



# **Annual Procurement Report**

**1<sup>st</sup> April 2024 – 31<sup>st</sup> March 2025**

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# Section 1 - Introduction and Purpose

Fife Council is the third largest local authority in Scotland, with an annual third party spend in excess of £680 million and is responsible for delivering all local government services in the Kingdom of Fife. It is acknowledged that we are living in challenging times, and we aim to ensure all procurement activity provides best value to the council. We recognise this is not just about cost and quality, but about the best balance of cost, quality, and sustainability.

Fife Council is a public sector contracting authority and as such is required to produce an Annual Procurement Report detailing all of its regulated procurement activity. This report summarises the council's regulated procurement activity throughout 2024/2025. A regulated procurement is any procurement for public supplies or services with a value of over £50,000 (ex VAT) and for public works with a value of over £2 million (ex VAT).

This report has been prepared as the Annual Procurement Report for the period of financial year 2024/25, to meet the requirements of the Procurement Reform (Scotland) Act 2014 whereby all councils who are required to prepare a procurement strategy must also prepare an annual report on the regulated procurements completed during that year.

# Section 2 - Context

## 2.1 Procurement Strategy

- 2.1.1 In December 2024, Fife Council's Cabinet Committee approved a new [Procurement Strategy](#). The prior [Procurement Strategy](#) was live from 2019 to 2024, but was subject to an annual review through each Annual Procurement Report. As such, the refresh in strategy has continued to be reflective of current legislation as well as committed policies and wider aims and objectives of Fife Council. Furthermore, the refreshed strategy also acknowledges the national context with reference and alignment to the Scottish [Public Procurement Strategy: 2023 to 2028](#).
- 2.1.2 The aspirations set out in the strategy are ambitious yet reflective of the continuous improvement journey that Fife Council and the procurement function has been on.
- 2.1.3 This Annual Procurement Report presents performance and progress against policy objectives as well as mandatory reporting elements as dictated by the Procurement Reform (Scotland) Act 2014. This and previous year's Annual Procurement Reports reflect mandatory reporting elements as well as recognised Fife Council priorities.

- 2.1.4 Our **mission** for the Fife Council procurement team is as follows:  
*'Enhancing Fife Council services and our local environment and economy through the power of procurement'.*

## 2.2 Procurement in Fife Council

- 2.2.1 The Procurement function is part of Revenue and Commercial Services and is an 'enabling' support service, within the Council's Finance and Corporate Services Directorate.
- 2.2.2 The operating model for Procurement is a part-centralised function with a strategic focus on the generation of financial and non-financial benefits, effective supplier management, robust demand challenge, compliance, fraud prevention, and continuous improvement.
- 2.2.3 The Procurement function has a category management approach. Categories of spend have been segmented into the following areas:
- Construction (Materials and Works)\*
  - Corporate & Facilities Management\*
  - Environment and Fleet
  - Social Care & Education
  - Transportation & Travel

\*Procurement activity is delegated to authorised individuals within relevant service areas; however, process guidance is provided by the central Procurement function and

established governance is in place to aid consistency and compliance.

## Section 3 – Format and Content

- 3.1 The undernoted sections provide the quantitative detail required as part of the statutory reporting, and where appropriate, additional narrative and qualitative information to supplement the content. There are some additional sections to report on Fife Council policy commitments as set out in the Procurement Strategy. Some additional qualitative content is provided in Appendix 2 - Strategy Delivery Plan (Progress Update). Where lengthy detail is required to comply with statutory obligations, these have been provided as Appendices to the main report.
- 3.2 It is noted that the formal reporting requires information on regulated activity, however it is sometimes difficult to
- separate regulated from non-regulated, therefore some figures and content refer to all formal procurement activity but presenting the information in this way provides a more accurate reflection of functional activity across the board.
- 3.3 A number of infographics and case studies have been created to provide a more engaging picture of key activity and outputs.

## Section 4 – Spend and Savings/Benefits Position

### 4.1 Snapshot – statutory reporting and context

<b><u>Spend and Savings Summary</u></b>	<b><u>Source/Note</u></b>	<b><u>2024/25</u></b> <b><u>£m/%</u></b>
a) Total procurement spend for the period covered by the annual procurement report.	Oracle Accounts Payable Transactions Report (DXC Transactions also known as the Hub/Observatory (formally known as Spikes Cavell))	688.51
b) Total procurement spend with SMEs during the period covered by the annual procurement report.		354.69 (2201 suppliers)
c) Total procurement spend with Third sector bodies during the period covered by the report.		87.37 (276 suppliers)
d) Percentage of total procurement spend through collaborative contracts	Spend - Category A (Scottish Procurement)	46.56
	Spend - Category B (Scotland Excel)	57.7

	Spend - Other national/regional collaborative*	246.6
	Total	350.86
	Percentage	51%

*Table 1 – Statutory reporting and context*

\*Includes Hub South East Scotland (BAM (Dunfermline Learning Campus, South West Fife HS, Templehall Community Hub)), National Care Home Contract, various Affordable Housing projects and other collaborative contract call-offs.

### 4.2 Savings and Benefits

4.2.1 Procurement captures savings and benefits in accordance with a defined Benefits Realisation Policy. The procurement team record benefits achieved on the benefits tracker spreadsheet which is then in turn verified by Finance before any benefits are deemed as made.

4.2.2 Procurement benefits for financial year 2024/2025 have been verified at £14.198m, as illustrated below (Figure 1):

Total Benefits					
2024-25 Procurement Benefits					
	Qtr 1 £m	Qtr2 £m	Qtr 3 £m	Qtr 4 £m	Total £m
Delivered	2.894	3.693	3.620	3.991	14.198
Cashable	2.050	2.157	0.490	0.890	5.587
Cost Avoidance	0.844	1.535	3.130	3.101	8.611

2024-25 Procurement Benefits - Budget Type						
	Revenue £m	Capital £m	HRA £m	H&SC £m	TRUST/ ALEO £m	Total £m
Delivered	7.788	3.952	0.889	1.569	0.000	14.198
Cashable	2.582	1.469	0.007	1.529	0.000	5.587
Cost Avoidance	5.207	2.483	0.882	0.039	0.000	8.611

Figure 1 Verified Procurement Benefits

- 4.2.3 Within Figure 1, there will be multi-year contracts. The benefits will be recurring for the length of these contracts; therefore, some benefits may have already been reported in previous years.
- 4.2.4 Figure 2 – Comparison of benefits reported over last 3 years illustrating **over £35m** of benefits have been realised over that period.

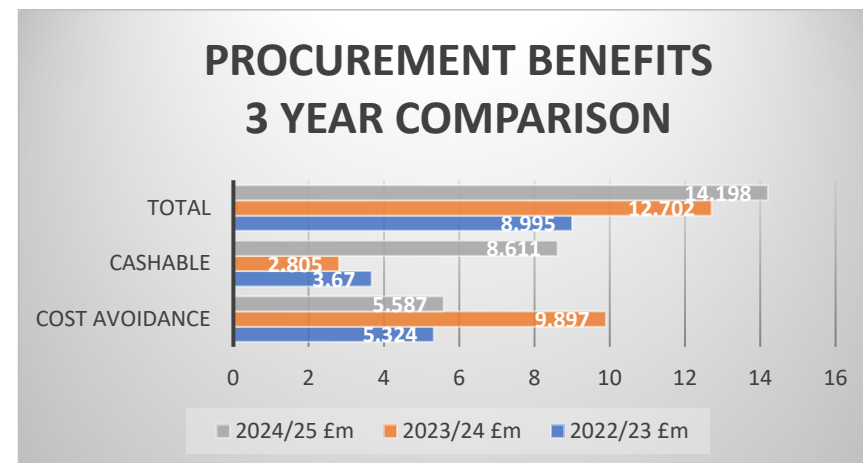


Figure 2 – Procurement Benefits 3 Year Comparison

## 4.3 Future Opportunities

- 4.3.1 An 'Opportunities Pipeline' is maintained within the Procurement team, where potential opportunities are logged and progressed accordingly. There is currently over £1.8m of potential opportunities identified on this pipeline. All savings and benefits achieved as a result of this pipeline are tracked and reported in their respective financial years.



## Section 5 – Summary of Regulated Procurements Completed

5.1 Fife Council maintains a contract register which captures high level contract detail information in line with the requirements of procurement legislation. A separate list to capture details of contracts awarded and supplier information is also maintained to facilitate policy reporting.

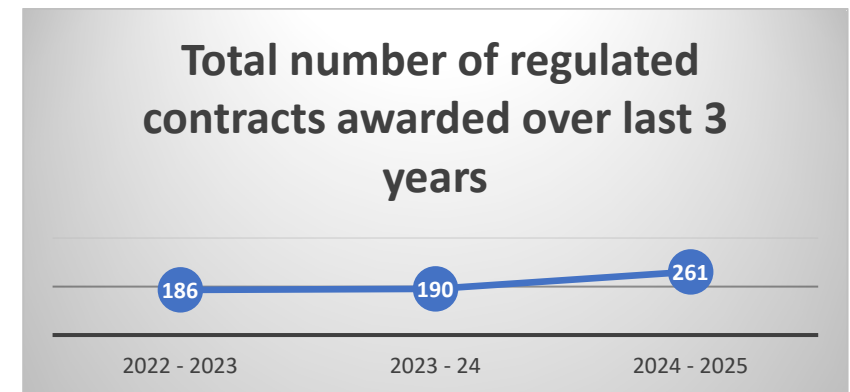
The below table provides the statutory reporting detail on the procurement activity over the reporting period.

*Table 2 – Statutory Reporting Procurement Activity*

Total number of regulated contracts awarded within reporting period	261 regulated procurement exercises
Total value of regulated contracts awarded within the report period	£644.935m (approx. £333.73m per annum)
Total number of 'contracts' awarded via PCS.  Note - each supplier awarded to a contract is considered a 'contract' and this includes unregulated awards as well as regulated, hence the higher figures	825

Appendix 1A provides summary of regulated procurement activity as required for statutory reporting.

5.2 There were 261 regulated procurement exercises conducted in the previous reporting period (which was an increase from the previous year (from 190)). This illustrates a continuing increase of activity and demand as well as improved visibility and governance.



*Figure 3 - comparison of number of regulated procurements awarded*

5.3 During the reporting period there were circa. 535 active contracts on the Procurement Contract Register with an annual value of circa. £540m – this does not include unregulated one-off tender activity such as sub-contract packages. This figure is subject to change throughout the year but was representative of position at end of March 2025.

## Section 6 – Local Businesses and SMEs

### 6.1 Context and Approach

- 6.1.1 In relation to Scottish and Fife Council policy, there is a strong desire to support Small to Medium Enterprises (SMEs), particularly local companies and/or those within the supply chain. Additionally, Fife Council is a Living Wage Accredited employer which comes with obligations around making effort to encourage relevant contractors to pay the Real Living Wage as a minimum. For this reason, activity in these areas are specifically reported on in addition to the minimum expected content.
- 6.1.2 Whilst locality of organisations is easily identified (assuming only focussing on organisations with head office based locally), businesses who are trading as SMEs are not always categorised as such in data sources. This therefore makes accurate capture of this information difficult but is improving year on year.

### 6.2 Local Contracts Awarded

#### 6.2.1 Local Contracts Awarded (Public Contracts Scotland)

Figure 3 below provides analysis of contracts awarded via **Public Contracts Scotland** (the national public sector

procurement portal for advertising and awarding contracts). **This portal is used for both regulated and unregulated procurement activity.** The images below illustrate that **56%** of contracts awarded are to businesses that are registered as trading from Fife. This is an increase from the 48% reported in 2023/24. It should also be noted that there was an increase of number of contracts awarded, from 664 (23/24) to 825 (24/25).



Figure 4 – analysis of PCS contract award notices 1<sup>st</sup> April 2024 – 31<sup>st</sup> March 2025 (locality)

#### 6.2.2 Local Contracts Awarded (Regulated, approved via Procurement Review Board governance)

Figure 5 below illustrates the 'locality statuses; of suppliers who have been awarded a regulated contract in the reporting period. 31% of suppliers awarded a place on a regulated contract in 2024/25 were a Fife based supplier. Further detail on the 'part-local' status is provided in 6.5.4 of this report.

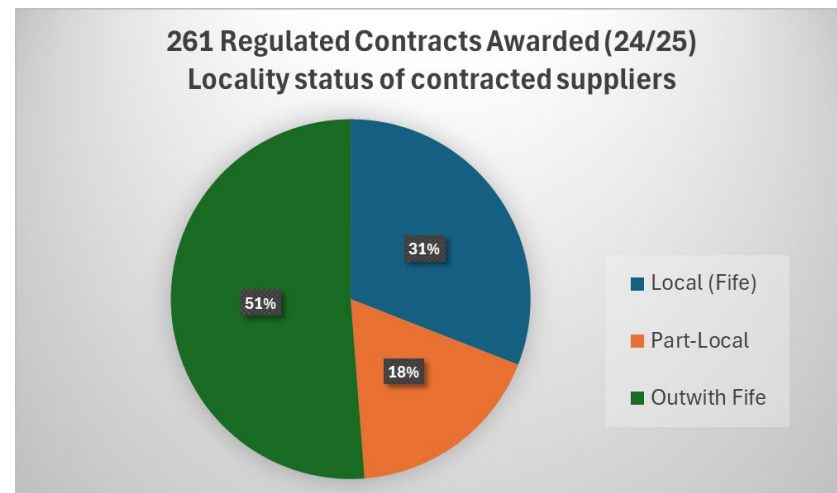


Figure 5— analysis of contract award suppliers – Regulated Procurement List 2023-24 (location status)

## 6.3 Small to Medium Enterprises (SMEs)

### 6.3.1 (Public Contracts Scotland)

Figure 6 below illustrates the contract awards in terms of the size of the organisation. 88% (increase from 86% last year) of contracts have been awarded to organisations from Micro size (1-9 employees), Small (10-49 employees) and Medium size (50-149 employees) Enterprises. 55% (increase from 46% last year) of these organisations are Fife based SMEs.

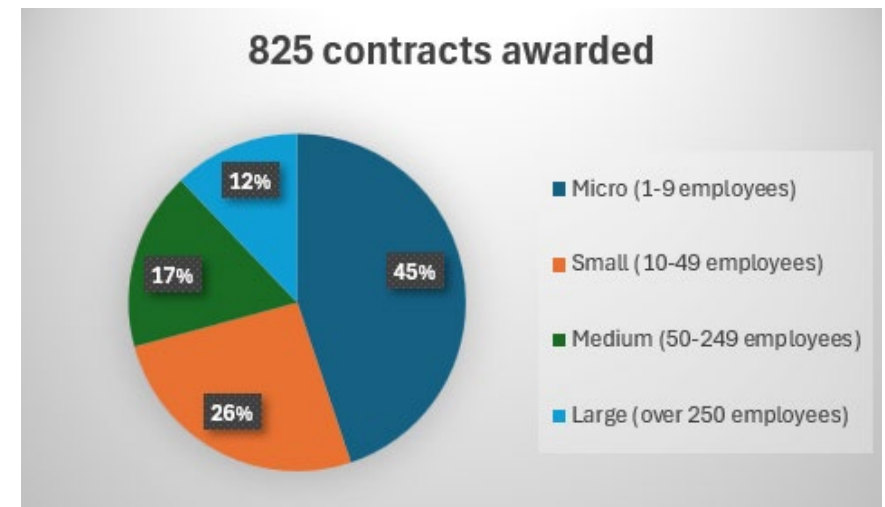


Figure 6 – analysis of PCS contract award notices 1<sup>st</sup> April 2024 – 31<sup>st</sup> March 2025 (organisation size)

### 6.3.2 Small to Medium Enterprises (SMEs), (Regulated, approved via Procurement Review Board)

Figure 7 below illustrates the size of the organisations that have been awarded a regulated contract in the reporting period. 72% of suppliers awarded a place on a regulated contract in 2024/25 were a sole-trader, micro or an SME.

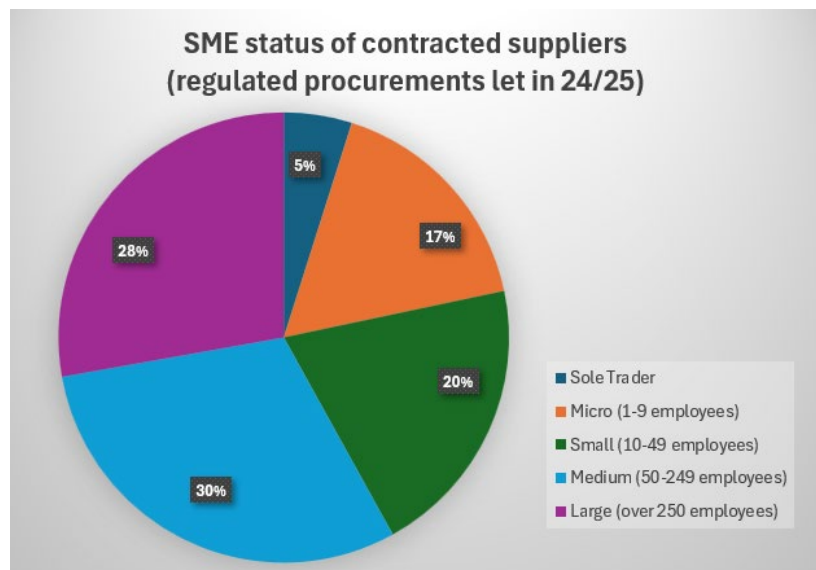


Figure 7 – analysis of contract award suppliers – Regulated Procurement List 2024-25 (organisation size)

## 6.4 Statutory Reporting

Table 3 – Unique suppliers awarded a contract (status breakdown)

Regulated Contracts awarded	Number/%
Number of unique suppliers across (261) regulated contracts	572
Number of (unique) suppliers awarded with contracts during reporting period that are SMEs	413 (72%)
Number of (unique) suppliers awarded with contracts during reported period that are Third Sector bodies	22

## 6.5 Fife Council Spend – local and SME status

6.5.1 Table 4 – Spend breakdown (local and SMEs)

	2024/25 £M	%
Total Fife Council Spend	688.51	
Total spend with suppliers based within Fife local authority boundary area	242.44	35.2
Total spend with SMEs (where SME status is known, i.e. out of £658.33m)	354.69	54
Total spend with Fife SMEs (where SME status is known, i.e. out of £658.33m)	166.15	25

Note - National Reporting methodology – Observatory/The Hub (national public sector procurement tool) presents percentage of spend with SMEs against total spend where supplier size is known rather than overall spend. Supplementary figures/percentages provided below.

