplies	Relet	TBC	TBC	TBC	TBC

FINANCIAL YEAR 2025/26

Category	Contract / Subject Matter	New / Relet	Expected Contract Notice Date	Expected Award Date	Expected Start Date	Estimated Contract Value (£)
ICT	Nintex Enterprise Edition	Relet	Jul 2025	Dec 2025	Jan 2026	£600,000.00
ICT	Gazetteer Support	Relet	Nov 2024	Feb 2025	Mar 2025	£350,000.00
ICT	Pluralsight	Relet	Nov 2024	Feb 2025	Feb 2025	£30,000.00
ICT	Microsoft EA	Relet	Nov 2025	Feb 2026	Mar 2026	£6,500,000.00
Service Development	Public Consultation System	Relet	Oct 2025	Jan 2026	Feb 2026	£40,000.00
Corporate Training Safety and Assurance	Bulk Calcium Hydroxide	Relet	Apr 2025	Jul 2025	Aug 2025	£7000
Corporate Health and Wellbeing	Post Incident Services	Relet	Jun 2025	Dec 2025	Jan 2026	£700,000
Corporate Health and Wellbeing	Ill Health Retiral/IQMP Services	Relet	Aug 2025	Feb 2026	Mar 2026	TBC
Fleet	Tyres, Glass and Fast Fit Solutions	Relet	Oct 2025	Mar 2026	Apr 2026	£1,750,000
Fleet	Vehicle Telematics	Relet	Feb 2026	Jun 2026	Jul 2026	£1,750,000
Fleet	Liquid Fuels	Relet	Jan 2026	Mar 2026	Apr 2026	£2,000,000
PPE & Equipment	Fire Fighting Hose	Relet	June 2025	Nov 2025	Dec 2025	£200,000

Appendix C – Community Benefits Breakdown

A: Contract: Hard Facilities Management

Contractor: Robertsons Facilities Management (RFM)

- In conjunction with Robertson construction colleagues, RFM have sourced and donated a site cabin to SFRS at Methil for their Youth Volunteer Scheme (YVS). This will replace the sub-standard and unsuitable space that was previously used. Work will continue with the previously described donated site cabin for Methil YVS, including support with ongoing maintenance, partnership work with SFRS and the local authority to identify additional client groups / associated funding to build a real community hub. Community Impact will offer interventions such as employability, health & wellbeing to these groups and the Young Volunteer Scheme.
- Delivered several employability & pathways sessions with young people referred from a variety of sources, including schools and training providers.
- Continue to support the charity CARDS / Rowan Alba weekly with outreach and befriending sessions to vulnerable, isolated clients.
- Continue to support the charity Sunny Govan Radio & Community Development with various activities.
- Ongoing mentoring for an Edinburgh school pupil for the Career Ready programme
- Two of Robertsons mobile engineers supported the Instant Neighbour Christmas campaign in Aberdeen, supporting deprived residents.
- Robertsons mobile tradesperson in Clackmannanshire continues to support Alva Community Resilience team as part of his role with general maintenance duties.
- RFM Glasgow team responded to a request from Maryhill fire station and erected an external public sign.
- Supported the eleven young people for the YVS at Stranraer fire station with group and 1-2-1 sessions around employability and skills.
- Fife Mobile Tradesperson continues to represent the partnership via volunteering in various contexts for the community facility and sports outfit Howe of Fife.
- Continue to support the Supplier Development Programme initiative and took part in annual 'Meet the Buyer, North' event in Elgin, September 2022.
- RFM supported a community health walk with colleagues from Aberchirder Fire Station, helping both organisations connect with the rural community, many of whom are older and isolated.