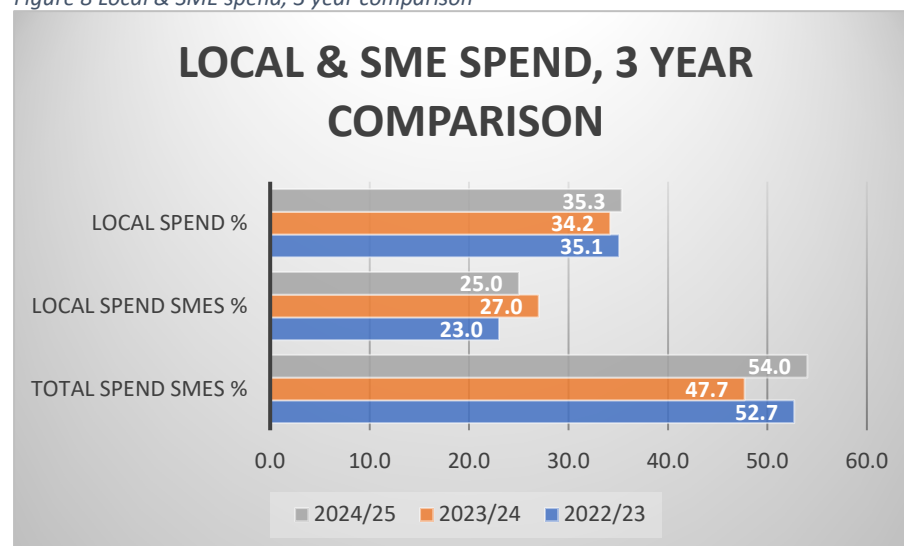
*Total spend where size of organisation is known = £658.33m (as opposed to the total £688.51m spend)*

Table 5 – SME spend where size of organisation is known

	2024/25 £M	%
<i>SME spend where size of organisation is known</i>	658.33	51.6
<i>Fife SME spend where size of organisation is known</i>	166.15	24

6.5.2 The below image illustrates the comparison of local and SME percentages across the last 3-year period.

Figure 8 Local & SME spend, 3 year comparison



6.5.3 It is acknowledged that local spend has a small increase percentage from last year. Further qualitative context around this position is summarised below:

- Increase of overall spend reported of £58m (some changes to parameters of spend to be included as well as inflationary increases and investments account for the additional spend).
- Increase of over £28.55m spend with Fife businesses in the last year.

6.5.4 It should also be noted that local businesses may benefit from non-local procurement spend either through depots/employment within the local authority area, or through their onward supply chain. The scale of this is not feasible to accurately quantify, but as part of the tender process, suppliers are asked to confirm if they have depots/branches and/or local employment to service the contract tendered for. If they do, they are categorised as 'Part-Local' and can therefore be reported as such on that basis. £222m (32%) of the 24-25 spend has been categorised as 'Part-Local'. The top 30 'part-local' suppliers account for £192m of this spend. An example of a 'Part-Local' categorised supplier is Wolseley, who have 5 branches in Fife employing 16 local residents. Another example is Stagecoach, who operate their East Scotland branch from Dunfermline. Furthermore, most of the non-Fife care homes will have the majority of their operations and staff in the Fife locality.

## 6.6 Spend Distribution by Location

6.6.1 Whilst the Reform and Recovery, Community Wealth Building agenda seeks to maximise procurement spend within its local area, it is recognised that Fife is already a high performer in that regard and strives for continuous

improvement. However, it is often the case that organisations within the Scottish markets require multi-regional customer bases to make them sustainable, therefore it is never going to be feasible to have all spend within an individual local authority area. The undernoted table provides a breakdown of location of spend and illustrates that 73% of Fife Council's spend is with Scottish based organisations.

#### 6.6.2 Spend Distribution by location:

<b>Region (Scottish Definition)</b>	<b>Total Value (£m)</b>	<b>Total (%)</b>	<b>Suppliers (Number)</b>
Scotland - Tayside Central and Fife	257.38	37.47	1959
Scotland – Forth Valley	99.40	14.47	126
Scotland - Glasgow and Strathclyde	83.99	12.23	426
Scotland - Edinburgh and Lothians	53.24	7.75	372
Scotland - South	4.44	0.65	24
Scotland - Aberdeen and North-East	2.79	0.41	23
Scotland - Highlands and Islands	2.68	0.39	36
Outwith Scotland	182.90	26.63	1319

Table 6 (Source – Spikes Cavell/DXC Report)

## 6.7 Scotland Excel – Local Supplier Reporting



6.7.1 Scotland Excel manage a portfolio of national frameworks for the local authority sector. Over the reporting period, there were 45 Fife based suppliers on 26 Scotland Excel frameworks. This also provides wider opportunity for these suppliers to supply out with Fife Boundaries. Collective spend with Fife suppliers through these frameworks was £31.73m. £10.13m of this spend was from Fife Council.

6.7.2 The below table (Table 6) provides further detail of local suppliers and spend via Scotland Excel frameworks over the last four years:

Table 7 – from Scotland Excel Local Suppliers/Providers Report

<b>Year</b>	<b>No. of local suppliers</b>	<b>Total Spend with Local Suppliers</b>	<b>Fife Spend with Local Suppliers</b>	<b>%Fife Spend with Local Suppliers</b>
2020/21	35	£25.34m	£5.32m	21.0%
2022/23	37	£21.59m	£5.14m	23.8%
2023/24	39	£29.88m	£8.46m	28.3%
2024/25	45	£31.73m	£10.13m	31.9%



## 6.8 Supplier Development Programme



- 6.8.1 Fife Council, in conjunction with colleagues in Economic Development have active participation with the Supplier Development Programme (SDP).
- 6.8.2 The Supplier Development Programme working together with Local Authorities and other public bodies to provide business support in all aspects of tendering. By assisting businesses to become tender ready for public procurement, all-round efficiency, sustainability, and market potential is improved.
- 6.8.3 Whilst Fife businesses can access this service and improve their chances of winning Fife Council business. It also enhances their opportunity to bid for business out with Fife to further strengthen their market position.
- 6.8.4 The below table provides figures of registration with the Programme as well as participation in Meet the Buyer events:

*Table 8 – SDP event information*

Council Area	Companies Registered in 2024/25	Total Companies Registered
Fife	93 (increase of 30 from last year)	1139

### Number of Businesses Participating in SDP Events & Activities (2024/2025)

203 Fife Businesses attended 46 Supplier Development Programme core training and parent events including:

- Meet the Buyer National (32 businesses)
- Meet the Buyer North (8 businesses)
- Fife Meet the Buyer (46 businesses)
- Meet the Buyer Tayside (13 businesses)

Over the reporting period, Procurement & Economic Development representatives exhibited at the below events:

- 5 June 2024 – Meet the Buyer National
- 7 November 2024 – Meet the Buyer Fife

## 6.9 Build Fife Programme

6.9.1 Following on from last year's successful programme, Fife Council, in partnership with Hub East Central Scotland and Tier 1 contractors, delivered a refreshed Build Fife programme to support local construction and associated businesses with aspirations for growth. The programme was open to construction, and associated businesses, located within Fife.

6.9.2 Build Fife was launched at the Fife Meet the Buyer event in November 24, and 14 businesses were given a place on the programme.

The programme sessions are listed below and ran from 30<sup>th</sup> January to 19<sup>th</sup> March 2024.

- Session 1 – Leadership & Management
- Session 2 – Business Strategy
- Session 3 – Gingr Tech Business Simulation
- Session 4 – Tendering & Procurement
- Session 5 – Contract Negotiation and Contract Law
- Session 6 – Group visit to Built Environment – Smarter Transformation Centre (BE-ST Construction Innovation Centre)
- Session 7 – Marketing & Social Media
- Session 8 – Final Event - Presentations/awards and tour of South-West Fife replacement school

6.9.3 The programme was designed to open opportunities for growth whilst providing ongoing development support and guidance.

6.9.4 Build Fife offered an exciting opportunity to build capability, relationships, engage face-to-face with Tier 1 Contractors and ultimately build their business.

6.9.5 The overall winner of the 2025 event Calforth *stated*:

*"The programme delivered everything and more, the programme provided us with tools we were able to utilise and help bring focus in key areas. We have been able to review and shape what we believe is the key focus areas for our business and this has already begun to bear fruit. Since completing the programme, we have secured new*

*contracts across our divisions and have started working alongside new clients".*

6.9.6 To date the programme has delivered the following outcomes:

- New contracts won (c.£400k and rising)
- Organisational structural changes leading to internal jobs creation / employment opportunities (FTE 3)
- Opened wider supply chain opportunities - hiring of local social media marketing company, tendering specialists
- New business connections: Fife Council, Tier 1 Contractors, Local Businesses
- Improved business processes, methods and understanding (contracts, tendering, and payments process)
- Market development (gaps in Fife Council markets)

6.9.7 Procurement areas of the Council are also working with Build Fife participants exploring opportunities around groundworks, construction works and addressing gaps in current energy markets (solar thermal panels servicing).

[Fife Construction Businesses Lay Strong Foundations with Build Fife 2025 Programme | InvestFife](#)



# Section 7 – Summary of Regulated Procurement Compliance & Assurance Activity

7.1 *Table 9 – Regulated Contracts Compliance Figures*

Number of regulated contracts awarded within the period that complied with Procurement Strategy (and/or Scheme of Tender Procedures)	256 (98%)
Number of regulated contracts awarded within the period that did not comply with Procurement Strategy (and/or Scheme of Tender Procedures)	5 (2%)

7.2 The five contracts that have been reported as non-compliant are due to the following:

*Table 10 – Non-Compliant Contract Detail*

Reason	Number of contracts
Late contract renewal - resource issue (service area (client) and/or Procurement as a result of higher priorities and/or technical	2

challenges). Company continued to provide service under current terms and conditions.	
Originally treated as a below regulated procurement exercise but subsequently became regulated in terms of value.	2
Original procurement route (via framework) did not offer best value. Better commercial terms were negotiated but could not put through framework, so a direct award was authorised.	1

7.3 Out of the 261 contracts awarded, there were 35 direct awards during the reporting period. These were still considered compliant as were awarded in accordance with specific criteria in Fife Council's Scheme of Tender Procedures and/or the Procurement Regulations.

## 7.4 Internal Audits & Counter-Fraud in relation to Procurement Activity

7.4.1 Over the reporting period, the following Internal Audits were carried out that are linked to and/or feature procurement related activity:

Table 11 – Internal Audit Activity Detail

Internal Audit Activity	Outcome
10/23 – Issued May 2024 School Transport – Additional Support Needs (Review of the school transport policy in place for pupils with additional support needs, as well as the effectiveness of supporting processes and procedures developed to help ensure compliance).	6 good practice points noted, and 11 audit recommendations made. All being progressed accordingly.
16/23 – Issued September 2024 ICT Contract Management (Review of ICT contract management arrangements to ensure that specifications are successfully delivered and, if required, remedial actions taken/escalation procedures are efficient and effective).	5 good practice points noted, and 4 recommendations made. All being progressed accordingly.
17/23 – Issued November 2024 Procurement Cards (Corporate review of the internal controls in	10 good practice points noted, and 10 audit

place to manage and monitor the use of procurement cards, including the authorisation of card transactions.)	recommendations made. All being progressed accordingly.
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7.4.2 In addition to the internal audits, there was also a Scrutiny Report presented to the Finance, Economy and Corporate Services Scrutiny Committee in January 2025:

- Approaches to Systems Replacement (exploration of the approaches and processes involved in major systems replacement such as the recent legacy replacement programme. Lessons learned and improvement actions).

7.4.3 There continues to be a close relationship with the Council's Corporate Fraud Team, with instances of suspected fraud/corruption and irregularity being referred to the Team for investigation as and when appropriate. The Corporate Fraud Team also provides advice and guidance and shares relevant intelligence from national groups/the wider public sector, with a view to mitigating the risk of fraud/corruption and irregularity. The Corporate Fraud team have conducted training sessions for the procurement team, and this shall continue into the next financial year to ensure all individuals undertaking regulated procurement activity have received this training.

7.4.4 Engagement with Internal Audit was conducted as part of the stakeholder consultation exercise to help inform the 2025/26 Internal Audit Plan. Planned audit activity from the 2024/25

and 2025/26 Internal Audit Plans, which may have procurement involvement is as follows:

- Regulated Procurement (Review of governance arrangements in place to ensure regulated procurement activity complies with relevant legislation, regulations, and statutory guidance, including areas of delegated procurement). *Note – this is complete and was reported at April's Standards, Audit and Risk Committee (will be reported in more detail in 25/26 Annual Procurement Report).*
- Care in the Home (Contracts with, and payments to, Care providers for clients' care in the home). *Note – at point of writing this report, this work is ongoing and will be reported to Standards, Audit and Risk Committee during 2025/26.*
- Purchase Ordering (Review of the requisition, approval and ordering arrangements in place within Oracle for non-contract spend below £5,000). *Note – this has been carried forward into the 2025/26 Internal Audit Plan.*
- Cybersecurity (Review of the cyber incident management arrangements in place to monitor, detect, analyse, prioritise, and respond to cybersecurity incidents and threats via the managed Security Operations Centre. *Note – this is complete and was considered in private at the June Standards, Audit and Risk Committee.*

- Affordable Housing Programme (Review of the governance and procurement arrangements in place for the Affordable Housing Programme to ensure Fife Council meets its related legal and best value obligations. *Note – at point of writing this report, this work is ongoing and will be reported to Standards, Audit and Risk Committee during 2025/26.*
- Sustainable Procurement (Review of procurement processes to ensure compliance with legislative requirements surrounding sustainability, including living wage, use of local suppliers and community/environmental benefits). *Note – this is in the 2025/26 Internal Audit Plan.*
- Follow-up on 'Review of Additional Support Needs School Transport'. *Note – this is in the 2025/26 Internal Audit Plan.*
- Goods Receipting (Review of the process in place to receipt, record and issue ICT equipment, including purchase order matching and inventory recording). *Note – at point of writing this report, the report has been issued and will be reported to Standards, Audit and Risk Committee during 2025/26.*

7.4.5 Procurement will continue to assist with any involvement of other internal and external audit activity, including any relevant policies and/or unplanned work in audit/fraud investigation, as necessary.

## Section 8 – Sustainable Procurement Duty, Climate Duties

### 8.1 Context (Public Sector Climate Change Duties)

8.1.1 Fife Council recognises its responsibility to carry out its procurement activities in an economically, environmentally, and socially responsible manner. Fife Council's Procurement Strategy includes a commitment that our procurement strategies are based on informed decisions by engaging early with suppliers to create innovative solutions to positively respond to the climate challenge; eliminating waste throughout the supply chain where possible; and act in a way that will secure net zero emissions through a [Just Transition](#) and promote a circular economy. This commitment aligns with the Sustainable Procurement Duty, ensuring that procurement decisions support sustainable development goals.

8.1.2 In response to the Scottish Procurement Policy Note, Public procurement – taking account of climate and circular economy considerations: SPPN 3/2022, it is recognised that public procurement spend should support climate and circular economy ambitions. This policy note clarifies expectations with respect to climate and circular economy considerations. As part of the fulfilment of the 'Public Sector Climate Change Duties,' the Council has a duty to

provide a return for its 'Public Bodies Duties Report' (PBDR). Procurement feeds into this with responses to specific questions (Part 5 of the return), and examples of the content are provided in the following sections. Additionally, Fife Council acknowledges the Fife Climate Emergency and integrates these considerations into its procurement practices to further support local and global environmental sustainability.

### 8.2 Public Bodies Duties Report (PBDR)

#### 8.2.1 *How have procurement policies contributed to compliance with climate change duties:*

All regulated procurement activities must consider the Sustainable Procurement Duty. This requires the procuring officer to evaluate, where proportionate and appropriate, how the procurement can enhance the social, environmental, and economic wellbeing of Fife.

The procuring officer should also assess the procurement's impact and alignment with the following priorities:

- Addressing the Climate Emergency
- Community Wealth Building, particularly the Spending Pillar

Additionally, all regulated procurement exercises should, where relevant and proportionate, incorporate the Sustainability Test. This tool, developed by the Scottish Government, helps procuring officers embed appropriate sustainability requirements into frameworks and contracts.

Fife Council's current procurement templates include considerations for:

- Sustainable Procurement Duties (improving the social, environmental, and economic wellbeing of the operational area)
- Human Rights
- Ethical Procurement

Where appropriate, the inclusion of specification and/or selection/award criteria such as:

- Approach and Delivery of Community Benefits
- Fair Work First and payment of at least the Real Living Wage
- Response to the national climate emergency
- Waste reduction measures
- Climate resilience
- Methods for monitoring sustainability and reducing carbon footprint

#### **8.2.2 *How has procurement activity contributed to compliance with climate change duties?***

#### **Public Procurement as a Climate Tool**

- Procurement in Fife is now a strategic lever to deliver environmental, economic, and social benefits aligned with climate responsibilities.

#### **Collaboration with Sustainable Scotland Ltd**

- Fife Council is supported by Sustainable Scotland Ltd (via Scottish Government) to:
  - Prioritise climate impact across procurement spend and categories
  - Conduct gap analyses and highlight best practices in recent procurement
  - Deliver training, starting with the construction teams
  - Develop case studies showcasing sustainable procurement successes and recommendations.

#### **Application of Sustainable Procurement Tools**

- Scottish Government's tools help embed sustainability early in procurement, assessing:
  - Carbon emissions
  - Circular economy opportunities
  - Whole-life cost implications

## Alignment with Climate Fife 2024 Strategy -

Procurement supports projects across climate pillars:

Table 12 – Climate Examples by Sector

Sector	Examples
Buildings	Decarbonisation and energy upgrades
Energy	Renewables and fuel alternatives
Circular Economy	Re-use schemes and waste reduction
Transport	EV infrastructure and fleet improvements
Nature & Land	Biodiversity and climate resilience
Business & Jobs	Net-zero supplier engagement and climate literacy training

### Community Wealth & Climate Benefits

- Procurement includes community benefit clauses promoting:
  - Local green jobs and infrastructure
  - Volunteer initiatives linked to sustainability
  - Integrates climate goals with socioeconomic growth

### Support for SMEs and Local Suppliers

- Tactics include:
  - Smaller contract lots
  - Supplier engagement and subcontracting
  - Shorter supply chains to cut emissions
  - Inclusion of third-sector organisations

## 8.3 Category Specific Initiatives

### 8.3.1 Construction

- Carbon reduction embedded in design via Modern Methods of Construction (MMC), Passivhaus, air tightness
- Compliance with energy standards and transition to zero-carbon heating
- Encouragement of local suppliers and low-carbon technologies (e.g., drones)
- Strategy includes early design-phase carbon planning and clean heat alternatives for housing

Construction have developed a carbon and building strategy that will see opportunities for carbon reduction built into the design process. The strategy places a focus on opportunities where early discussions in the design process can help determine what carbon reductions can be achieved through delivery of our Capital Plans.

This includes Modern Methods of Construction (MMC), Passivhaus, air tightness and embracing new technology.

Affordable Housing Teams are working to meet Scottish Government guidelines addressing areas of sustainability such as Fuel Poverty, carbon dioxide emissions and energy for thermal comfort and artificial lighting. Council Teams are currently in the process of refreshing Design Guides for Affordable Housing to ensure Fife Council deliver upon these goals.

In relation to existing housing stock, the Scottish Housing Quality Standard (SHQS) and Energy Efficiency Standards for Social Housing (EESHH) requires a range of components and criteria to comply with basic energy efficiency requirements, such as insulation (loft/cavity wall/external) and heating efficiency. It is anticipated that the EESHH standards will be increased and replaced by Social Housing Net Zero Standard – core to these standards will be a focus on increasing ‘clean heat’ at the point of use, e.g. no gas or oil boilers and a greater reliance on electric or district heating. Options around alternatives to gas boilers are being explored and a structured approach to choosing the best technology for the tenants and our statutory requirements is essential.

### **8.3.2 Corporate & Facilities Management – Food**

- Promotes healthy, local, climate-friendly diets
- Ethical sourcing for schools and care services
- Supports local food producers and community food groups
- Tracks food origin and prioritises sustainable certifications (e.g., Marine Council, Red Tractor)

Fife Council has agreed the Food4Fife 5-year strategy with a procurement pillar that promotes healthy and planet friendly diets and the increase of locally procured climate and nature friendly food. Procurement will work with other key Services within the Council to identify where food swaps can be made, identify potential producers and support development to allow their integration into the supply chain. Sustainable food procurement will be a key driver within any new food related contracts. Procurement will work with Scotland Excel to help establish strong and

resilient supply mechanisms supporting local producers in their relevant tier in the supply chain as well as supporting sustainable food procurement activity.

Procurement is working with the Council Catering Team to develop Primary School menus to include ethically sourced products. Food data now includes tracking information to identify its origin (where possible) to determine opportunities for what can be procured locally. The fresh fish that is served in Care Homes is Marine Council approved with fish sourced locally. Where possible, the fresh meat we include in our contracts is ‘Red tractor’ approved, and UK sourced. Procurement also provide support to local community groups to find ways to support local food banks and community pantries and food support groups by offering a means of providing food to the groups through existing supply chains.

### **8.3.3 Fleet & Environment**

- Focus on fleet decarbonisation and EV infrastructure
- Supports low-emission vehicles and energy efficiency
- Aligning Fleet Replacement with decarbonisation route map

### **8.3.4 Travel and Transportation**

Winner of the Procurement Team of the Year Award at the GO Awards Scotland 2024-2025 ceremony and shortlisted in the Sustainable Procurement Award category at the GO Awards UK National 2024-2025 ceremony for the ‘Environmental Initiatives In Passenger Transport Service Contracts’ submission. This initiative focused on a manageable transition to a greener and cleaner fleet for council contracts. Further information is provided below.





Within the strategy, there are two key Procurement projects that sit under the Sustainable Transport theme:

- Improve the fuel and carbon efficiency of local private sector and public transport fleets
- Tackle problematic air quality

In addition, Objective 8 of the [Air Quality Strategy for Fife 2021-2025](#) states:

“Fife aims to provide a transport system that minimises air pollution and promotes sustainable travel.”

Since 2019, suppliers on all Frameworks and DPSs (bus, coach, minibuss, taxi and PHC) must be members of the [Eco Stars Fleet Recognition Scheme](#). The Scheme is based on six key pillars which make up fleet operational efficiency:

- Fleet composition
- Fuel management
- Driver skills development
- Vehicle specification and maintenance
- IT systems – support for operations

- Performance monitoring and management

Once all were onboarded, it allowed use of the Eco Stars star rating to be used in contract evaluations along with non-vehicle environmental practices, to assess how contractors run their depots/offices in terms of energy, water use and recycling. In conjunction with revised weightings, this meant that, for buses, 85% of the quality/technical criteria were devoted to environmental initiatives (17% of the overall score) and taxis, 25% (5% of the overall score).

Working with bus operators, a manageable transition to a greener and cleaner fleet was agreed. All contracts now require a minimum EURO V engine on bus contracts since August 2024 and EURO VI from August 2028 onwards. This will allow a shift to EURO VII engines and/or zero emission vehicles over the next decade. Emissions reductions, as a direct result of mandating engine types in bus contracts, will be achieved as follows (assumes 2023 mileage and EURO III as base):

Figure 9 – Annual Emission Reductions for Fife Bus Contracts

<b>Annual Emission Reductions: Fife Bus Contracts</b>				
Engine	Nitrogen Oxides Annual Emissions (kg)	Nitrogen Oxides Annual Saving from 2022	Carbon Dioxide Annual Emissions (kg)	Carbon Dioxide Annual Saving from 2022
EURO III (until Aug 2024)	78,888	-	8,466,616	-
EURO V (Aug 2024-2028)	71,800	9%	8,230,355	3%
EURO VI (from Aug 2028)	6,063	92%	8,230,355	3%



#### **8.3.4 Social Care and Education**

- Ethical sourcing for education materials and social care:
  - through the introduction of the monitoring of delivery schedules to reduce carbon emissions.
  - collaborating with main education materials supplier to support Environmental, Social and Governance (ESG) commitments.
- collaborating and sharing of 'best practice' with the Health and Social Care Partnership and Social Work Scotland to embed ethical commissioning principles into policies and practices.

# Section 9 – Community Benefits

## 9.1 Context and Approach

9.1.1 Fife Council acknowledges that public procurement contracts are a powerful tool for achieving a wide range of social and environmental benefits, including the creation of more and better employment opportunities. In line with the Sustainable Procurement Duty, Community Benefits, and Community Wealth Building principles, as well as the Progressive Procurement Pillar, Fife Council is committed to leveraging procurement to support these goals.

9.1.2 For major works projects, Fife Council is committed to:

- Carefully considering whether to include community benefit requirements as part of the procurement process. If such requirements are included, a summary of the intended benefits will be provided. If not, a justification will be given explaining why it was deemed inappropriate.
- Including a statement in the award notice detailing the benefits expected from these community benefit requirements.

9.1.3 This approach is a mandatory requirement under the Procurement Reform (Scotland) Act 2014. However, Fife Council's policy goes beyond the minimum requirements by

also considering community benefits for goods and services contracts, where it is proportionate and relevant to do so.

This commitment underscores Fife Council's dedication to sustainable procurement and its broader social and environmental responsibilities.

9.1.4 Fife Council encourages communities to highlight any need that they have that could perhaps be fulfilled through community benefits. They can complete a 'Community Benefit Request Form' and this can be utilised as part of contract and supplier management to provide opportunities for potential community benefit delivery. [Community benefits - a guide for community groups and organisations | Fife Council](#)

## 9.2 Statutory Reporting

9.2.1 Table 13 – Community Benefit Statutory Reporting Figures

Total number of regulated contracts awarded with a value of £4m or greater	25
Total number of regulated contracts awarded with a value of £4m or greater that contain Community Benefit requirements	19
Total number of regulated contracts awarded with a value of less than £4m that contain Community Benefit requirements	386

Note - In some cases, in the above and in Appendix 1B some entries do not contain either individual details (people) or financial values (£s). Some entries are valued in weeks i.e., Skill and Training.

Table 14 – Community Benefit Statutory Reporting Detail

Community Benefit Type	Description	£ value (where quantified)
Number of jobs filled by Priority Groups	932 people	£28,298,830 (provided for Affordable Housing)
Number of apprenticeships filled by Priority Groups	37 people and 1495 weeks	£513,622 (provided for Affordable Housing)

Number of work placements	2 people and 34 weeks	£5834 (provided for Affordable Housing)
SME and third sector spend (sub-contract/supply chain)	N/A	£43,019,959 (local spend through contracts and local supply chain)
Social Value	£260,737 in cash donations 205 hours of community support Various other support and donations	£274,196 (where values provided)
Environmental & Ethical	306.6 tonne reduction of CO2 emissions and diverted waste	£62,862 (where quantified)
Skills and Training (Workshops, Careers advice etc for Priority Groups)	1350 hours 3 weeks 61 'other'	£114,534 (where quantified)

- 9.2.2 Appendix 1B provides further detail of community benefits recorded as delivered over the reporting period.
- 9.2.3 It should be noted that extensive community benefits have been achieved from Affordable Housing contracts.

- 9.2.4 Examples of Community Benefits achieved through a variety of contracts/frameworks can be found in the below section.

## 9.3 Community Benefits (Case Study Examples)

Below are example Case Study projects where positive outcomes were achieved through contractor delivery of community benefit commitments from Fife Council contracts.

### Case Study – Kirkcaldy Men's Shed

Men's Sheds encourage people to come together to make, repair and repurpose, supporting projects in their local communities. They aim to provide the opportunity for connection, conversation and creation, improving wellbeing, reducing loneliness and combatting social isolation.

#### The Challenge

- Supporting Fife Council decentralisation through embedding collaborative, scalable approach to delivery of Community Benefits through Procurement
- Demonstrate how targeted supplier engagement can enhance community assets
- Ongoing support to ensure Community Groups can maintain and build on any asset improvements



#### Goals

- Maximise Social Value from Procurement
- Support Community Wealth Building
- Foster collaboration across sectors
- Empower Local Communities

#### Results

- 20 new windows supplied by CR Smith
- 20 windows installed by Bell Group (inc. 30 tins of paint)
- New kitchen units supplied by JTC
- Hot water tank removed by Fife Council
- Men's shed reroofed area above water tank

#### Outcomes

- Improved energy efficiency, functionality and aesthetics
- Increased membership of Kirkcaldy Men's Shed, particularly from women in the community
  - 2022 – 10 members
  - 2025 – 57 (34 male, 23 female)
- Proof of Concept for decentralised support beyond asset transfer



Testimonial from Kirkcaldy Men's Shed:

*'Kirkcaldy Men's Shed located in what were previously the dressing rooms for football teams in Ravenscraig park Kirkcaldy.*

*The building which is owned by Fife council has fallen into a state of dereliction after not being used by anyone for a good number of years. In 2018 it was secured by the Men's Shed as their base in Kirkcaldy. After a combined effort by the council, local companies, and the Shed members themselves the building has almost been completely renovated and provides a good working space for Shed members.*

*34 men and 23 women could carry out a range of activities from woodworking and jewellery making to projects for local charities such as planters of Dysart community council and refurbishing benches for the baby remembrance garden at the Kirkcaldy crematorium.'*

## Case Study – Benarty Primary School (New Dining Experience)

### The Challenge

- Enhance dining room facilities in an area where there are many low-income families that require the support from the school to ensure their children eat and enjoy the lunch that the school provides. The aim was to encourage children to eat a full lunch in an inviting area.

### Areas of focus

- Televisions in the dining room to allow music to be played during their mealtime
- Presentations on the television to provide a fun presentation which can include educational material
- New tables with graphics (laminates) on them with fun educational facts
- Provision of an area where the children can grow their own vegetables and herbs
- Picnic tables to allow children to both eat outside as well as an area for planting.

### Delivered from suppliers (Community Benefits):

- 2 x 55inch smart TVs (supplied by Irruptus)
- 2 x USBs (supplied by Irruptus)
- 3 x laminated dining room tables (supplied by Findel)
- Picnic tables (cash donation from Alliance)
- Donations to provide additional gardening equipment and PPE (cash donations from Carruthers)



### Anticipated Outcomes

#### Attendance:

A more inviting dining room might encourage children to attend school regularly.

If children enjoy the dining experience, they may be more motivated to participate in school activities.

#### Meal Enjoyment:

An appealing environment can positively influence children's perception of meals.

Comfortable seating and engaging surroundings can enhance the overall experience.

Children may be more likely to eat well -balanced meals in a pleasant setting.

This project was also referenced at Fife Council's Education Scrutiny Committee in May 2025:

"The service initiated this experimental project to educate and enthuse pupils about climate change and the benefits of locally grown food. Council suppliers provided the financial support (via contractual community benefits obligations). In conjunction with Education colleagues and our Trainee Coordinators the Garden-to-Plate Project was launched. The aims of this project included:

- How to grow, prepare and cook vegetables.
- Pupils learning gardening skills.
- Demonstrating the benefits of sustainability and healthy eating.
- Learning other cooking skills and techniques.

Benarty Primary School hosted this pilot project and planted potatoes, onions and carrot seeds. The pupils harvested over 200 potatoes. Supported by our Catering Supervisor the pupils prepared and cooked potato dishes including potato and onion cakes and wedges. We supplied the school with televisions for the dining hall, benches for the garden, extra dining tables with laminate at print with the benefits and fun facts of carrots, onions, runner beans and potatoes and drawing from a Ground to Plate competition. We are continuing this innovative project in 2025/26.”





## 2024 - 25 Community Benefits (Community Wealth Building)

ACL Hire and Lo'Gelly Lunches

In September 2024 Lo'Gelly Lunches completed the Community Benefit Request Form and were matched to a community benefit commitment with ACL Hire, who are the main hire of vehicle provider to Fife Council.

A Transit type van was agreed (free of charge) with all insurances paid by ACL for an initial period of 3 months. This was subsequently extended by ACL for another month until the end of January 2025.



Collection and delivery of donated furniture



Supporting Shoe Project



Delivering donated food from the Cress



Supporting the Cottage Centre



Lochgelly Loch Path Project



# 2024 - 25 Community Benefits (Community Wealth Building)

## Roadstone Materials

Supply of Roadstone Materials Framework Agreement  
2022 – 2025

Estimated Annual Value £3m

### Contracted Suppliers

Tillicoultry Quarries

Breedon Group

Skene

Asphalt

**Social Value (Donations, Sponsorship and Materials)**  
support provided to a number of organisations and  
community events in Fife - over £35k



Kincardine  
Gala

Fife Agricultural  
Show, Young  
Glens, Fife Rugby

Leslie  
Community  
Pantry

East of  
Scotland Kart  
Club in Crail

Newburgh  
War  
Memorial

Lochgelly  
Children's  
Gala



# 2024 - 25 Community Benefits (Community Wealth Building)

## Affordable Housing

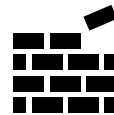
### Affordable Housing Programme

#### Housing Sites

Blacklaw  
Kennoway  
Cowdenbeath  
Pitcorthie  
Viewfield



119 Hours of support for community projects



Over 800 Weeks of Apprenticeships

383 People employed (FTE) hired or retained

7 People employed (FTE) hired or retained not in Employment (NEETs)

16 Weeks of Work Placements

# Section 10 – Fair Work and Real Living Wage

## 10.1 Context and Approach

10.1.1 With a view to supporting the strategic aim of providing **Opportunities for all**, Fife Council considers payment of the Real Living Wage to be a significant indicator of an employer's commitment to fair work practices and that payment of the Real Living Wage is one of the clearest ways that an employer can demonstrate that it takes a positive approach to its workforce.

10.1.2 The Council considers 'workforce matters' in connection with their contracts if the services provided have the effect of employees being considered an in-direct employee of Fife Council and/or if there is known or perceived history of unfair work practices.

## 10.2 Position/Statutory Reporting

10.2.1 *Table 15 – Fair Work Criteria, Statutory Reporting*

Number of unique suppliers awarded a contract during 24/25	572*
Number of regulated contracts awarded during the period that have included a scored Fair Work criterion.	209

Number of unique suppliers who have committed to pay the Real Living Wage in the delivery (from the outset) of a regulated contract awarded during the period.	539* (94%)
Number of unique suppliers who are accredited Living Wage employers and were awarded a regulated contract during the period.	103

\*Note - 114 of these suppliers are categorised as sole-traders and/or pay the Adult Social Care Rate (SG Minimum pay for adult social care workers).

## 10.2.2 Additional Reporting

The below table illustrates more quantified detail of the status of suppliers who have been awarded a contract during financial year 24/25 in relation to their commitment of payment of at least the Real Living Wage to their employees.

Table 16 – Real Living Wage Statistics

Title	Number	Spend 24/25
Number of unique suppliers who commit to payment of Real Living Wage	539	
Number of unique suppliers who commit to paying the minimum of Real Living Wage within the first 2 years of the contract	8	£1.3m
Suppliers who do not pay nor commit to payment of the Real Living Wage	25	£8.02m
Number of suppliers in above (not committed to paying Real Living Wage) with no spend	1	N/A

10.2.3 From the 572 unique suppliers, 547 are reported to having committed to pay the Real Living Wage in the delivery of the regulated contract. This equates to 94% of suppliers that have been awarded a contract in financial year 2024/25. This leaves 25 suppliers not paying the real living wage at the outset of the contract. However, 2 of these suppliers have now committed to payment of the Real Living wage during the contract period and 1 supplier has not received any spend during the respective financial year. This leaves 24 (4%) suppliers awarded a contract during 2024/25 where spend is occurring (£8.02m), but no commitment is made in terms of payment of the Real Living Wage.

10.2.4 For those suppliers not committing to pay the Real Living Wage, this is routinely encouraged through pro-active supplier management activity. Some examples of supportive narrative as to why the contractor has not yet been able to achieve the desired position has been provided for the top spend suppliers, accounting for approx. £7.05m (88%) of the spend reported above.

Table 17 – Real Living Wage Qualitative Content

Contract	Annual Spend 24/25	Reason not able to commit payment of RLW
Vehicle Purchase	£2.73m	Over 97% paid in excess of RLW. Small number in less skilled roles not being paid RLW. Utilise external job evaluation methodology to benchmark/ensure competitive salaries in local market.
Supply of Kitchens	£1.28m	86% of employees involved in Fife Council contract are paid a minimum of RLW. There is a willingness to work towards 100% but the nature of operations means it is impossible to split the handling of all materials in the factory at a contract level so unable to provide breakdown of those directly affected for the Fife contract. Also, financial impacts such as inflationary increases in material price. To remain competitive energy and fuel

		costs have not been fully passed on to the council. A benchmarking exercise was undertaken which showed costs of RLW (not accredited) supplier to be 28% more expensive on the framework when supplying the same products.
Vehicle Hire x 1	£0.82m	Overall framework managed by Scotland Excel but position and commitment subject to ongoing supplier management by Fife Council with any individual suppliers where RLW improvements are required.
Plumbing Materials	£0.63m	Majority of employees involved in contract will be above but not all. In addition to salary, there are opportunities for branch bonus and pension schemes have not been included so this net effect brings salary positions up.
Fresh and cooked meat	£0.54m	Overall framework managed by Scotland Excel but position and commitment subject to ongoing supplier management by Fife Council with any individual suppliers where RLW improvements are required.

Vehicle Parts	£0.41m	Majority of staff being paid in excess of RLW though reward packages are also in place, as well as overtime options which increase the average hourly rate significantly. Annual reviews to staff remuneration are undertaken and aim to keep up with cost of living increases.
Taxi Operator	£0.34m	Drivers not paid by the hour due to the nature of the work. Usually works out more than payment of Real Living Wage if paid by the hour.
Paint Supplies	£0.19m	Majority of employees are paid above RLW. Annual salary reviews undertaken and various employee benefit packages are in place. Update in 24/25 – supplier indicated commitment to pay RLW over next 2 years. To be monitored.
Plumbing Materials	£0.10m	Approximately 70% of staff paid above RLW, unable to commit exclusively due to industry cost increases.

### **10.3 Other Council Commitments**

10.3.1 As part of the Procurement Strategy, Fair Work is further promoted within procurement activity by seeking commitment to our Construction Charter and Ethical Care Charter where applicable.

10.3.2 The Construction Charter is included in relevant construction related contracts to acknowledge the council aspiration and expectations for contractors to practice in their organisation also. The strategy also acknowledges that the council is opposed to blacklisting, and there is no evidence that any of our contractors practice blacklisting.

10.3.3 Similarly, the Ethical Care Charter is incorporated into relevant procurement exercises for homecare related services.

### **10.4 Fair Work Concern Raised**

10.4.1 There has been some concern raised around maintaining overseas workers' employment. Work is underway with care providers to ensure this is managed via the appropriate regulatory framework. Additionally, social care is now recognised as an industry at risk of modern slavery with actions being undertaken during the procurement process to mitigate the associated risks. Procurement takes an active role in the investigation of complaints or concerns raised regarding the treatment of or payment to staff.

# Section 11 – Invoice Payment Performance

## 11.1 Context

11.1.1 Fife Council is committed to ensuring that businesses are paid on time because it is understood how important it is to pay businesses promptly once a service has been performed or goods delivered. Late payment is particularly detrimental to SMEs, third sector bodies and supported businesses. Fife Council also mandates via contract conditions that main contractors must pay their sub-contractors and suppliers promptly in an effort to ensure cashflow is positive throughout the supply chain. Prompt payment is included in standard Fife Council terms and conditions for all contracts and orders.

11.1.2 Late payment legislation places a statutory duty on all public bodies to pay commercial debt within 30 days. Legislation also allows businesses to claim interest and recovery costs if goods and services are not paid for on time.

## 11.2 Position

11.2.1 During the reporting period, 731,560 invoices were received, and 710,581 (97.13%) of these were paid within 30 days.

11.2.2 During the reporting period, issues arose with social care and taxi service provision payments. Whilst these did not result in a late payment charge to Fife Council, both cases were investigated and improvements to process have been put in place.