- Donation of timber waste to Cumbernauld Fire Station to use as part of their community garden project at the rear of the station. FM to sourced transportation and delivery.
- Working with our Supply chain donation of £1000.00 to Harris local team, 2 Holiday homes auctioned over 6 weeks raising over £27,000.00 for cancer charities.
- 2no holiday home offered for respite to Beatson, Scotland Street soccer.
- The community garden and beekeeping projects at Motherwell and Clydebank stations continue to make progress. Both local authorities have agreed to work with SFRS and RFM Community Impact, identify target groups and funding streams. Roles, responsibilities, and time frames have been established.
- Two resident visits (Fife area) have been booked to assess the suitability of the electrical points in their houses following a request from the LALO for the area and a request is in process to fit a Dumfries resident's smoke alarms.
- RFM supported a community fundraising event at Fraserburgh Cricket Club.
- RFM are seeking to become sponsors Howe of Fife Rugby Club, which operates as a community hub, including teams for older players, women and those with disabilities.
- RFM West region customer service team raised cash, bought and donated school uniforms to the Glasgow Pre-Loved Uniforms charity.
- RFM continue to support a wellbeing scheme for a charity working with clients who are persistent drinkers and isolated; this includes befriending, outreach and digital inclusion. Attended a volunteer recruitment event for the charity, promoting industry partnerships [images available from event with client].
- Working with a charity / community radio station in a deprived area of Glasgow which supports various disadvantaged groups. C.I.A. has supported fundraising, employability and presents a live show which promotes the RFM/SFRS collaboration with community assets.
- Work with young people continues, including employability / pathways sessions for a small group of disengaged pupils at Forrester High School, Edinburgh and ongoing support for the Career Ready programme in the form of mentoring a young person for 12 months.
- Fundraising continues for a Multiple Sclerosis charity in the form of running, climbing, cycling, team building events and other fundraising activities in the North region.
- Two Fire Stations (West region) have discussed community wellbeing gardens and beekeeping areas with RFM Community Impact and are now at the stage of local authority involvement and input. A joined-up approach will enable all interested parties to draw up an engagement / development plan.
- The North region team donated to the joint SCAA (Scottish Charity Air Ambulance) / SFRS Family support Trust Fundraiser.

Hard Facilities Management Case Study 1:

Dumfries and Galloway Region Partnership & Community Work, Nov. 2022

This example highlights several aspects of the community benefits aspect of the partnership with RFM, including the importance of communication and awareness, discussing new ideas – what is or isn't possible, wider collaboration with Robertson Group (built environment), community assets, and offering SFRS various skill sets such as youth work, employability and mobile trade.

The Community Impact Advisor (C.I.A.) for RFM attended a management (L.A.L.O.) meeting for West region, discussed the community impact aspect of the Property Services contract and offered examples of how it might look in practice. Following the meeting the L.A.L.O. for Dumfries & Galloway got in touch and options were discussed, resulting in the following activities being planned as part of a two-day visit to the area:

- Fitted smoke alarms for an elderly resident in Stranraer following a request.
- During the D & G visit the Community Impact Advisor met some of the teams at the stations to raise awareness of the Property Services contract and supported a Youth Volunteer Scheme session in the evening at Stranraer fire station, comprising of an employability, pathways and wellbeing presentation, group discussions, followed by a 1-2-1 drop in. CV templates have been issued to the group as a follow up exercise.
- A visit to Dalbeattie fire station took place to assess some proposals to improve the appearance of a memorial garden dedicated to a deceased colleague. RFM agreed that fencing, shrubbery, plants and other sundry items were required, contacted RFM leadership who duly agreed to support this financially. Subsequently the goods were sourced, bought and are now in place which provides an eye-catching feature for the passing public and station visitors.
- The Community Impact Advisor and L.A.L.O. also visited a respite facility run by the Firefighters' Charity in Portpatrick. When the property is not in use by recuperating SFRS colleagues, it is used by the general public. Following the visit, a discussion took place with the Contract Manager, and it was agreed that RFM would conduct small free of charge repairs / small works as and when required as part of our partnership and community benefit commitment. The wider Robertson Group (Construction & built environment) for the area have been made aware of this asset too, potentially to offer further support or trades.

'Thank you for providing career ideas and opportunities for our eleven youth Volunteers that attended your informative session last wed 23rd Nov for 3 hours, the engagement session as a part of Robertsons facilities management was very well accepted by all in attendance. We would also like to take up in the offer of producing CVs for the YVS over the next year and with the possible potential offering of work experience placements within your company. I would also like to thank you for your kind contribution towards our community garden at Dalbeattie Fire Station. I will send on photos of the fence and plants once in place.' **Tony Reid, Watch Commander, Stranraer, November 2002**

Hard Facilities Management Case Study 2:

Supporting Community Stakeholders

L'Arche is a well-known provider of services for people with learning disabilities, whether this be supported living, shared living or everyday activities. Across 11 UK locations they currently support 258 clients via paid and voluntary input. The L'Arche site in Inverness has a day centre for adults with severe learning difficulties and a permanent residence for those who have no family support. The facility is known to one of the contract Manager for RFM Northern Region who was approached for some initial ideas around ground maintenance.