11.2.3 During the reporting period, Procurement received one complaint from a sub-contractor of a Fife Council contract. This was investigated and it was found that the payment was being withheld due to a dispute between the contractor and sub-contractor which was unrelated to the contract with Fife Council. Fife Council Procurement intervened and acknowledged the contractual obligation to pay any sub-contractor monies due for work relating to the Fife Council contract, irrespective of any external dispute. Payment was subsequently made swiftly and resolved the issue.

## 11.3 Supplier Portal

11.3.1 The Fife Council Oracle system has a Supplier Portal. This functionality allows suppliers to have their own unique login to their account details within the Council's system and the ability to review order, payment, and catalogue status/details. Some suppliers use this functionality to create their own invoices via the system, which when matched to an existing order and matched receipt, will automatically pay. This creates efficiency for the council as



the invoice does not need to be handled in any manner by council personnel (unless there is a mismatch).

11.3.2 During the reporting period, 60 suppliers submitted 17,031 invoices that were processed via this method.

#### **11.4 eInvoices**

11.4.1 Fife Council utilises the Scottish Government's eInvoicing solution which provides a platform that accepts a range of invoice formats that can be automatically processed for matching and payment. It is intended to provide an easy, consistent, and standard platform for suppliers to the public sector and is compliant with relevant Directive requirements. There are no costs and should be no technology changes for suppliers to issue invoices through the system.

11.4.2 During the reporting period, 14 suppliers have processed 17,031 eInvoices via this method.

#### **11.5 Intelligent Document Recognition (IDR)**

11.5.1 In October 2023, Fife Council went live with Oracle's IDR solution. This is a solution that automates the invoice matching process at header level. This negates the need for indexing and uploading to another system, providing some efficiencies in the process.

11.5.2 Implementation was initially progressed with suppliers on a phased approach to ensure effective for both supplier and the council, and as of March 2025, 91 suppliers had been on-boarded, and 63,414 invoices have been processed in this manner. IDR was rolled out to all remaining suppliers during June 2025.

# Section 12 – Supported Businesses

## 12.1 Context and Approach

12.1.1 Before carrying out a regulated procurement, Fife Council includes consideration of how the process can facilitate the involvement of Supported Businesses. The involvement of Supported Businesses is considered at strategy stage. Completion of contract strategies are mandatory for all regulated procurement exercises; therefore, effort is made to consider supported businesses in all regulated procurements.

## 12.2 Contracts/Spend with Supported Businesses

12.2.1 During the reporting period, 1 contract was awarded to a Supported Business, as follows:

*Table 18 – Supported Business Contract Reporting*

<b>Contract</b>	Refurbishment and Hygienic Cleaning of Medical Aids
<b>Awarded Supplier</b>	Matrix Fife
<b>Value of contract awarded</b>	£175,000

12.2.2 *Table 19 – Supported Business Recorded Spend*  
(sources to identify Supported Businesses – PCS Supplier Records, SG DPS, FC RPL List, PCS Supplier Records)

<b>Supported Business</b>	<b>2024/25</b>
Brag Enterprises	£1,019,236
Castle Furniture	£389,721
Matrix Fife*	£232,790
Furniture Plus	£267,784
Scott Direct	£100,817
Penumbra	£82,602
Dovetail Enterprises**	£68,149
Hey Girls CIC	£58,838
Capture All Ltd	£27,138
Drake Music Scotland	£12,697
Keela International Ltd	£9,896
School of Hard Knocks	£5,000

The Lady Haig's Poppy Factory	£3,505
Young Enterprise Scotland	£1,409
Fraser C Robb	£1,472
<b>Total spend with Supported Businesses</b>	<b>£2,281,054</b>

\*Note – as Matrix Fife is internal to Fife Council, the spend is not included in our external spend reporting and information was sought from Finance.

\*\*Note - Dovetail Enterprises was placed into administration in March 2025.

# Section 13 – Pipeline

## 13.1 Context and Approach

Appendix 1C provides the Pipeline of regulated procurements expected to commence in the next two financial years. Note this is continually updated and available publicly on the Fife Council website.

Table 20 – Pipeline Statutory Reporting

Total number of regulated procurements expected to commence in the next two financial years	220
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\*(as of August 2025) Note - this is subject to change and refreshed 'Pipeline' is published on fife.gov website regularly.

## Section 14 – Annual Review of Procurement Strategy

14.1 The Procurement Reform (Scotland) Act 2014 requires contracting authorities to review its procurement strategy annually. This report provides a mechanism to report on its review which is conducted to assess whether the procurement activity and priorities remain in alignment to the council's broader priorities. This and subsequent section shall be added to the existing strategy to acknowledge outcome of the review.

14.2 Previous years have included a review of the 2019-2024 Procurement Strategy, however as noted in Section 2 – Context, a refreshed [Procurement Strategy](#) for 2025-2030 has been approved and implemented. This took effect from 1<sup>st</sup> January 2025 and as such, the content was considered to remain current. However, further areas of note for consideration and reporting in 2025-26 Annual Procurement Report are as follows:

14.2.1 Guidance for public sector buyers on purchase of goods and services from Supported Businesses – published in April 2025. The Ministerial Foreword includes an encouragement of targeting at least 1% of overall procurement spend on supported businesses.

14.2.2 Fife Council has signed up to Social Enterprise Scotland's ["Buy Social Pledge"](#) (June 2025). The pledge commits to:

- Recognising Fair Work for All
- Environmental Impact for a Sustainable Tomorrow
- Supporting Social Enterprises
- Prompt Payment, Ethical Business
- Measuring Positive Impact

The commitments in the pledge are aligned to the existing Procurement Strategy in relation to 'Strategic Driver 1 – Community Wealth Building

incorporating Sustainable Procurement (Environmental, Economic Social and Ethical Considerations) as well as the [Public Procurement Strategy: 2023 to 2028](#) (Good for Society) and National Performance Framework.

14.3 Following publication of this report, the current Procurement Strategy shall be updated to reflect the above.

# Section 15 – Key Achievements and Progress on Strategy Delivery Plan

## 15.1 Context

15.1.1 Over the reporting period, over and above work associated with letting contracts (and other content reported already in this report (i.e. statutory content)), there has been significant complementary work undertaken as part of the corporate Procurement Strategy implementation. A 'Strategy Delivery Plan' has been created and is being implemented to monitor and report progress. Whilst this strategy delivery plan is a continued work in progress, a summary position is provided in Appendix 2. In addition to this, further areas of achievement have been noted in this section.

## 15.2 Scottish Public Procurement GO Awards

15.2.1 Fife Council were shortlisted as finalist entries for the [Scottish Procurement GO Awards](#) 2024/25. The entries were as follows:

- Collaborative Procurement Initiative Award (for Dunfermline Learning Campus, Net Zero)

- Procurement Team of the Year Award (for Environmental Considerations in Passenger Transport Service Contracts)
- Social Value Award – Local and Central Government (for Dunfermline Learning Campus).  
Fife Council [won the awards](#) for all of the above entries and **also received the overall winner of the event, with the Go Excellence Award.**





15.2.2 The winners from this event automatically qualified as shortlisted finalists for the UK National GO Awards 24/25 which took place in May 2025. From these entries, Fife Council were also [winners](#), receiving the Social Value Award – Government & Healthcare Organisations (Fife Council, Hub East Central Scotland & BAM Construction for Dunfermline Learning Campus). Fife Council were also 'Highly Commended' for the Sustainable Procurement Award (Fife Council, Hub East Central Scotland & BAM Construction for Dunfermline Learning Campus). This will also be reported in next year's Annual Report given the event took place in 25/26.

## 15.3 Customer Experience

15.3.1 Given the complex and varied nature of the procurement process, and in accordance with the Procurement Strategy (Strategic Driver 3 – Corporate Strategy, Development and Continuous Improvement of the Procurement Function), customer feedback is sought at the end of a procurement exercise. Summary results of this output can be found at the end of the Strategy Delivery Plan, Appendix 2. This highlights positive (and constructive) feedback with an average rating of over 4.5 out of 5 for each question posed.



# List of Appendices

Appendix 1A - Regulated Procurement Summary 24-25  
Appendix 1B - Community Benefits  
Appendix 1C - Future Regulated Procurements (Pipeline)  
Appendix 2 - Strategy Delivery Plan (Progress Update)  
Appendix 3 – Highlight Infographics  
Annex A - Scottish Government Statutory Return

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Note 1 - Framework Owners (key):

FC = Fife Council

SXL = Scotland Excel

SP = Scottish Procurement

CCS = Crown Commercial Services

**Category - Construction (Corporate Procurement)**

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
CM0048-02 Sub-Lot 4.3A	Supply of Paint and Sundries - Paint and Woodstain	Call-Off (Mini-Comp)	SXL	£ 80,517	£ 20,129	AkzoNobel (Dulux Trade)
CM0048-02 Sub-Lot 4.3B & 4.3C	Supply of Paint and Sundries - Stainaway Paint and Wallpaper	Call-Off (Mini-Comp)	SXL	£ 766,441	£ 191,610	Stark Building Materials UK Limited
CM0048-02 Sub-Lot 4.3D	Supply of Paint and Sundries - Painters Consumables	Call-Off (Mini-Comp)	SXL	£ 168,661	£ 42,165	Crown Paints Limited
CM0048-06	Supply of Timber Doors	Call-Off (Mini-Comp)	SXL	£ 1,468,000	£ 367,000	Stark Building Materials
CM0048-12	Construction Materials Framework	Direct Call-Off	SXL	£ 2,637,400	£ 659,350	Crown Paints Limited, Decco Limited, Stark Building Materials UK Limited, S.I.I.S Limited, Highland Industrial Supplies Limited, MGM Timber (Scotland) Limited, MKM Building Suppliers Limited, Wolseley UK Limited, City Plumbing Supplies Limited, William Wilson Ltd
CM0052	Tarvit Mill Composite Fencing	Direct Award	FC	£ 72,101	£ 72,101	Fencepoint Ltd
CW0082	Affordable Housing Elgin Street	Direct Call-Off	FC	£ 9,223,667	£ 9,223,667	Private Sector Developer (supplier name redacted whilst legal formalities being concluded)
CW0090-18	Affordable Housing Fraser Avenue	Direct Call-Off	FC	£ 10,247,078	£ 10,247,078	Private Sector Developer (supplier name redacted whilst legal formalities being concluded)
CM0038	Supply of Power Tools (Extension)	Direct Call-Off	SXL	£ 475,028	£ 118,757	Gibb & Beveridge (Engineering Agencies) Ltd
CW0022	The River Leven Restoration Projects (Roll-up)	Other	SXL	£ 1,600,000	£ 1,084,352	McGowan Environmental Engineering Ltd
CW0248	Half Hourly Electricity Meters	Open	FC	£ 67,000	£ 22,333	Scottish Power Dataserve
CW0090-4	Site Security (modification)	Other	FC	£ 261,977	£ 261,977	Orbis Protect Ltd
CW0262	Parkview High Rise External Wall Insultation and Roofing	Call-Off (Mini-Comp)	SXL	£ 1,024,528	£ 1,024,528	A.C. Whyte & Co. Ltd.
CW0284	Fife Schools PPP Handover	Other	Other	£ 300,000	£ 100,000	Hub East Central Scotland
CM0013	Supply and Delivery of Bitumen (Modification)	Direct Call-Off	SXL	£ 102,890	£ 25,723	Colas Ltd , Jobling Purser
CW0240	Biomass Boiler Operation, Maintenance and Fuel Supply	Open	FC	£ 8,075,271	£ 1,345,879	Alternative Heat Limited
CW0090-11	Affordable Housing Cairneyhill	Direct Award	FC	£ 4,049,742	£ 4,049,742	Private Sector Developer (supplier name redacted whilst legal formalities being concluded)
11806	Vacant Property Management	Open	FC	£ 872,000	£ 218,000	Orbis Protect Limited

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
CW0219-1	Community Trade Hub & Church	Open	FC	£ 15,950	£ 15,950	Ritchie Dagen & Allan Ltd T/A RDA Architects
CW0219-2	Buckhaven Theatre	Open	FC	£ 19,945	£ 19,945	Nicoll Russell Studios Ltd
CW0219-3	Public Realm Improvements	Open	FC	£ 27,500	£ 27,500	Ironside Farrar
TW0016	Drone Surveys for Inspection Bridges and Structures	Open	FC	£ 520,000	£ 130,000	UAV 365 Ltd, Land Scope Ltd
CW0238	Stage Lighting Repairs & Maintenance	Open	FC	£ 771,001	£ 192,750	Adlib Audio Limited
CW0118	River Leven Restoration Project (RIBA 4 to 6) (modification)	Direct Call-Off	SXL	£ 349,000	£ 174,500	RSK Environment Ltd
CM0026	Supply of Ladders	Open	FC	£ 91,429	£ 22,857	Clow Group Ltd
CM0050-1	Supply of Lanterns LED	Call-Off (Mini-Comp)	Other	£ 805,846	£ 805,846	Orangetek Limited
CW0259	Dunfermline and Rosyth Energy Plan	Call-Off (Mini-Comp)	CCS	£ 111,909	£ 111,909	Ramboll UK Ltd
CW0263	Festive Light Fife Wide	Direct Award	FC	£ 54,234	£ 54,234	Blachere Illumination UK Ltd
11504	Supply of Ladders (Extension)	Open	FC	£ 3,500	£ 3,500	Clow Group Ltd
CFM0048-11	Supply of Electrical Materials for Cowdenbeath Leisure Centre	Call-Off (Mini-Comp)	SXL	£ 167,080	£ 167,080	YESSS (A) Electrical Ltd
CFM0226	Supply, Installation, Servicing and Maintenance of Straight and Curved Stair Lifts	Open	Other	£ 2,933,198	£ 733,300	Advanced Stairlifts
CW0251	Supply and Installation Air Source Heat Pumps at St Leonards PS	Call-Off (Mini-Comp)	SXL	£ 535,871	£ 535,871	Alternative Heat Ltd.
CW0252	Supply and Installation Air Source Heat Pumps at 3 Primary Schools	Call-Off (Mini-Comp)	SXL	£ 843,780	£ 843,780	Alternative Heat Ltd.
12143	Servicing Heat Recovery Units (Extension)	Open	FC	£ 96,605	£ 96,605	Lovats Catering Engineering Services Ltd
LUSI0115	Street Cleansing Solution (Extension)	Direct Call-Off	CCS	£ 39,090	£ 19,545	Whitespace Work Software Ltd
CW0090-2	Affordable Housing Strathkinnes	Other	FC	£ 6,136,484	£ 6,136,484	Springfield Properties PLC
CM0031	Servicing, Maintenance & Repair of Laser Equipment (Extension)	Other	FC	£ 9,166	£ 9,166	CO2 Laser Repairs Ltd
CW0221	Supply of Electricity	Direct Call-Off	SP	£ 90,637,884	£ 18,127,577	EDF Energy Limited
CW0234	Water and Waste Water	Direct Call-Off	SP	£ 12,000,686	£ 3,000,172	Scottish Water Business Stream Limited
CW0077	Bathroom Replacement (Extension)	Open	FC	£ 5,000,000	£ 2,500,000	Mctear Contracts Ltd
CW0229	Templehall Community Centre	Direct Call-Off	Other	£ 15,000,000	£ 7,650,000	BAM Construction Ltd
CW0232	Timber Preservation & Woodrot Framework	Open	FC	£ 298,800	£ 747,000	Richardson & Starling, Timberwise
CW0220	Energy Efficiency Advice and Support	Call-Off (Mini-Comp)	SXL	£ 474,000	£ 237,000	Changeworks Resources for Life
CW0156	Automatic and Roller Door Service and Maintenance Framework	Open	FC	£ 1,180,000	£ 295,000	G & A Barnie Group Limited, Aon Door Services, Geze UK Limited, William Dickson Blinds and Shutters Limited
CM0025	Plumbing & Heating Materials Direct Call Off	Call-Off (Mini-Comp)	SXL	£ 10,900,000	£ 2,725,000	City Plumbing Supplies, William Wilson, Wolseley UK Limited

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
CW0176	Monitoring Services for Water Quality Management (including Legionella)	Call-Off (Mini-Comp)	Other	£ 1,287,437	£ 257,487	Rock Compliance
CW0088	Engineering and Technical Consultancy Framework (Roll-up)	Call-Off (Mini-Comp)	SXL	£ 149,740	£ 149,740	AMEY OW Ltd, AtkinsRealis UK Limited, Jacobs UK Ltd, Stantec UK Ltd, Systra Ltd
CW0147	Supply, Installation and Commissioning for CCTV centralised solution CCTV Hub and Door Access Systems for Housing	Direct Call-Off	CCS	£ 342,273	£ 68,455	North SV Limited
CW0165	Timber Preservation & Rot Treatment for Domestic & Non-Domestic Properties (Extension)	Direct Award	FC	£ 124,500	£ 124,500	Richardson & Starling
CM0030	Supply of Kitchen Materials (Extension)	Other	SXL	£ 981,404	£ 981,404	Joinery & Timber Creations Ltd (JTC) CIS
CW0043	Civil & Structural Engineering Consultancy (Roll-up)	Open	FC	£ 79,227	£ 79,227	Allen Gordon LLP, Kiloh Associates, Christie Gillespie Consulting Engineers Ltd, Clyde Design Partnership Ltd, Harley Haddow Partnership
CW0133	Roofing Framework Lot 3, Flat Roof Repairs and Maintenance, & Lot 4, Flat Roof Replacements	Restricted	FC	£ 3,811,708	£ 952,927	Aspire Membranes Limited, Kingdom Maintenance (Fife) Limited, SG & Sons Roofing LLP, Amber Roofing Limited
CM0015-002	Tourism Signage Forth Bridges Area Phase 4 & 5	Open	FC	£ 151,981	£ 37,995	The Paul Hogarth Company Limited
<b>Contract count: 53</b>				<b>£ 197,443,529</b>	<b>£ 77,108,696</b>	

**Category - Construction (Delegated Procurement Authority)**

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
CW0149 (P081402)	Servicing & Repair of Air Conditioning, Air Handling Unit and Chillers (Extension)	Open	FC	£ 1,656,788	£ 276,131	Lovats Group Limited
CW0090-1	Affordable Housing Kinghorn	Direct Award	FC	£ 4,812,087	£ 4,812,087	Glenesk Homes Ltd
CW0090-14	Affordable Housing Milesmark	Direct Award	FC	£ 2,547,000	£ 2,547,000	Dundas Building Co Ltd
CW0272	Service, Repairs and Maintenance of CCTV	Direct Award	FC	£ 483,000	£ 241,500	North SV Limited
P996002	Maintenance and Repairs to Commercial Heating	Direct Award	FC	£ 677,000	£ 1,354,000	NG Bailey Facilities Services Limited
CW0111	Below Ground Drainage Framework (Extension)	Open	FC	£ 419,055	£ 419,055	Braehead Engineering Ltd, Ipsum Water, Metro Rod Ltd
CW0271	Hub East Central Strategic Services (Overarching Strategy)	Direct Call-Off	Other	£ 1,316,000	£ 329,000	Hub East Central Scotland
CW0088-25	Ballingry Surface Water Management Plan	Call-Off (Mini-Comp)	SXL	£ 44,979	£ 44,979	Jermy Benn Associated Ltd
CW0090-6	Affordable Housing Aberdour	Direct Award	FC	£ 4,818,687	£ 4,818,687	Cala Homes East Ltd