L'Arche and one of their stakeholders, "Lifescan", had identified some health, safety and presentation issues regarding the grounds of their Inverness campus and were seeking direction around how to make students, residents, staff and visitors safer, as well as making the area to be more attractive to service users, staff, visitors and the wider public

RFM assessed the location and assembled a team to support and deliver the request as an RFM / Lifescan partnership. Following a site visit, the works were agreed with the L'Arche team in order that they could notify all staff, clients and visitors of the works.

The works included sifting out waste materials that had been building up for several years and removing this and placing into the Lifescan waste stream for recycling, reuse and waste. There existed a makeshift stepped access to a lawn which presented a trip hazard, which was levelled to a slope for ease of access. The area around the residential part of the campus was unsightly and overgrown and this was tidied, weeded and a weed membrane fitted, and

bark chips were placed to make the area around the building tidier. £200 of equipment was also donated as a legacy gesture.

RFM support of L'Arche is part of a wider commitment to serve the communities RFM work in and follows on from the successful partnership working with the SFRS following the award of contract relating to Hard Facilities Management.

B. Contract: Soft Facilities Management

Contractor: Sodexo

The SFRS Soft Facilities Management contract is delivered by Sodexo, who's Social Impact Report for the reporting period highlights the following:

People

Sodexo provide clear opportunities for their colleagues, providing apprenticeship opportunities, training and mentoring.

Food

Through the use of WasteWatchbyLeanPath, the food waste prevention impact in the past year across the 3 SFRS catering sites is equivalent to avoiding emissions from six metric tons of CO₂.

Plant based foods feature each week at least twice in the menus provided and around 1 hours' worth of training on Sodexo's "Appetite for Action", a strategy for reducing food waste and carbon emissions in food services has been completed by all Sodexo catering colleagues.

Two chefs have entered the Sustainable Chef Challenge within the reporting period where each chef submits two dishes that incorporate a food waste element and explain why sustainable cooking is important to them.

Targeted Recruitment

90% of employees live less than 20 miles from their permanent place of work.

Volunteering Hours

23 hours provided in support at various community groups and locations.

Community Garden

100+ hours donated in support of the community garden. Food produced here then finds its way onto the lunch plates at Cambuslang Headquarters.

Fundraising

Over £1.3k worth of monies have been raised and donated to various charities including SFRS Kingsway Christmas appeal.

Furniture Donations

Housing projects, schools, homeless shelters, Men's hub have all benefitted from furniture donated from SFRS sites.

Working with SFRS

Donating time and equipment for fire station open weekends, including car wash fundraisers.

Local Producers

41% of produce sourced from local producers in Scotland.

Packaging

Sodexo are actively working on reducing packaging for goods being delivered to sites with less plastic wrap and less use of multiple packaging materials.

Fairtrade

£2,000 was spent on Fairtrade products.

Electric Vehicles

Sodexo electric vehicle in contract has made CO2 equivalent savings of 0.83 tons in the 6 months it has been used.

Sustainable Products / Reporting

Service providers are working with us to create sustainable products and reporting, examples have included ABS trial and PHS reporting.

Mentoring in the Community

Sodexo's involvement in Chapter One (formerly TutorMate) which is a flagship educational programme from Innovation for Learning UK which supports children in

disadvantaged areas across the UK, has been extended to support children in Glasgow. Chapter One sees colleagues providing valuable reading support to school children aged between 5 and 7 years old. Volunteers spend 30 minutes or more a week with their allocated pupil via an online platform which allows the child to practice their reading.