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
CW0243	Internal & External Painting & Plastering to Domestic & Commercial Properties	Restricted	FC	£ 6,000,000	£ 1,500,000	Decorous Painting Contractors, Bell Group, Trident Maintenance Services Ltd
12116	Painting & Decorating Framework (Extension/Modification)	Open	FC	£ 414,482	£ 414,482	Bell Group Limited
CW0088-23	Rosyth Surface Water Management Plan	Call-Off (Mini-Comp)	SXL	£ 49,974	£ 49,974	Jeremy Benn Associates Ltd (trading as JBA Consulting)
CW0094	Glazing Replacement Works (Extension)	Open	FC	£ 800,000	£ 400,000	Cruickshank Glaziers Limited
CW0088-22	Leven Promenade Feasibility	Direct Call-Off	SXL	£ 53,889	£ 53,889	Aecom Limited
CW0201	Mountfleurie Active Travel Bridge	Other	FC	£ 5,411,146	£ 5,411,146	Network Rail
CW0088-18	Den Burn Bridge (Professional Services CW0088)	Call-Off (Mini-Comp)	SXL	£ 283,798	£ 283,798	Amey OW Ltd
CW0088-19	Structural Services - Professional Service Support (SEL24.01)CW0088)	Direct Award	SXL	£ 131,825	£ 131,825	WSP UK Limited
CW0088-20	Kinness Burn Flood Study Update	Call-Off (Mini-Comp)	SXL	£ 44,636	£ 44,636	AECOM Ltd
CW0088-21	Lady Burn Flood Study Update	Call-Off (Mini-Comp)	SXL	£ 67,187	£ 67,187	AECOM Ltd
CW0237	External Wall Insulation Works at Swan and Memorial Court, Methil	Open	FC	£ 2,119,088	£ 2,119,088	Hugh LS McConnell
CW0030	Floorcoverings - Replacement and Lifting/Relaying, Fife Wide (Extension)	Open	FC	£ 2,818,408	£ 1,409,204	Kirkton Flooring Limited, Bell Group Ltd, Smith Brothers Marine Ltd
CM0006-1	Windows & Doors (Extension)	Open	FC	£ 875,000	£ 175,000	Martec
CW0230	Air Source Heat Pump for St Andrews HS and Water Source Heat Pump for Beacon LS	Call-Off (Mini-Comp)	SXL	£ 2,439,303	£ 2,439,303	Alternative Heat Limited
TW0010	In-Stu Road Recycling	Direct Award	FC	£ 1,790,962	£ 1,790,962	Stabilised Pavements Limited
CW0088-6	North Queensferry Town Pier Repair Study (Roll-up)	Call-Off (Mini-Comp)	SXL	£ 149,874	£ 149,874	Royal Haskoning DHV UK Limited
<b>Contract count: 25</b>				<b>£ 40,224,168</b>	<b>£ 31,282,807</b>	

## Category - Corporate/Facilities Management

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value	Contractor
10912	Lone and Remote Working Solution (Extension)	Open	FC	£ 196,462	£ 196,462	Lone Worker Solutions Limited
CFM0006	Provision of Employee Counselling and Physiotherapy (Extension)	Direct Call-Off	FC	£ 321,383	£ 60,000	People Asset Management Ltd, Health is One
CFM0007	Provision of Occupational Health (Extension)	Call-Off (Mini-Comp)	Other	£ 842,996	£ 300,000	People Asset Management Ltd
CFM0032	Personal Protective Equipment (PPE) (Extension)	Direct Call-Off	SXL	£ 500,000	£ 500,000	Arco, Bunzl, Stax, Engineering Agencies, Lion Safety, Scott Direct

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
CFM0128	Medical Aids	Open	FC	£ 6,800,000	£ 1,700,000	Arjo UK Ltd, Allardyce Health Care Ltd, Care and Independence Ltd, Careflex Ltd, Daytot Ltd, Drive Devilbliss Sidhill Ltd, Enable Access Ltd, Essential Healthcare Solutions, Etac Ltd, Evolution Healthcare Limited, Frontier Therapeutics Limited, Invacare Ltd, Lanham Health Limited, Lisclare Limited, MBM Healthcare Fife Ltd, H&M Health & Mobility
CFM0260	Visualfiles (Extension)	Direct Award	FC	£ 74,600	£ 13,313	LexisNexis
CFM0261	Transforming Learning - Education Pupil 121 Devices	Direct Call-Off	FC	£ 50,339,000	£ 5,033,900	XMA Ltd
CFM0295	Oracle University (Extension)	Direct Award	FC	£ 83,780	£ 41,890	Oracle Corporation UK Ltd
CFM0334	Sheriff Officer & Debt Collection Service	Direct Award	SXL	£ 87,102	£ 65,000	Alex M Adamson, Scott & Co, Walker Love
CFM0355	Oracle Premier Support	Direct Call-Off	Other	£ 165,284	£ 165,284	Oracle Corporation UK Ltd
CFM0377	Oracle Fusion Data Intelligence	Direct Call-Off	CCS	£ 178,378	£ 178,378	Oracle Corporation UK Ltd
CFM0042	Specialised Paper and Wide Format Media (Extension)	Open	FC	£ 300,000	£ 100,000	Clyde Paper & Print, Premier Paper Group
CFM0316	Supply of Civic Supplies	Direct Call-Off	FC	£ 200,000	£ 50,000	Tennent Caledonian Breweries Wholesale Limited
CFM0344	Office 365 Backup	Direct Award	FC	£ 81,680	£ 27,000	Phoenix Software
CFM0354	Alchemy Cloudhouse	Direct Call-Off	SP	£ 72,000	£ 36,000	Computacenter UK Ltd
CFM0371	Matrix SLA: Refurbishment and Hygienic Cleaning of Medical Aids	Direct Call-Off	FC	£ 175,000	£ 175,000	Matrix Fife
CFM0014	Consultancy Framework (Extension)	Open	FC	£ 1,875,000	£ -	CGI UK Limited, Hylman, 4Consulting Limited, Albion Environmental Limited, Direct Ecology Ltd, JBA Consulting, APEM Limited, WSP UK Limited, SWECO UK Limited, Ironside Farrar Limited, ECUS Limited, SLR Consulting Limited, Creative Business Solutions, FRP Advisory Group Plc, Momentum 4 Ltd, Pricewaterhouse Coopers LLP, On Axis Ltd, Clarity Consulting Associates Ltd, Arneil Johnston Limited, Northstar Consulting and Research Ltd, Nathaniel Lichfield & Partners Limited, Stirling Enterprise Park Limited, Space Solutions (Scotland) Limited, Gunn Stewart Solutions Ltd, Graham + Sibbald Partnership LLP, Montague Evans LLP, Ryden LLP, DM Hall LLP, FDM Group Limited, Ultima Business Solutions Ltd, PDMS, Quorum Limited
CFM0363	Autodesk Subscription	Call-Off (Mini-Comp)	FC	£ 338,000	£ 112,667	Phoenix Software Ltd
10894	Wide Area Network (Extension)	Open	FC	£ 7,000,295	£ 700,029	MLL Telecom Limited
CFM0379	Oracle - Gen 1 to Gen 2 upgrade	Direct Award	FC	£ 128,485	£ 128,485	Mastek Systems Company Ltd
CFM0189	Printing of Blue Badges	Direct Call-Off	CCS	£ 50,000	£ 25,000	Allied Publicity Services (Manchester) Limited
CFM0352	Supply of Squiz DXP	Direct Call-Off	Other	£ 238,800	£ 119,400	Boxxe
CFM0011	Domestic Furniture and Furnishings (Extension)	Call-Off (Mini-Comp)	SXL	£ 4,070,313	£ 4,070,313	CF Services , The Furnishing Service, Castle Furniture Ltd, Furniture Plus Ltd
CFM0091	Business Travel Service (Extension)	Direct Award	FC	£ 8,277	£ 8,277	DP & L Travel Limited
CFM0374	Supply of Faethm Insights Report	Direct Call-Off	CCS	£ 89,994	£ 89,994	CGI IT UK Limited

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
CFM0285	Modern Apprentice & Traineeship Training Delivery	Direct Award	FC	£ 300,000	£ 100,000	Fife College
CFM0335	Cashless Parking Solution	Direct Call-Off	FC	£ 540,000	£ 135,000	RingGo Ltd
CFM0036	Provision of a funeral and undertaking service (Extension)	Open	FC	£ 53,450	£ 53,450	Stewart Funeral Directors Ltd
CFM0262	Provision of Metal Storage	Open	FC	£ 78,144	£ 19,000	Flexiform Business Furniture Ltd
CFM0320	Pentana Risk Management System	Direct Award	CCS	£ 34,000	£ 17,000	Ideagen
CFM0322	Online Learning Content	Direct Call-Off	CCS	£ 263,384	£ 65,846	Access Group
CFM0021	Provision of Treasury Support	Direct Call-Off	Other	£ 175,350	£ 16,800	The Link Group
CFM0315	Catering Management Solution	Direct Call-Off	Other	£ 75,000	£ 15,000	Smartt Software Limited
CFM0333	Technology Enabled care (Just Checking and Just Roaming)	Direct Award	FC	£ 300,000	£ 256,800	Just Checking Ltd
CFM0322	Oracle Guided Learning	Direct Award	FC	£ 212,000	£ 106,000	Oracle Corporation UK Ltd
CFM0257	Public Space CCTV	Direct Call-Off	CCS	£ 1,498,083	£ 299,617	North SV Ltd
CFM0268	Community Alarms Hardware	Call-Off (Mini-Comp)	SXL	£ 5,161,725	£ 1,032,345	Chubb Fire & Security Ltd, Chiptech International Ltd
CFM0314	WorkIT	Direct Award	FC	£ 274,172	£ 68,105	Gateway Shared Services (Glasgow City Council)
CFM0351	Verint Support	Direct Call-Off	Other	£ 888,350	£ 177,670	Boxxe Ltd
CFM0328	Scottish Welfare Fund Claims Processing	Direct Call-Off	CCS	£ 201,600	£ 50,400	NEC Software Solutions (UK) Ltd
CFM0327	iPad Mobile Device Management	Direct Call-Off	SP	£ 7,905	£ 7,905	XMA Ltd
CFM0338	Information Handling System	Direct Award	FC	£ 73,000	£ 73,000	Accuris/Allium
CFM0068	Translation and Interpretation Services (Documented Translations - Machine Generated) (Extension)	Direct Call-Off	CCS	£ 100	£ 100	Amazon Web Services (AWS)
CFM0214	Electronic Payment Services(Extension)	Direct Call-Off	Other	£ 113,768	£ 113,768	Allpay Ltd
CFM0312	Compliance Document Management System	Direct Award	FC	£ 122,576	£ 61,288	The Compliance Workbook Ltd
CFM0003	Business Support - Fife Renewables Innovation Centre (Extension/Modification)	Restricted	FC	£ 55,800	£ 27,900	Balcombe Business Services
CFM0332	Oracle Implementation Services	Direct Call-Off	CCS	£ 314,749	£ 314,749	Oracle Corporation Ltd
CFM0211	Road AI (Extension)	Direct Call-Off	CCS	£ 49,205	£ 49,205	Vaisala Ltd
CFM0307	Supply and Repair to Rollerboards, Drywipeboards and Noticeboards	Open	FC	£ 168,000	£ 42,000	Spaceright Europe Ltd
CFM0324	Electronic Fuel Payments	Direct Call-Off	Other	£ 50,000	£ 25,000	Paypoint Network Ltd
CFM0046	Business Engagement Executive for DYW Fife (Extension)	Direct Award	FC	£ 37,663	£ 37,663	Fife Chamber of Commerce & Enterprise Ltd
CFM0311	Housing System Implementation Support	Open	FC	£ 127,680	£ 63,840	Scott Crowley Consulting Limited
CFM0236	Building Standards Online Learning Management System (customer novation)	Other	FC	£ 102,189	£ 34,063	Learning Pool Limited
12153	Waste Management System (Extension)	Open	FC	£ 52,794	£ 26,397	VWS Software Solutions
CFM0277	Supply and Maintenance of Water Coolers	Direct Call-Off	SXL	£ 60,000	£ 60,000	Culligan UK Limited
CFM0313	Recruitment Advertising & Public Notices	Direct Call-Off	SXL	£ 260,000	£ 65,000	Penna Plc



Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
CFM0325	Supply of Fresh Fruit and Vegetables	Direct Call-Off	SXL	£ 2,500,000	£ 612,500	George Carruthers and Sons Limited
CFM0274	Weather Bureau Services	Direct Call-Off	Other	£ 190,637	£ 38,127	Vaisala Ltd
CFM0304	Place App for Tourism	Direct Call-Off	SP	£ 112,483	£ 28,121	Computacenter (UK) Limited, Metdesk Ltd
10952	Digital Performance Support Tool (Extension)	Direct Call-Off	Other	£ 17,590	£ 17,590	Mind Tools
12069	Corporate eLearning Content (Extension)	Direct Call-Off	Other	£ 16,963	£ 16,963	Learning Nexus Ltd
CFM0300	Total Mobile	Direct Award	FC	£ 3,035,073	£ 433,582	Totalmobile Limited
CFM0205	Oracle Support	Direct Call-Off	CCS	£ 76,000	£ 38,000	Mastek Systems Company Ltd
CFM0066	Estate Management Services (Extension)	Direct Call-Off	CCS	£ 105,498	£ 105,498	Avison Young (UK) Limited, Knight Frank, Montagu Evans, Savills, Valuation Office Agency
12376	Supply and installation of external ramps (Extension)	Open	FC	£ 650,000	£ 650,000	Garvock Services Limited
CFM0063	Provision of Storage and Removals (Extension)	Open	FC	£ 102,450	£ 102,450	AMC Removals UK
CFM0081	Supply of Fresh and Cooked Meats	Direct Call-Off	SXL	£ 542,519	£ 542,519	Campbell Brothers Limited
CFM0002	Provision of Legal Services (Extension)	Other	FC	£ 317,000	£ 317,000	Harper Macleod LLP
CFM0064	Supply of Catering Disposables (Extension)	Direct Call-Off	SXL	£ 200,000	£ 200,000	Alliance Disposables Ltd
CFM0141	Supply of Community Meals	Direct Call-Off	SXL	£ 2,511,834	£ 627,959	Apetito
CFM0194	Swimming Pool Chemicals	Direct Call-Off	Other	£ 300,000	£ 75,000	Brenntag UK Ltd
CFM0206	Assessors Solution	Direct Call-Off	Other	£ 510,401	£ 72,914	Boxxe
LUSI0052B	Small Plant and Tool (Extension)	Other	CCS	£ 43,960	£ 21,980	Creative Software Solutions (Europe) Limited
CFM0024	Professional Development Award (PDA) in Housing Law Advice (Extension)	Call-Off (Mini-Comp)	FC	£ 41,800	£ 20,900	Shelter Scotland
CFM0255	Electoral Management System	Direct Call-Off	FC	£ 1,506,827	£ 188,353	Democracy Counts
LUSI097	Low Income Family Tracker (Extension)	Direct Call-Off	CCS	£ 81,998	£ 40,999	Policy in Practice Limited
CFM0099	Recruitment Advertising and Public Notices (Extension)	Direct Call-Off	SP	£ 120,000	£ 40,000	TMP Limited
CFM0221	Mobile Connectivity Services	Direct Call-Off	SP	£ 262,836	£ 65,709	Vodafone
CFM0252	Promaster to Cloud	Direct Call-Off	CCS	£ 118,000	£ 52,000	MRI Software Limited
12155	DPS Education Training and Mentoring (Roll-up)	Open	FC	£ 608,031	£ 608,031	Alex McAra HGV Training, Calm Training Ltd, Camilla Training Aspects Ltd, Community Trade Hub Ltd, DMH Assessment Service, Dundee & Angus College, Edinburgh College, Elite Training and Consultancy, Fife College, Fife Council, Fife Group (Scotland) Ltd, Fife Rape & Sexual Assault Centre, Glasgow Clyde College, GrowBiz Scotland, Mines Rescue Services Ltd , QA Limited, Ray Farley, Peripatetic Assessor, Safer Futures Ltd, Sally Wassell, Shelter (Scotland), St Andrews Management Centre, The Aim Project, The Open University, Training for Care, University of Dundee, West Lothian College
CFM0290	SolarWinds Licence, Support and Maintenance	Direct Call-Off	SP	£ 84,187	£ 28,062	Computacenter UK Ltd
CFM0297	Supply of Didbook/Progress	Direct Award	FC	£ 486,000	£ 97,200	Sequential
11032/SXL 102	Digital Publications and Services (Roll-up)	Direct Call-Off	SXL	£ 65,411	£ 65,411	OverDrive Inc, Bolinda UK
CFM0064	Catering Disposables (Roll-up)	Direct Call-Off	SXL	£ 19,634	£ 19,634	Alliance Disposables



Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
CFM0066	Estate Management Services (Roll-up)	Direct Call-Off	CCS	£ 160,820	£ 160,820	Avison Young, Knight Frank, Montagu Evans, Savills, Valuation Office Agency
CFM0100	Media Services (Roll-up)	Direct Call-Off	SP	£ 26,502	£ 26,502	Precise Media Monitoring Ltd, Internet Creation
CFM0131	Commercial Catering Equipment (Roll-up)	Direct Call-Off	SXL	£ 68,398	£ 68,398	Lovat's Catering Engineering Services Limited
CFM0175	Presentation and Audio Visual Equipment (Roll-up)	Direct Call-Off	SXL	£ 302,957	£ 302,957	AVMI Impact, SSUK, Irruptus, Mediascape
CFM0179	Print Services (Roll-up)	Direct Call-Off	SP	£ 23,915	£ 23,915	Barr Printers, J Thomson Colour Printers Ltd, Harlow Printing, Sterling Press Limited, Pandaprint, Mackay & Inglis Limited, MBM Print SCS Ltd, McAllister Litho Glasgow Ltd, Streamline Corporate, The Evolve Group, Winter & Simpson Ltd
10626	House Clearance, Cleaning & Associated Services (Extension)	Other	FC	£ 2,600,000	£ 1,300,000	Orbis Protect Ltd
CFM0039	Provision of project management resource with specialist knowledge of offshore wind structures (Extension)	Direct Award	FC	£ 47,700	£ 47,700	Scottish Engineering
CFM0068	Provision of Machine-Generated Translations	Direct Call-Off	Other	£ 520,000	£ 130,000	Amazon Web Services (AWS), Global Connection Scotland Ltd, Global Language Services Ltd, DA Languages Ltd
CFM0070	Gym Equipment Maintenance (Roll-up)	Direct Call-Off	Other	£ 74,768	£ 74,768	ServiceSport (UK) Ltd, Sportsafe UK Ltd
CFM0108	Cleaning Equipment (Roll-up)	Direct Call-Off	SXL	£ 439,681	£ 439,681	Alliance Disposables Ltd, GT Cleaning Machines, Nilfisk Advance Ltd, Powerwasher Services Ltd, Truvox International Ltd, Unico Direct
CFM0118	Fitness Equipment (Roll-up)	Direct Call-Off	Other	£ 240,000	£ 16,400	Origin Fitness Ltd
CFM0209	Housing Service Customer Satisfaction Survey	Open	FC	£ 79,600	£ 26,530	Knowledge Partnership
11506	Electronic Payment Solutions (Extension)	Call-Off (Mini-Comp)	CCS	£ 273,867	£ 273,867	Allpay Ltd
11954	Cash in Transit (Extension)	Call-Off (Mini-Comp)	SXL	£ 81,222	£ 81,222	G4S Cash Solutions (UK) Ltd
CFM0050	Supply of Fresh Fish (Extension)	Open	FC	£ 114,365	£ 57,182	G & J Wilson
CFM0208	Postal Services	Direct Call-Off	CCS	£ 2,304,000	£ 48,000	Whistl UK Ltd
CFM0051	Provision of Education and Office Furniture (Roll-up)	Call-Off (Mini-Comp)	SXL	£ 276,552	£ 276,552	Active Office Scotland Ltd, Azzurro Ltd, Claremont Office Furniture Ltd, Community Playthings, Hope Education, Langstane Press Ltd, McLaughlin & Harvey Ltd., Morleys (Bicester) Ltd, Sharp Business Systems UK Plc, Spaces Taylored Ltd, Yorkshire Purchasing Organisation
11833	Supply of Timber to Educational Establishments (Roll-up)	Call-Off (Mini-Comp)	SXL	£ 35,456	£ 35,456	Buildbase/ Grafton (Huws Gray), Jewson Limited, MGM Timber, National Timber Group Scotland Ltd, St Andrews Timber & Building Supplies Ltd
CFM0245	Oracle Guided Learning	Direct Award	FC	£ 117,603	£ 117,603	Oracle Corporation UK Ltd
CFM0271	Bustracker Real Time Information Displays (Roll-up)	Direct Call-Off	Other	£ 348,824	£ 116,275	Journeo PLC
CFM0295	Oracle University	Direct Award	FC	£ 41,890	£ 41,890	Oracle Corporation UK Ltd
CFM0144	Merchant Services (Extension)	Direct Call-Off	CCS	£ 57,000	£ 57,000	Worldpay (UK) Ltd
CFM0251	Managed Security Operations Centre	Direct Call-Off	CCS	£ 396,000	£ 198,000	Quorum UK Ltd