C. Contract: West Asset Resource Centre

Contractor: McLaughlin Harvey

Community Benefits were delivered across five areas as summarised below and which are fully detailed in the Social Impact Report for the West Asset Resource Centre (ARC)

In addition, McLaughlin Harvey, made a number of commitments in relation to the delivery of Community Benefits through their Social Value model which creates added value for society across five areas:

- i. Building Futures
- ii. Good Employer
- iii. Shared Prosperity
- iv. Communities Matter
- v. Sustainably Green

These are fully detailed in Social Impact Report for the West ARC, with some of the highlights from the report listed below:

BUILDING FUTURES

Social Impact	Detail
<p>Successful Career Pathways</p>	<p>Through the construction delivery of SFRS’s Asset Resource Centre and working within the local community, McLaughlin & Harvey collaborated with eight education and training providers to deliver meaningful work experience, traineeships and job opportunities, helping to tackle local poverty and inequality. This included three work placements and Fourteen placements’ apprentices and training.</p>

<p>Support Educational Attainment that addresses skills gaps</p>	<p>In partnership with Developing the Young Workforce (DYW), the Trainee Site Manager for the project delivered three careers' workshops to twenty-five students at Carluke High School about the various career opportunities in construction and the built environment. McLaughlin & Harvey STEM Ambassadors engaged with over 50 Trinity High School students and their parents/guardians' providing information on the different routes into construction in preparation for Apprenticeship Week</p>
<p>Create new skills and training opportunities</p>	<p>On this project, Mclaughlin & Harvey hosted three work experience placements for students from local schools Trinity High and Cathkin High. The students were 'buddied' with a Trainee Quantity Surveyor, who introduced some practical examples of a Quantity Surveyors' responsibilities and provided a valuable insight into the project, including a project overview and the importance of team working. The students also benefitted from the trainee QS sharing both their University and on-site experience, resulting in a greater understanding of construction activities and a Quantity Surveyor's role.</p> <p>One week work experience placement for a local student who showed a keen interest in a joiner apprenticeship The student was mentored by highly qualified and experienced site team and shadowed the site's engineering and joinery team.</p>
<p>Create employment and training opportunities for people in industries with known skills shortage</p>	<p>21 weeks work experience for a Foundation Apprentice in Civil Engineering. A student from Glasgow Kelvin College, undertaking a Foundation Apprenticeship in Civil Engineering, was on site one day a week for 21 weeks. They participated in site management meetings, supporting the site team and given supervised site visits that provided an insight into construction activities, health and safety on site, sub-contractor coordination, quality and environmental issues.</p>
<p>Tackling inequality in employment and skills attainment by removing barriers to employment and</p>	<p>Funded by McLaughlin & Harvey at a cost of £2,480, twelve pupils from Trinity High School were provided with a 10-week series of driving lessons. The intervention addresses the education and employment barrier associated with travel by funding theory and practical driving lessons for SIMD students.</p>

education for Scottish Index of Multiple Deprivation (SIMD) students	The students who successfully passed their tests have increased their employability and when the time comes to leave school removed a barrier to a positive destination
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GOOD EMPLOYER

Social Impact	Detail
Improving health & wellbeing of the workforce & Stakeholders	The McLaughlin & Harvey You Matter programme includes the “Get on Board Bus” which visits each site and provides the workforce with the opportunity of a 360-degree health review, safety support and advice on healthy lifestyles. The bus visited the project offering a health review with a Health Practitioner who undertook BMI measurements, blood pressure, cholesterol and diabetes checks, massage, health checkpoint, and provided information on healthy eating, stress, mental health and lifestyle. A number were referred to their GP for further assessment. McLaughlin & Harvey were joined by delivery partners, The Lighthouse Club, Workwear and Polyco who provided promotional material and information on the services they provide.
Tackling inequality in the workforce by raising awareness of cultural diversities	Fostering a positive work environment and embracing cultural diversity in the workplace promotes inclusivity and equality by embracing and celebrating cultural differences employees are exposed to different ways of thinking and doing things. This exposure helps individuals become more adaptable and flexible, as they learn to navigate and appreciate different cultural practices and customs. McLaughlin & Harvey organised an on-site ‘alternative’ Christmas lunch for all 78-site staff. The event was catered for by Milk Café, a Social Enterprise created to empower and support women from refugee and other migrant backgrounds, and to support victims of modern slavery. The site staff were introduced to a Christmas lunch with a difference. The workforce sampled different foods from across the world and engaged with females from migrant backgrounds.

<p>Identifying and managing the risks of modern slavery</p>	<p>McLaughlin & Harvey engage with Achilles, an external company, to conduct an ethical working survey on our construction sites. This helps identify and mitigate potential risks associated with unethical practices within our supply chain, including modern slavery, labour exploitation or human rights violations. By proactively assessing the ethical performance of suppliers, McLaughlin & Harvey can take corrective actions and implement measures to prevent or address these risks. On the ARC construction site, two external auditors conducted worker interviews to understand and assess the labour practices of contractor workers engaged on site. On the day, 90% of the on-site workforce were individually interviewed across a selection of trades including, Groundworkers, Roofers, Plant Operators, Electricians, Dry Liners, etc. There were no areas of concern in relation to modern slavery, labour exploitation or human rights violations.</p>
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SHARED PROSPERITY

Social Impact	Detail
<p>Tackle economic equality through improving reliance from creating a diverse supply chain</p>	<p>McLaughlin & Harvey is Constructionline Gold accredited. This ensures that they procure from the highest qualified supply chain ensuring delivery to their clients' specification. Throughout the year they hold Meet the Buyer events and Supplier Engagement Days to discuss work opportunities both face-to-face and virtually, engaging with businesses to increase our supply chain pool and ensure they are aware of opportunities within the local area, resulting in:</p> <ul style="list-style-type: none"> • 88% Local Spend • 85% SME Spend • £14,000 Social Enterprise Spend <p>The event for this project was hosted virtually with representatives from our project management and commercial teams discussing various supply chain</p>

	opportunities with construction contractors, consultants and material suppliers
<p>Tackle economic equality through improving reliance from creating a diverse supply chain</p>	<p>Social enterprise procurement aligns with McLaughlin & Harvey’s ethical and responsible sourcing practices. They prioritise suppliers who support and promote social impact initiatives and contribute to positive social change. This includes supporting marginalised communities, creating employment opportunities for disadvantaged individuals, promoting sustainability, and addressing social issues. The following social enterprises were awarded contracts to deliver packages on this project:</p> <p>Community Wood are a nationwide social enterprise that provided a commercial waste wood collection service at ARC West. 100% of the waste wood collected is re-used or recycled – nothing goes to landfill, and the social enterprise provides life changing training and employment opportunities for people, especially those from marginalised or disadvantaged backgrounds.</p> <p>Scotland’s Bravest Manufacturing Company (SBMC) is a social enterprise who provided printing and signage. The company provides employment and training opportunities to members of the Armed Forces community. It aims to support ex-service personnel who have been unemployed or are experiencing a disability or health condition.</p> <p>Milk Café is a catering company that provided the project team with function and catering support. The Glasgow based social enterprise aims to empower and support women from refugee and other migrant backgrounds, and to support victims of modern slavery.</p> <p>Social Bite McLaughlin & Harvey procured Christmas favours and gifts from the charity and social business for the site employees. Social Bite aims to provide homes, jobs, food, and support to empower people to transform their own lives</p>

COMMUNITIES MATTER

Social Impact	Detail
Wellbeing initiatives in the community	Community groups and charities work towards social change, advocating for marginalised groups, promoting equality, and addressing social injustices. McLaughlin & Harvey promotes social change in local communities through financial support to create a more inclusive and equitable society. McLaughlin & Harvey donated a total of £1,800 to Healthy 'n' Happy in support of its Biketown programme and Best Start Baby Café. The Biketown programme provided ten local adults and fifty-six children from the highest Scottish Index of Multiple Deprivation (SIMD) areas in Cambuslang and Rutherglen to adapt a healthier lifestyle and learn to ride a bike. The funding allowed Best Start Baby Café to support fifteen families who experience complex vulnerabilities, have multiple children, present as highly stressed, isolated, sleep deprived, or experience post-natal depression and are struggling to cope. The café is a safe social space for parents/guardians to learn from specialist early years facilitators, each other and to build peer support networks.
Support for homeless and disadvantaged people in the local community	To support the homeless at Christmas, Mclaughlin & Harvey donated £2,000 to the Festival of Kindness campaign delivered by Social Bite a local Social Enterprise.
Support strong and integrated communities to reduce social isolation	McLaughlin & Harvey provided £1,000 funding for a community projector and screen. The new equipment helped support locals suffering with social isolation and loneliness that can come with age and living in a residential setting. Many suffer with dementia and the planned engagement will help stimulate the residents' brains through childhood memories

SUSTAINABLY GREEN

Social Impact	Detail
Influence staff, suppliers, customers and communities to support environmental protection and improvement	Three McLaughlin & Harvey site staff volunteered with the Westburn Nature Reserve to support the regeneration of the reserve, making it suitable for locals to visit and enjoy. Activities included clean ups and litter picks providing help to local council rangers and nursery staff.