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
LUSI0052	COMIS Replacement - Civica TF Cloud	Other	FC	£ 890,758	£ 85,586	Oracle Corporation UK Limited
<b>Contract count: 108</b>				<b>£ 110,016,524</b>	<b>£ 26,444,106</b>	

## Category - Fleet/Environment

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
12500	Vehicle Conversions (Extension)	Call-Off (Mini-Comp)	CCS	£ 1,547,393	£ 250,000	Bott Ltd
EF0025	Vehicle Parts (Extension & Roll-up)	Direct Call-Off	SXL	£ 1,059,880	£ 1,059,880	AM Phillip, Dennis Eagle, Fleet Factors Ltd, Arnold Clark Automobiles, Volvo Truck & Bus, DAF Trucks (Lothian DAF)
EF0025	Vehicle Parts (Extension)	Call-Off (Mini-Comp)	SXL	£ 1,360,000	£ 340,000	Dingbro Ltd
EF0038	Vehicle Purchase (Roll-up)	Direct Call-Off	CCS	£ 5,538,483	£ 2,769,242	Western Nissan Motor Group, MAN Truck & Bus, A M Phillip Trucktech Limited
EF0038-08	Purchase of Skoda Cars	Direct Call-Off	CCS	£ 176,170	£ 176,170	Skoda UK
EF0038-10	Purchase of FIAT Vans	Direct Call-Off	CCS	£ 719,710	£ 719,710	AM Phillip Trucktech Ltd
EF0038-11	Iveco eDaily Dropside Pickup	Direct Call-Off	SXL	£ 57,253	£ 57,253	AM Phillip Trucktech Limited
EF0038-12	Purchase of various vans	Direct Call-Off	CCS	£ 1,566,896	£ 1,566,896	MAN Truck and Bus
EF0038-13	Purchase & Supply of Iveco Vehicles	Direct Call-Off	CCS	£ 160,694	£ 160,694	AM Phillip Trucktech Ltd
EF0039	Heavy and Municipal Vehicles (Roll-up)	Call-Off (Mini-Comp)	SXL	£ 7,623,039	£ 7,623,039	Farid Hillend Engineering, Dennis Eagle Ltd
EF0039-03	Compact Sweepers	Direct Call-Off	SXL	£ 379,242	£ 379,242	Multevo Limited
EF0039-04	Purchase & Supply of 7.5t Goods Vehicle with Box Body & Tail Lift	Call-Off (Mini-Comp)	SXL	£ 69,665	£ 69,665	Lothian DAF
EF0039-05	Purchase and Supply of Hot Boxes	Direct Call-Off	SXL	£ 214,416	£ 214,416	Econ Engineering Ltd
EF0045	Tyres for Vehicles and Plant (Roll-up)	Direct Call-Off		£ 1,337,573	£ 668,787	McConechy's Tyre Service Limited
EF0062-03	Purchase and Supply of backhoe loaders	Direct Call-Off	SXL	£ 293,530	£ 275,000	Scot JCB Ltd
EF0062-04	Purchase of tractors for grounds maintenance	Direct Call-Off	SXL	£ 876,330	£ 876,330	Hamilton Bros (Engineering) Ltd
EF0052	Vehicle Plant Hire (Roll-up)	Call-Off (Mini-Comp)	SXL	£ 2,570,538	£ 2,570,538	ACL Hire Limited , Arnold Clark Finance, Peter Vardy, Northgate Vehicle Hire, Riverside Truck Rental, McNicoll Vehicle Hire Ltd, Dawson Group, VMS (Fleet Management Ltd), Multevo Ltd, J P Rentals, Nationwide Platforms, Econ Engineering
EF0062-02	Purchase of Ride-On Mowers	Direct Call-Off	SXL	£ 484,330	£ 484,330	Fairways GM Ltd
EF0062-06	Purchase and supply of Telehandler	Direct Call-Off	SXL	£ 92,750	£ 92,750	Scot JCB Limited
EF0063	Purchase of Welfare Buses for DRT	Call-Off (Mini-Comp)	Other	£ 497,447	£ 497,447	Stanford Coachworks Ltd

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
EF0073	Framework agreement for the provision of auction services (all income - returned to capital fund)	Open	FC			Wilsons Auctions, Commercial Vehicle Auctions Limited, John Pye & Sons
EF0074	Hire, Relocation and Purchase of Welfare and Secure Stores	Open	FC	£ 5,026,221	£ 1,256,555	Wernick Hire Ltd, Sibcas (CIS) Ltd
EF0079	Grounds Maintenance in Glenrothes North Area	Open	FC	£ 1,746,868	£ 291,144	T & N Gilmartin (Contractors) Ltd
EF0083	Winter Maintenance Provision	Open	FC	£ 94,945	£ 23,736	Idverde Ltd
EF0084	Air Quality Management Provision	Open	FC	£ 148,568	£ 37,142	Enviro Technology Services Ltd, Ricardo AEA Ltd
EF0085	Gully Tankers	Direct Call-Off	Other	£ 405,734	£ 405,734	Bucher Municipal
EF0089	Supply of Bulbs	Direct Award	FC	£ 69,994	£ 69,994	Lubbe & Sons (Bulbs) Ltd
EF0091	Summer Bedding Plants 2025	Direct Award	FC	£ 61,500	£ 61,500	Pentland Plants
EF0095	Hire of a 26 ton Tipper	Direct Call-Off	CCS	£ 52,664	£ 52,664	ND Brown Ltd
EF0096	Purchase of Leased Vehicles	Direct Award	FC	£ 88,901	£ 88,901	Car Hire (Day of Swansea) Ltd
<b>Contract count: 31</b>				<b>£ 34,320,735</b>	<b>£ 23,138,758</b>	

## Category - Social Care/Education

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
SC0042	Day Care - Cereoligy (Extension)	Direct Award	FC	£ 612,362	£ 204,121	Careoligy Ltd
SC0029	Tailabout Core and Cluster Flats (Award/Extension/Modification)	Direct Award	FC	£ 277,883	£ 277,883	Kingdom Support and Care CIC
SC0052	Cupar Core & Cluster (Tailabout) Service	Open	FC	£ 3,423,650	£ 684,730	The Richmond Fellowship Scotland
SC0057	Short Break Services for Adults (Extension)	Direct Award	FC	£ 560,000	£ 157,745	Leuchie House (MS Society)
SC0026	Flexible Framework for the Provision of Supported Living for Adults and Older People	Restricted	FC	£ 92,236,960	£ 23,059,240	Capability Scotland, Cogent Healthcare Ltd, Constance Care Limited, Enable Scotland, Hierarchy Support Services, Hillcrest Future, Integrity Social Care Solutions, JC Michael Groups Ltd, Kenylink Services Ltd, Leonard Cheshire Disability, LinkLiving Ltd, Living Ambitions Ltd, P4C Healthcare Ltd, Penumbra, Quarries, Real Life Options, Scottish Association for Mental Health, Scottish Autism, Sense Scotland, Support and Social Care Network Ltd, Tanshe Limited, Tayem Care Service Ltd, The Richmond Fellowship Scotland, Thistle Care Solutions Ltd, With You
SC0056	Provision of a Short Breaks Service (Extension)	Direct Award	FC	£ 1,383,243	£ 346,976	Inspired Breaks Ltd
SC0063	Sawers Close Care and Support Service	Direct Award	FC	£ 3,661,215	£ 732,243	Quarries
SC0064	Supply & Delivery of Musical Instruments	Call-Off (Mini-Comp)	SXL	£ 270,000	£ 90,000	Band Supplies Scotland
10441	Provision of Childcare for 2, 3 and 4 year olds (Extension)	Open	FC	£ 11,744,436	£ 11,744,436	Various - from childminders who are sole traders, to nurseries which are small/medium/large organisations.

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
						1st Homecare, Eidyn Care (Fife) Ltd, ARK Ltd, Avenue Care Services, Balmoral Homecare Ltd, Blue Star St Andrews Ltd, Care1 Professional Services Ltd, Cera Care Operations Scotland Ltd, Constance Care Limited, Excel Care Pvt Ltd, Gentle Hands Healthcare Limited, Gibson Training and Care Ltd, Heart Link Health Care Services Ltd, Integrity Social Care Solutions, ION Care and Support Services, J.C Michael Groups Ltd, Kenylink Services Ltd, Kingdom Support and Care CIC, LinkLiving Ltd, Love@care Ltd, Mitchell & Murdoch Care Ltd, Oran Homecare, Prestige Nursing (Scotland) Ltd, Scotia Homecare Solutions Limited, Support and Social Care Network Ltd, The Richmond Fellowship Scotland, Thistle Care Solutions, Time for You Care
SC0005	Flexible Framework for the Provision of Care at Home for Adults and Older People (award & roll-up)	Direct Call-Off	FC	£ 18,506,549	£ 18,506,549	
SC0058	Provision of Independent Advocacy Services	Open	FC	£ 1,559,460	£ 389,865	VoiceAbility
						Abbeyfield Kirkcaldy Society Limited, Abbotsford Care, Benore Care Home, Avondale Care (Scotland) Limited, Balhousie Care Limited, Bandrum Nursing Home, Barchester Healthcare Limited, Barrogil Ltd, Care Concern Fife Limited, Caring Homes Healthcare Group Limited (Aria Healthcare Group), Carnegie Care Limited, Central Scotland Healthcare (St Andrews) Limited, Enhance Healthcare Limited, Fairfield Care Scotland Limited, Four Seasons Beechcare Ltd, Four Seasons Homes No 4, Ganarn Limited, Glenburnie Care Limited, Holmes Care Group Scotland Ltd, HC-One Limited, Kingdom Homes Limited, Leonard Cheshire Disability, Newlands Care Limited, Pitlair Limited, Rosturk House Limited, St Philips Care Caledonia Limited, St Serfs Care Home Limited, Villa Atina Limited, West Park House Limited, Anjum Tamanna, Christine Bennell, Karen Reid, Thomas Dailey, William Gibson's Trust, Henderson Care Home Ltd, Craighead Care Ltd, Earlsferry House Care Ltd, Gowrie Care Ltd, Marchmont Residential Homes
10152	National Care Home Contract (Roll-up)	Open	SXL	£ 74,598,738	£ 74,598,738	
CFM0119	Repair and Maintenance of Musical Instruments	Open	FC	£ 160,804	£ 40,201	Legacy Piano Services, Tuneform
CFM0305	Supply of Timber for Education	Call-Off (Mini-Comp)	SXL	£ 160,000	£ 40,000	National Timber Group Scotland Ltd
SC0037	Secure Care (Roll-up & Extension x 2)	Direct Call-Off	SXL	£ 6,909,015	£ 3,409,015	Kibble Education and Care; Rossie Young People's Trust; St. Mary's Kenmure; The Good Shepherd's Centre
						Aberlour Child Care Trust, Action for Children, Barnardo's, Carevisions Group Ltd, Carolina House Trust, Foster Care Associates, Foster Care Connect Ltd, Fostering People Ltd, Fostering Relations Ltd, Fosterplus (Fostercare) Ltd, National Fostering Agency, St. Andrews Childrens Society Ltd, SWIIS Foster Care Scotland Ltd, TACT
SC0022	Foster and Continuing Care (Roll-up)	Other	SXL	£ 5,179,165	£ 5,179,165	

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
						Abbeyfield Kirkcaldy Society Limited, Abbotsford Care (Glenrothes) Limited, Anjum Tamanna, Avondale Care (Scotland) Limited, Balhousie Care Limited, Bandrum Nursing Home Limited, Barchester Healthcare Limited, Barrogil Ltd, Benore Care Ltd, Care Concern Fife Limited, Caring Homes Healthcare Group Limited (Aria Helathcare Group), Carnegie Care Limited, Central Scotland Healthcare (St Andrews) Limited, Christine Bennell, Craighead Care Ltd, Earlsferry House Care Ltd, Enhance Healthcare Limited, Fairfield Care Scotland Limited, Four Seasons Beechcare Ltd, Four Seasons Homes No 4, Ganarn Limited, Glenburnie Care Limited, Gowrie Care Ltd, HC-One Limited, Henderson Care Home Ltd, Holmes Care Group Scotland Ltd, Karen Reid, Kingdom Homes Limited, Leonard Cheshire Disability, Marchmont Residential Homes, Newlands Care Limited, Pitlair Limited, Rosturk House Limited, St Philips Care Caledonia Limited, St Serfs Care Home Limited, Thomas Dailey, Villa Atina Limited, West Park House Limited, William Gibson's Trust
SC0048	Free Personal and Nursing Care (Roll-up)	Other	FC	£ 10,842,903	£ 10,842,903	
SC0044	Children's Residential Care and Education Services (Roll-up)	Direct Call-Off	SXL	£ 4,398,432	£ 4,398,432	Aberlour Child Care Trust, Applied Care and Development, Carevisions Group Ltd, Cora Foundations (St Philip's School), Crannoch Residential Child Care Resource, Hillside School, Inspire Scotland Ltd, Kibble Education and Care Centre, Rossie Secure Accommodation Services, Seamab School, Spark of Genius (Training) Ltd, Starley Hall School
CFM0276	Repair and Maintenance of CDT Machinery, LEV Systems and Laser Equipment	Open	FC	£ 247,240	£ 61,810	Scotmech Engineering Ltd (Flamefast Scotmech)
CFM0013	Supply of Educational Materials (Roll-up)	Call-Off (Mini-Comp)	SXL	£ 1,680,309	£ 1,680,309	Findel Education Ltd, Band Supplies Limited, Early Learning Materials Consortium & TTS Group Ltd, Newitts, Anderson Scientific (SLS Ltd), ESPO, WF Education (Timstar), YPO
CFM0016	Supply of Library Books & Educational Textbooks (Roll-up)	Direct Call-Off	SXL	£ 945,660	£ 945,660	Askew & Holts Library Services Ltd, Blackwells Bookshop, Browns Books, Glowworm, Hodder Gibson (Hachette Distribution), Kelvin Books, Oxford University Press, Peters Ltd, Scotia & Chameleon Books Ltd, Ulverscroft Large Print Books Ltd, Waterstones Booksellers

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
SC0049	Free Personal and Nursing Care External to Fife (Roll-up)	Other	FC	£ 1,493,738	£ 1,493,738	Abbey Healthcare (Hamilton), Abbeyfield Perth Society, Abbots Care Centre, Active Adult, Active Neuro, Adrian O'Brien Rachel Amiee O'Brien, Advanced Specialist Care, Advinia Care Homes, Airthrey Care, Antonine Care, Aria Healthcare Group, Avante Care and Support, Avery Homes (Nelson), Balhousie Care, Barchester Healthcare, Beechgrove CH, Boclair Care, Bon Accord Care, Buchanan Lodge Care, Bupa Care Homes (AKW), Camphill (Blair Drummond) Trust Estate, Capability Scotland, Care UK Community Partnerships, Care UK Ltd, Caritas Services, Christopher Curnin, Crossreach, Corbenic Camphill Community Ltd, Countrywide Care Homes Ltd, Crown Care IV Ltd, Cumbria City Council, Benvie Care Home, Dundee City Council, Elder Homes, Erskine Hospital, Fairview Care, Forthlands Care, G Hill, Garvald West Linton, HC-One, Holmes Care Group Scotland, Hudson (Pitkerro), Ashley House, Kincarrathie Trust, Larchwood Care Homes (North), Livingston Care Home, Mailler & Whitelaw Trust, Manor Grange Care Home, Mead Medical Services, MHA Auchlochan, Morningside Manor, Musselburgh Care Home, North Argyll Eventide Home Association, Orchar Care, Park Homes (UK), Parklands Care, Priority Care Group, Randolph Hill Nursing Homes (Scotland), Renaissance Care (No1), Rhindsdale House, Sight Scotland, Rubislaw Care, Scottish Autism, Scottish Masonic Homes, Shaftesbury Care GRP, Sharob Care (Bude), Skene Enterprises (Aberdeen), St Modans Care Home, Stirling Care Home, Stow Healthcare Group, Tamaris (RAM), Tayside Care, The Grange (2016), The Willows (Falkirk), The Willows (Falkirk), Thorburn Manor, Tigh Na Muirn, United Health Group, Viewpoint Housing Association (Benevolent), Voyage 1, Wardside House, Westerlands Association, Westerton Care, Whitefiled Nursing Home
<b>Contract count: 26</b>				<b>£ 240,851,763</b>	<b>£ 158,883,760</b>	

## Category - Travel &amp; Transportation

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
11688-L05	South Fife Local Bus Service (8A) (Extension)	Call-Off (Mini-Comp)	FC	£ 113,664	£ 113,664	Stagecoach East Scotland
11688-L05	Mid Fife Local Bus Service	Call-Off (Mini-Comp)	FC	£ 184,586	£ 184,586	Fife Scottish Omnibuses Ltd T/A Stagecoach East Scotland
11688-S09	Mid Fife School Bus Services	Call-Off (Mini-Comp)	FC	£ 2,244,752	£ 561,188	Bay Travel Coaches Ltd, Merlin Travel, Moffat & Williamson Ltd

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
11688-S10	Mid Fife School Bus Services and South Fife Local Bus Service	Call-Off (Mini-Comp)	FC	£ 484,880	£ 121,220	Prentice Westwood Ltd
						365 Travel Ltd, A Robertson & Son, A&D Taxis, A1 Cabs, A1 Minibus and Coach Services Ltd, A2B Taxis, Ace Radio Taxis Ltd, Aly's Taxis, Amigo Cabs, Andy's Cabs, Andy's Taxis, Auchtermuchty Taxi, Barber Taxis, Baynes Tayport Taxis, Bobs 24 Hour Taxis Ltd, Burts Taxi, C and H Taxi Ltd, St Andrews Taxis, Chik's Taxis, Cowdenbeath Taxi Service Ltd, Crossford Taxis, Cupar Taxis, D&A Taxis, David's Taxi, Dawn 2 Dusk Cabs, Deas Taxis, Dhillon Taxis Ltd, Magnum Taxis, Fife Wide Taxis Ltd, Fifeshuttle, FM Cabs, Gee's Travel, Gibbs Taxis Ltd, Glen Taxis, Goodsir Taxis, GoPals Taxis, GoRa Taxis, Grays Taxi, Hamilton Taxis, Hamish Gordon Ltd, Harley Taxis Ltd, Island Cars Ltd, J&B Cabs, Jocks Cabs, KDY Taxis, Kingdom Taxis, Kings Taxis, Kirkcaldy Cabs Ltd, Krump Kabs, Living High Travel Ltd, M&H Contracts Ltd, M&M Taxis (Cupar), Markinch Cabs, Movin Sounds Disco Party Bus, MTS Taxis, Murray's Taxis Glenrothes, MyBUS C.T. Ltd, Nicola Cooper Taxi, P&R Taxis, Paddy's Taxis, Platinum Cabs, Prompt Taxis, SK Taxi, Smart Travel, St Andrews Executive Travel Ltd, Steve's Taxi, Taxi Central Ltd, Taxi Dunfermline Ltd, The Taxi Centre (Fife) Ltd, Thistle Airport Services, Tommy's Taxis, Tony's Taxis, Town & Country Travel, Town Cabs, Treble Thirty Taxis, Treble Twenty Taxis Ltd, United Radio Cabs, Village Cabz, W.S.L Taxis, Wilkies Taxi, Wilsons Taxi, X Cabs
12331-02 and 12331-03	Education Taxi & Minibus DPS (2023-24 and 2024-25 Mini Comp Roll-up)	Call-Off (Mini-Comp)	FC	£ 11,550,978	£ 11,550,978	X Cabs
TT0015	North Fife Scholar Travel Pass Agreement (Extension)	Call-Off (Mini-Comp)	FC	£ 155,000	£ 155,000	Fife Scottish Omnibuses Ltd T/A Stagecoach East Scotland
11688-S08	Mid Fife School Bus (BW2/7/8/10)	Call-Off (Mini-Comp)	FC	£ 284,909	£ 284,909	Moffat & Williamson Ltd, Fife Scottish Omnibuses Ltd T/A Stagecoach East Scotland
11688-S07	Mid & South Fife School Buses (KC1/KC2/ST4)	Call-Off (Mini-Comp)	FC	£ 692,896	£ 216,568	Moffat & Williamson Ltd, Fife Scottish Omnibuses Ltd T/A Stagecoach East Scotland
TT0018-01	Social Work Taxi Exemptions (Roll-up)	Direct Call-Off	FC	£ 257,854	£ 257,854	The Taxi Centre (Fife) Ltd , Prompt Taxis, A1 Cabs, Scottish Autism (Minibus), Taxi Central Ltd, Gibb Taxis, Allan's Family Cab, Cowdenbeath Taxi Service Ltd, M&H Contracts Ltd

Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
TT0013, TT013-01 and TT018	Social Work and Housing Transport (Extension & Roll-Up) and Social Work Taxi Exemptions (Extension)	Open	FC	£ 1,277,370	£ 1,277,370	1932 Taxi Ltd, 365 Travel, A1 Cabs, A1 Minibus and Coach Services, A&D Taxis, Ace Radio Taxis Ltd, Andy's Cabs, Baynes Tayport Taxis, C and H Taxis Ltd, Cowdenbeath Taxi Service Ltd, Crossford Taxis, Dawn 2 Dusk, Derek Steele, Dhillon Taxis Ltd, Fife Wide Taxis Ltd, Fifeshuttle, Gibbs Taxis Ltd, Glenrothes Taxi Centre, HC Wilson, Island Cars Ltd, J&B Cabs, JJ Taxis, Joe's Taxi, Kirkcaldy Cabs Ltd, M&H Contracts Ltd, M&M Taxis, Magnum Taxis, Murray's Taxis, Platinum Cabs, Prompt Cabs, Prompt Taxis, Smart Travel, Stuart's Taxis, Taxi Dunfermline, Taxi Central Ltd, Taxipad, Taxi Centre (Fife) Ltd, Tony's Taxis, Town Cabs, Treble Twenty Taxis Ltd, United Radio Cabs, Village Cabz, X Cabs, Yasir's Taxi Dunfermline, Coastal Cabs, Attila's Taxis Ltd, Big Yellow Taxi Co (Scotland) Ltd, Calypso's Cabs Ltd
11688-C03	Adhoc Coach Hires (Roll-up)	Restricted	FC	£ 361,669	£ 361,669	A1 Minibus and Coach Service Ltd, Bay Travel Coaches Ltd, Coach Hire Edinburgh, Capercaillie Travel Ltd, Clan McLeod Coaches, E&M Horsburgh Ltd, Eazy Coach Hire, Festival Travel (Scotland) Ltd, Hamish Gordon Coaches, Kingdom Transport Coaches, Living High Travel Ltd, Merlin Travel, Prentice Westwood Ltd, Rennie's (Stagecoach), Salmond's Mini Coach Hire Limited, Smart Travel, St. Andrews Executive Travel Ltd
CW0088-16	Bus Network Review	Direct Call-Off	SXL	£ 105,126	£ 105,126	WSP UK Ltd
11688-L02	Leven Railway Bus Links	Restricted	FC	£ 2,216,713	£ 554,178	Fife Scottish Omnibuses T/A Stagecoach East Scotland, Moffat & Williamson Ltd, A1 Minibus and Coach Services Ltd



Title	Contract Title	Procedure	Initiating Contract Owner	Contract Value	Annual Value (if applicable)	Contractor
						A1 Minibus & Coach Services Ltd, Ace Radio Taxis Ltd, ADI Taxi, X Cabs, A Robertson & Son, Aly's Taxis, A&S Taxis, MTS Taxis, Kings Taxis, Andy's Taxi, Andy's Cabs, Barber Taxis, KDY Taxis, Big Yellow Taxi Co (Scotland) Ltd, Bobs 24hr Taxis Ltd, A1 Cabs, Mead Taxi Service, Bar Cabs, C and H Taxis Ltd, St Andrews Airport Transfer, St Andrews Taxis, Chiks Taxis, 365 Travel, Cowdenbeath Taxi Service Ltd, Bayne's Tayport Taxis, David's Taxi, Cupar Taxis, Dawn 2 Dusk Cabs, AD Taxis, Derek Steele, HC Wilson, Dhillon Taxis Ltd, GoRa Taxis, Platinum Cabs, Grays Taxi, Magnum Taxis, Fife Wide Taxis Ltd, GMS's Taxis, Kingdom Taxis, Gibbs Taxis Ltd, Goodsir Taxis, Deas Taxi, Auchtermuchty Taxi, JJ Taxis, Harley Taxis Limited, A2B Taxis, Helen's Taxi, A&J Taxis, Ian's Taxi, Ian's Coaches Ltd, Taxipad, Island Cars Ltd, Kingdom Transport Coaches, James Lyle Taxi, Village Cabz, Jocks Cabs, Amigo Cabs, J&B Cabs, Wilkie's Taxi, Joe's Taxi Treble Thirty Taxis, Coastal Cabs, Kirkcaldy Cabs Limited, LGM (Scotland) Ltd, M&M Taxis (Cupar), M&H Contracts Ltd, Malc's Taxis, FM Cabs, Go Pals Taxis, Markinch Cabs, Burt's Taxi, United Radio Cabs, MyBus CT Ltd, Nicola Cooper Taxi, P and R Taxis, Paddy's Taxis, Smart Travel, Crossford Taxis, Fifeshuttle, Raith Taxis Ltd, Thistle Airport Services, McCormick's Taxis, Krump Kabs, Hamilton Taxis, Scott's Taxis, Town Cabs, Prompt Cabs, St Andrews Executive Travel Ltd, Steve's Taxi, SK Taxis, Murray's Taxis Glenrothes, Taxi Central Ltd, Taxi Centre (Fife) Ltd, Taxi Dunfermline Ltd, Tommy's Taxis, Tony's Taxi, Treble 41 Taxis Ltd, Treble Twenty Taxis Ltd, A2B Cabs, Movin Sounds Disco Party Bus, Prompt Taxis, Yasir's Taxi Dunfermline
12215-02 and TT0019	Education Taxi/Minibus Framework (Roll-up) and new framework (Contract Award)	Call-Off (Mini-Comp)	FC	£ 788,021	£ 788,021	
	<b>Contract count: 18</b>			<b>£ 20,718,418</b>	<b>£ 16,532,331</b>	

APR Reporting Category: Number of Jobs			
Contract Description	Benefit Description	Committed Value/Units (where provided)	Unit Measurement
Blacklaw Affordable Housing	No. of full time equivalent direct local employees (FTE) hired or retained for the duration of the contract.	206	People
	Percentage of full time equivalent local employees (FTE) on contract - employed directly or through supply chain	90%	Other
	No. of full time equivalent employees (FTE) hired on the contract who are NOT in Employment, Education, or Training (NEETs)	1	People
Cowdenbeath Affordable Housing	No. of full time equivalent direct local employees (FTE) hired or retained for the duration of the contract.	88	People
	Percentage of full time equivalent local employees (FTE) on contract - employed directly or through supply chain	79%	Other
Kennoway Affordable Housing	No. of full time equivalent employees (FTE) hired on the contract who are NOT in Employment, Education, or Training (NEETs)	1	People
	No of Full time equivalent direct local employees (FTE) hired or retained for the duration of the contract	272	People
Lochgelly Affordable Housing	No of full time equivalent direct local employees (FTE) hired or retained for the duration of the contract	25	People
	Percentage of Full time equivalent local employees (FTE) on contract hired or retained for the duration of the contract	47%	Other
Lot 4 Flat Roof Replacements	Engage with Job Centre to employ 4 unemployed persons.	4	People
Pitcorthie Affordable Housing	No. of full time equivalent employees (FTE) hired on the contract who are NOT in Employment, Education, or Training (NEETs)	5	People
Pitcorthie Affordable Housing	No. of Full time equivalent direct local employees (FTE) hired or retained for the duration of the contract. No of people FTE	235	People

	Percentage of full time equivalent local employees (FTE) on contract - employed directly or through supply chain. %	62%	Other
Air Con & AHU's	Employ one Office junior service administrator with support from DYW	1	People
Viewfield Affordable Housing	No. of full time equivalent direct local employees (FTE) hired or retained for the duration of the contract. Median Annual Wage - Fife, Scotland	89	People
	Percentage of full time equivalent local employees (FTE) on contract - employed directly or through supply chain	63%	Other
Westwood Affordable Housing	Jobs Created - People	5	People
<b>APR Reporting Category: Skills and Training (Workshops, Careers advice etc.)</b>			
<b>Contract Description</b>	<b>Benefit Description</b>	<b>Committed Value/Units</b>	<b>Unit Measurement</b>
Air Sourced Heat Pumps	Classroom Workshops to provide education on climate change and Heat Pumps	1	Other
ASHP For St Andrews HS and WSHP for Beacon Leisure centre	STEM Workshops to schools (Jonathan Coppock) - 9 Workshops to be delivered in November 2024	9	Other
Blacklaw Affordable Housing	No. of hours of 'support into work' assistance	395	Hours
Cowdenbeath Affordable Housing	No. of Hours of support into work assistance	161	Hours
Electrical PAT Testing	Student Placement 3 weeks	3	Weeks
Engineering and Technical Consultancy Framework	Careers in Civil Engineering stand and presented at a Schools Careers Guidance	1	Other
Kitchen Installation (excluding Commercial kitchens) including all Associated Plumbing, Heating, Electrical, Plastering and Painting Works.	Training Workshops at Fife Cottage Centre	£11,940	Value (£)

Kennoway Affordable Housing	No. of staff hours spent on local school and college visits supporting pupils e.g. delivering career talks, curriculum support, literacy support, safety talks (including preparation time)	428	Hours
Lochgelly Affordable Housing	No of Hours of support into work assistance provided to unemployed people through career mentoring, including mock interviews, CV advice and Careers guidance	33	Hours
Manse Road Affordable Housing	School Visit - Springfield PS	2	Other
Pitcorthie Affordable Housing	No. of staff hours spent on local school and college visits supporting pupils e.g. delivering career talks, curriculum support, literacy support, safety talks (including preparation time)	203	Hours
Scaffolding and Associated Services Framework	Director attended career fair at Fife School to discuss opportunities within the construction sector with local young people	1	Other
Scaffolding and Associated Services Framework	Mar Scaffolding are committed to ongoing training and employment in the community, upskilling current workers and taking on new employees and giving opportunities to develop and learn new skills.	£16,000	Value (£)
Air Con & AHU's	Workshop to school	2	Other
Viewfield Affordable Housing	No. of hours of 'support into work' assistance provided to unemployed people through career mentoring, including mock interviews, CV advice, and careers guidance	130	Hours
Westwood Affordable Housing	Qualifications Gained	40	Other
	Training Plans	5	Other

<b>APR Reporting Category: Number of apprenticeships</b>			
<b>Contract Description</b>	<b>Benefit Description</b>	<b>Committed Value/Units</b>	<b>Unit Measurement</b>
Air Con & AHU's	Employ one technical field Apprentice to service Fife Council contract	1	People
Blacklaw Affordable Housing	No. of weeks of apprenticeships or T-Levels (Level 2,3, or 4) provided on the contract (completed or supported by the organisation).	140	Weeks
Cowdenbeath Affordable Housing	No. of weeks of apprenticeships or T-Levels (Level 2,3 or 4) provided on the contract (completed or supported by the organisation)	55	Weeks
Domestic Furniture and Furnishings	recently appointed a new apprentice	1	People
Electrical Installations, Testing and PV Installations at Various Locations Throughout Fife including all Associated Works	Apprenticeships in conjunction with SECTT Fife College	6	People
Electrical PAT Testing	Apprentices	2	People
Kitchen Installation (excl. Commercial kitchens) including all associated Plumbing, Heating, Electrical, Plastering and Painting Works	5 new apprentices and 19 new starts	5	People
	Apprentices started in 2024	6	People
Kennoway Affordable Housing	No. of weeks of apprenticeships or T-Levels (Level 2,3, or 4) provided on the contract (completed or supported by the organisation).	775	Weeks
Maintenance and Repairs of Commercial Catering and Refrigeration Equipment	Employ one technical HVAC field Apprentice to service Fife Council contract within the 2 year term contract.	1	People
Maintenance and Repairs to Commercial Heating	Apprenticeship	1	People

Manse Road Affordable Housing	Apprentices worked on site	9	People
Minor Builder Works including reactive maintenance, various location throughout Fife including all associated works.	Adult bricklayer apprentice due to sit skills test in April and is operating with his own labourer, resulting in new job being created	1	People
Pitcorthie Affordable Housing	No. of weeks of apprenticeships or T-Levels (Level 2,3, or 4) provided on the contract (completed or supported by the organisation)	229	Weeks
Scaffolding and Associated Services Framework	2 apprentices from the local area	2	People
Service, Maintenance and Repair of Fire Alarms	Apprenticeship	1	People
Survey, Design, Supply, Installation & Maintenance of Aluminium Curtain Walling and Rooflights.	employed a 16 year old as a trainee fabricator who will be working towards a SVQ in Fabrication	1	People
Viewfield Affordable Housing	No. of weeks of apprenticeships or T-Levels (Level 2,3, or 4) provided on the contract (completed or supported by the organisation)	126	Weeks
Westwood Affordable Housing	Apprentices Training Weeks	170	Weeks
<b>APR Reporting Category: SME and third sector spend (sub-contract/supply chain)</b>			
Contract Description	Benefit Description	Committed Value/Units	Unit Measurement
Blacklaw Affordable Housing	Total amount (£) spent through contract with local micro, small and medium enterprises (MSMEs) - GVA Multiplier	£18,240,975	Value (£)
	Total amount (£) spent in local supply chain through the contract	£394,661	Value (£)

Cowdenbeath Affordable Housing	Total amount (£) spent in local supply chain through the contract. GVA Multiplier Social/Eco Value Created)	£609,236	Value (£)
	Total amount (£) spent through contract with local micro, small and medium enterprises (MSMEs). GVA Multiplier (Social/Economic Value Created)	£2,363,121	Value (£)
Kennoway Affordable Housing	Total amount (£) spent in local supply chain through the contract (Social/Local Economic Value Created) GVA Multiplier	£871,087	Value (£)
	Total amount (£) spent through contract with local micro, small and medium enterprises (MSMEs) - (Social Economic Value Created) - GVA Multiplier.	£7,729,065	Value (£)
Lochgelly Affordable Housing	Total amount (£) spent in local supply chain through contract.	£169,849	Value (£)
	Total amount (£) spent through contract with local micro, small and medium enterprises (MSMEs).	£2,833,621	Value (£)
Pitcorthie Affordable Housing	Total amount (£) spent in local supply chain through the contract. GVA Multiplier (Social/Economic Value created)	£248,868	Value (£)
	Total amount (£) spent through contract with local micro, small and medium enterprises (MSMEs) - GVA Multiplier (Social/Local Economic Value Created)	£6,599,978	Value (£)
Viewfield Affordable Housing	Total amount (£) spent through contract with local micro, small and medium enterprises (MSMEs) GVA Multiplier (Social/Local Economic Value created)	£2,633,223	Value (£)
	Total amount (£) spent in local supply chain through the contract (Social/Local Economic Value Created)	£326,275	Value (£)

<b>APR Reporting Category: Work Placements</b>			
<b>Contract Description</b>	<b>Benefit Description</b>	<b>Committed Value/Units</b>	<b>Unit Measurement</b>
Service, Maintenance and Repair of Fire Alarms	Work placements - 4 x 1 week work placements	4	Weeks
Kennoway Affordable Housing	No. of weeks spent on meaningful work placements or pre-employment course; 1-6 weeks student placements (unpaid)	11	Weeks
Pitcorthie Affordable Housing	No. of weeks spent on meaningful work placements or pre-employment course; 1-6 weeks student placements (unpaid)	4	Weeks
Blacklaw Affordable Housing	No. of weeks spent on meaningful work placements or pre-employment course; 1-6 weeks student placements (unpaid)	3	Weeks
Viewfield Affordable Housing	No. of weeks spent on meaningful work placements or pre-employment course; 1-6 weeks student placements (unpaid)	4	Weeks
Minor Builder Works including reactive maintenance, various location throughout Fife including all associated works.	work experience student has now passed her HND and is now working in a full time position	1	People
Westwood Affordable Housing	Work placements - People	1	People
Cowdenbeath Affordable Housing	No of weeks spent on meaningful work placements or pre employment course; 1 - 6 weeks student placements (unpaid) - No of Weeks	8	Weeks



<b>APR Reporting Category: Environmental and Ethical</b>			
<b>Contract Description</b>	<b>Benefit Description</b>	<b>Committed Value/Units</b>	<b>Unit Measurement</b>
Blacklaw Affordable Housing	Savings in CO2e emissions on contract achieved through de-carbonisation (i.e. a reduction of the carbon intensity of processes and operations, specify how these are to be achieved) against a specific benchmark. Tonnes CO2e.	68	Other
Cowdenbeath Affordable Housing	Savings in CO2e emissions on contract achieved through de-carbonisation (i.e. a reduction of the carbon intensity of processes and operations, specify how these are to be achieved) against a specific benchmark. Tonnes CO2e.	47	Other
Pitcorthie Affordable Housing	Savings in CO2e emissions on contract achieved through de-carbonisation (i.e. a reduction of the carbon intensity of processes and operations, specify how these are to be achieved) against a specific benchmark. Tonnes CO2e.	22	Other
Viewfield Affordable Housing	Savings in CO2e emissions on contract achieved through de-carbonisation (i.e. a reduction of the carbon intensity of processes and operations, specify how these are to be achieved) against a specific benchmark. Tonnes CO2e.	54	Other
Kennoway Affordable Housing	Savings in CO2e emissions on contract achieved through de-carbonisation (i.e. a reduction of the carbon intensity of processes and operations, specify how these are to be achieved) against a specific benchmark. Tonnes CO2e.	55	Other

Lochgelly Affordable Housing	Savings in CO2e emissions on contract achieved through de-carbonisation (i.e. a reduction of the carbon intensity of processes and operations, specify how these are to be achieved) against a specific benchmark. Tonnes CO2e.	46	Other
Domestic Furniture and Furnishings	Diverted 14.6414 tonnes of waste from landfill	14.6414	Other
<b>APR Reporting Category: Social Value Rebate (including donations, charitable work etc.)</b>			
<b>Contract Description</b>	<b>Benefit Description</b>	<b>Committed Value/Units</b>	<b>Unit Measurement</b>
Donations General	Glenrothes Stroller strips Charity donations	1	Other
	Food Bank Donation	1	Other
	FC AOTHYA, Buckhaven Comm Trade Hub materials, Fife Gingerbread , Men's Shed St Andrews and Glenrothes, Cottage Family, Kirkcaldy Karate Club	£7,950	Value (£)
	No. of hours volunteering time provided to support local community project.	205	Hours
	Donations and/or in kind contributions to specific local community projects	£10,106	Value (£)
	Planters (trifix) to Brag Community Gardens, PPE for Men's Shed, CSCS Cards to Fife College	£1,823	Value (£)
	CSCS Cards to Fife College, 800 Gala Boxes, Tracksuits for Lochgelly Albert	£4,800	Value (£)
	Rendering, Power Washing, Football Bibs, BBQ, Container, Installation of doors etc, CSCS Cards, Easter Eggs to Strollers, Fife College	£6,868	Value (£)
	Kit, Football Kits, Fridge Freezer, Decking, Tree surgeon, handrails, disposal of timber to Crossgates PS, Foodbanks, Pitreavie Athletic Club	£9,906	Value (£)
	Stillage, Patio Laid for local nursery, Fridge freezer, Selection boxes for nursery	£2,639	Value (£)

Donations General	Works to church and sponsorship of Matteo Kickboxing	£700	Value (£)
	Cottage Family Centre Xmas Gift Appeal - Donation of Toys	£425	Value (£)
	Fife Council Apprentice of the Year Award - 4 Ball Golf at Gleneagles	1	Other
	Leslie Community Pantry.	£500	Value (£)
	Nardone's Academy of Performing Arts in Fife.	£2,000	Value (£)
	Camera as prize for Fife Apprenticeship of the Year Awards	1	Other
	Community benefit to LoGelly Lunches	250	Value (£)
	Kingdom Boxing Club Kirkcaldy - towards replacement flooring.	£100	Value (£)
	Our AimDunfermline Reign: helping replace metal brackets, wall fixings and rings which they have needed in order to keep delivering sessions and compete in the national league.	£1,000	Value (£)
	Donation to Kirkcaldy Foodbank	£500	Value (£)
	Cowdenbeath Kids Football Team	£654	Value (£)
	Charity Donation Race for Life	£20	Value (£)
	Cash donation to The Shed @ Bayview	£200	Value (£)
	Cash donation and box of fixings to Kennoway Community Shed	£248	Value (£)
	Bics Scholarship	700	Value (£)
	Pitteuchar Primary School	£250	Value (£)
	Lo'Gelly Lunches	£250	Value (£)
	Supply of Stainless-steel shelving to Collydean Community Centre.	£350	Value (£)
	Picnic Tables at Benarty Received	£800	Value (£)
	£500 Cash received from Carruthers for Benarty Received 21/04/2024	£500	Value (£)
Donations General	Lochgelly Children's Gala	£500	Value (£)
	Leslie Community Pantry – Leslie Gala	£9,265	Value (£)
	Various Sponsorships and donations incl Fife Agricultural Show, Young Glens youth Football, Development Joshua Jack British Junior Kart Championship, =Scottish Air Ambulance, Howe of Fife Rugby Club, Cancer Research, Cupar Hearts, Ladybank PS	£7,815	Value (£)

	Sponsorship and Donations to Templehall United FC (New Kit) and Cottage Family Xmas Appeal	£1,750	Value (£)
	Fife Women's Aid	£75	Value (£)
	Fife Foodbanks	£683	Value (£)
	Fife Foodbanks, Fife Men's Shed, Fife Women's Aid	£199	Value (£)
	The Shed	£381	Value (£)
	Broad Street Planter Community Trust	£524	Value (£)
	Strathkinness Community Trust	£405	Value (£)
	LoveOliver	£1,160	Value (£)
	Fife Employability Team, Eden Campus, Community Trade Hub, Levenmouth	£12,000	Value (£)
	IT Cafe (incl Sidey) incl iPad/Cash	£300	Value (£)
	Men's Shed	£1,279	Value (£)
	Kirkcaldy Foodbank	£1,200	Value (£)
		£2,199	Value (£)
	Subsidised the lighting in Pittencrieff Park supplying over £8,000 worth of lighting in addition to the scheme	£8,000	Value (£)
	Gingerbread, Greener Kirkcaldy, Fife Coast Country Trust, Cowdenbeath Race-wall	£3,270	Value (£)
	Fife Council Apprentice of the Year Award Donation - High Street Voucher	£100	Value (£)
	Andys Man Club	£2,500	Value (£)
	Kirkcaldy foodbank today, value approximately	£250	Value (£)
	Lo'gelly lunches	1 Van	Other
Donation of Equipment/Materials	Leslie Community Pantry	£250	Value (£)
	Raith Rovers Community Club 2013 Rapids	£500	Value (£)
	Inverkeithing Hillfield Swifts, Dunnikier Park Community Golf , St Andrews Men's Shed	£7,000	Value (£)
	Kelty Hearts 2017's age group	£500	Value (£)
	Lochgelly lunches foodbank charity	£2,000	Value (£)

	Volunteering for a clean-up project, to maintain and clear pathways at Blairadam Forest, attendance at Lochgelly Centre Pantomime, Music Lessons for YP, Personal training for YP, Tutoring for YP prior to exams	£1,599	Value (£)
	Cottage Family Centre Christmas appeal	£1,000	Value (£)
	Connor Law Trust (Kelty)	£30,000	Value (£)
	Freuchie Woman's Bowling Team	£500	Other
	JJ MotorSports	£500	Other
	Inverkeithing community wing, Hillend Rd, Inverkeithing , Ky11 1PL	£336	Value (£)
	Eats Rosyth	£250	Value (£)
	Lo-Gelly Lunches	£500	Value (£)
	Fife Foodbanks, Fife Men's Shed and Fife Women's Aid, STAND	£11,536	Value (£)
	Inverkeithing Hillfield Swifts Community Club and Fife Women's Aid	£967	Value (£)
	Fife Foodbanks	£7,375	Value (£)
	Fife Foodbanks and Scottish Autism	£93	Value (£)
	LoveOliver	£819	Value (£)
	Social Rebate	£11,254	Value (£)
	Local Christmas lights and celebrations.	£900	Value (£)
	Carpets to a property as this element was not fulfilled under the SWF	£394	Value (£)
Donation of Equipment/Materials	Domestic whitegoods provided to local residents that were successful for Scottish Welfare fund award, however funds were limited or did not cover the item.	£1,500	Value (£)
	domestic whitegoods provided to local residents that were successful for Scottish Welfare fund award, however funds were limited or did not cover the item.	£1,000	Value (£)
	Benarty Primary School - this was 2 dining tables with chairs, which were actually delivered to the school premises	£2,000	Value (£)
	DHS Awards Ceremony Donation	£30	Value (£)
	Power tool repair for local bowling club	£100	Value (£)

	Power tool donation to local startup company	£435	Value (£)
	Charity Karate club branding	£300	Value (£)
	Charity Raffle	£60	Value (£)
	Pallets and screws to The Shed @ Bayview	£103	Value (£)
	Books for Benarty Foodbank.	£250	Value (£)
	Groceries to support Treetop Nursery lunch provision during the summer holiday period	1100	Value (£)
	2 TV's for the Benarty Food Project	£1,000	Value (£)
	Purchased football kits for Blue Bells 2007	400	Value (£)
	Glenrothes Foodbank - food, toiletries etc	£100	Value (£)
	Gift of Christmas Appeal Fife - toys, games etc.	£150	Value (£)
	Donation of Laptop to Glenrothes Camera Club	£245	Value (£)
	Supply of Storage Container to Kincardine Gala	£400	Value (£)
	Kincardine Xmas Lights Support	£500	Value (£)
	Tulliallan PS Xmas Raffle (Bottles) Donations	4	Other
	Support provided to East of Scotland Kart Club (Crail)	£1,000	Value (£)
Donation of Equipment/Materials	7 tons of 10mm single size aggregate was donated for the Newburgh War Memorial Garden for the Remembrance Day service	£420	Value (£)
	Sponsorship for tracksuits for East Fife Community Football Club	£456	Value (£)
	Handing out presents to vulnerable families - The Cottage Family Centre, Kirkaldy	£300	Value (£)
	Leslie Primary School – Kids learning materials	£4,000	Value (£)
	Leslie Heritage Trust – Archaeological dig at kirk	£8,500	Value (£)
	Donation of prizes for Fife Apprenticeship of the Year Awards - 30 LED TV, Dewalt Drill Kit, Jura 14 Year Old Single Malt Whisky, Paint Voucher, Makita Combi Kit, Decorating Voucher, Paslode New 7th Gen Framing Nailer, Dewalt DW088K Cross Line Laser level, Karcher High Pressure Washer, Curn's Voucher, MacDonald Hotels Voucher and	£4,945	Value (£)
			Value (£)
			Value (£)
			Value (£)
	Supplied a kitchen for Men's Shed (Kirkcaldy)	£637	Value (£)

	Stadium Sponsor for East Fife FC 3 Year Deal , Pitch Sign to Greig Park Rangers per season, Pitch Sign for Glenrothes FC per season	£2,200	Value (£)
	Leven Thistle Tee Sponsor per year and Scoonie Main in Sponsor per year	£550	Value (£)
	Supplied and delivered building materials FOC in January 2025 for Craigtoun Park pottery shed roof replacement C24 Joists and 18mm plywood totalling	£6,174	Value (£)
	Donation of Equipment/Materials - Every pupil at Springfield PS provided with selection box at Christmas	1	Other
	PPE for work experience (Fife college/DLC) and cadets	£700	Value (£)
	Picture glass for Glenrothes Men's Shed members	£1,000	Value (£)
	Animatronic Dinosaur shows free of charge throughout Fife for children's Galas and charity events.	£14,000	Value (£)
	5 x 3 in 1 winter jackets, 1 x puffer style jacket 3 x insulated thermo bottles, 2 x winter woollen hats, 25 x biro pens, 1 x kids toy truck with trailer	£600	Value (£)
Donation of Equipment/Materials	double glazed unit to Gallatown Bowling Club - Carried out repairs to sports club	£450	Value (£)
	Installation of Defibrillator at East Fife Community Centre, Leven	£900	Value (£)
	Labour/Garden Furniture to Templehall Nursery and Donation of paint/materials to Fife Cottage Centre.	£2,804	Value (£)
	Installed windows at the local Men's Shed (windows supplied by CR Smith) disposed of old windows - Donation of labour	£1,200	Value (£)
	Cottage Family Centre Donated 5 bags of pre-loved clothes	£50	Value (£)
	Donation of new paint to Burntisland First Aid (for new premises)	65 Litres	Other
	Donation of external paint to men's shed	40 Litres	Other
	Cottage Family Centre (built up memorial bench for garden) 6 hours, 3 operatives	£85	Value (£)

	Fife Council Apprentice of the Year Award Donation - Apple iPad	1	Other
	Glenfiddich 12 Year old Single Malt Whisky	1	Other
	Fife Council Apprentice of the Year Award - Goodie Bag	1	Other
	Workbenches, cabinets etc to The Community Trade Hub	£8,821	Value (£)
Sponsorship	Main sponsor for Crossford Gala Committee. Event for local community with all proceeds going towards annual gala	1	Other
	Balmullo Bowling Club	£500	Value (£)
	Fife Thistle AFC	£707	Value (£)
	Table Sponsor Apprentice of the Year	£3,000	Value (£)
	Kirkcaldy Rugby Club per season	£400	Value (£)
	Sponsorship - of Fife Council APOTY Award	£1,000	Value (£)
Sponsorship	Category sponsor at the Fife Council Apprentice Awards	1	Other
	Strips and kit bag for Kelty Hearts under 15's football team	1	Other
	Provision of strips and player sponsorship to Tika Taka under 7's football team	1	Other
Community Improvements	Remote path improvements	1	Other
	Improvements to local Play area and Manse Rd leading to site	2	Other



**Note - this is indicative only and subject to continuous update. Some contracts have optional extensions which may be utilised (shown with a \*). Refreshed pipeline is published on <https://www.fife.gov.uk/kb/docs/articles/business2/doing-business-with-us> on a regular basis.**

**Fife Council uses national frameworks where it is deemed best value to do so. Scotland Excel, Scottish Procurement and Crown Commercial Services (CCS) are examples. These will feature on this list if either the framework or our specific call-off is due to expire in the subsequent two-year period.**

Description	Anticipated Procurement Route/Owner (if known)	Anticipated Start of Procurement Activity	Anticipated Total Value (where known)
<b>Corporate/Facilities Management</b>			
Actuarial Services	TBC	Q4 2025	£ 800,000
ADL Smartcare Licences and Support	CCS	Q1 2026	£ 308,160
Adobe Licences	CCS	Q3 2025	£ 101,000
Alchemy Cloudhouse Containerisation *	Scottish Procurement	Q2 2026	£ 62,000
Alloy System	TBC	TBC	TBC
Analytic Tool for Reducing Rent Arrears	CCS	Q4 2025	£ 868,000
Ash System	TBC	TBC	TBC
Audio Visual Equipment	Scotland Excel	Q4 2026	TBC
Banking Services	Scottish Procurement	Q1 2026	£ 150,000
Bookable Childcare	TBC	TBC	TBC
BT telephony lines	TBC	TBC	TBC
Business Support for Business Incubator Kirkcaldy and Dunfermline *	Fife Council	Q3 2025	£ 180,000
Business Support for Fife Renewables Innovation Centre	Fife Council	Q2 2026	£ 180,000
Care at Home Furniture and Furnishings	Fife Council	Q3 2025	£ 500,000
Cashless Catering and Online Payments *	CCS	Q4 2025	£ 338,204
Catering Allergen System	TBC	TBC	TBC
Catering Disposables & Sundries	Scotland Excel	Q3 2025	£ 400,000
Children's Clothing	TBC	TBC	TBC
Cisco Voice and Data Support *	CCS	Q3 2025	£ 1,100,000
Civica EDM 360	TBC	TBC	TBC
Cleaning Bin Chutes and Bin Storage	TBC	Q4 2025	£ 115,000
Commercial Catering Equipment	TBC	TBC	TBC
Community Alarms Receiving Centre	TBC	Q1 2027	£ 240,000
Community Equipment Solution Management *	CCS	Q4 2025	£ 82,210
Community Equipment Store System	TBC	TBC	TBC
Community Meals	Scotland Excel	Q1 2026	£ 2,511,834
Compliance Document Management System	Fife Council	Q2 2025	£ 122,000
Council Tax and Benefits System	CCS	Q4 2025	£ 603,956
Counselling & Physiotherapy Service	Fife Council	Q4 2025	£ 480,000
Data Archiving *	CCS	Q4 2026	£ 82,000
Digital Project	TBC	TBC	TBC
Digital Publications and Services	TBC	TBC	TBC
Document Storage Services	TBC	TBC	TBC
Domestic Furniture and Furnishings	Scotland Excel	Q3 2025	£ 8,400,000
Domestic White Goods	TBC	TBC	TBC
DPS For Learning & Development *	Fife Council	Q3 2025	£ 8,500,000
Educational and Office Furniture	Scotland Excel	Q3 2025	£ 2,000,000
Election Services *	CCS	Q4 2025	£ 504,000
Electoral Canvassing	TBC	TBC	TBC
Electric Profiling Beds and Mattresses	Fife Council	Q1 2026	£ 203,000
Electronic Payment Services	Fife Council	Q3 2025	£ 257,000
Email Filtering	TBC	Q3 2025	£ 144,950
Employee Benefits *	TBC	Q1 2026	TBC

Description	Anticipated Procurement Route/Owner (if known)	Anticipated Start of Procurement Activity	Anticipated Total Value (where known)
Exhibition Services	TBC	TBC	TBC
Fife Council Insurances *	Fife Council	Q4 2025	£ 30,220,040
First Aid Products *	Scotland Excel	Q4 2025	£ 200,000
Fixed Telephony	TBC	TBC	TBC
Forcepoint Firewall	CCS	Q4 2025	£ 559,813
FORT Support *	CCS	Q1 2026	£ 280,000
Fresh Fish	Fife Council	Q1 2026	£ 160,000
Frozen Foods	Scotland Excel	Q1 2026	£ 6,771,478
Fuel Payments *	Fife Council	Q3 2025	£ 50,000
Funeral and Undertaking Service	Fife Council	Q3 2025	£ 131,848
General Office Stationery and Office Paper	Scottish Procurement	Q1 2027	£ 2,400,000
Geographic Information System (GIS)	CCS	Q1 2026	£ 270,000
GLAMIS Extension	TBC	TBC	TBC
Health & Safety Compliance Service	Fife Council	Q2 2025	£ 112,000
Heavy Duty Laundry Equipment inc. R&M	Fife Council	Q3 2025	£ 625,000
Hot Beverages (Coffee and Coffee-Related Products)	Scotland Excel	Q4 2025	£ 250,000
Housing Service Customer Satisfaction Survey	Fife Council	Q4 2026	£ 90,000
Hybrid Mail *	Scottish Procurement	Q1 2026	£ 766,000
iDox Uniform and Document Management System *	CCS	Q4 2025	£ 505,415
Independent Professional Observer	Fife Council	Q2 2025	£ 72,000
Infoblox Licences	Scottish Procurement	Q4 2026	£ 157,000
Information Handling System	Fife Council	Q3 2025	TBC
Janitorial Products	TBC	TBC	TBC
Leadership Coaching Programme Fife Care Homes	Fife Council	Q4 2026	£ 499,472
Legal Case Management System	TBC	TBC	TBC
Legal Services	TBC	TBC	TBC
Leisure Management System *	Fife Council	Q1 2026	£ 765,308
Library Books, Educational Textbooks and Multimedia Supplies *	Scotland Excel	Q3 2025	£ 1,900,000
Lone and Remote Working Solutions with Integrated Alarm Receiving Centre *	Fife Council	Q4 2025	£ 1,000,000
Low Income Family Tracker	CCS	Q1 2026	£ 81,988
Managed Security Operations Centre	CCS	Q4 2025	£ 600,000
Media Services	Scottish Procurement	Q1 2026	£ 136,000
Medical Equipment *	Fife Council	Q1 2027	£ 6,800,000
Microsoft Education Licences	CCS	Q1 2026	£ 1,021,000
Metal Sheds and Garden Storage *	Fife Council	Q3 2026	£ 76,000
Merchant Services *	CCS	Q1 2026	£ 576,000
Milk Bar Fridge Hire and Accessories	TBC	TBC	TBC
Milk Products	Scotland Excel	Q3 2025	£ 280,000
Mobile Connectivity Services *	Scottish Procurement	Q2 2026	£ 262,836
Modern Apprentice & Traineeship Training Delivery *	Fife Council	Q2 2025	£ 300,000
Occupational Health Service	TBC	Q4 2025	£ 279,516
Oracle University	Fife Council	Q4 2025	£ 84,000
Park Management Park Office	ESPO	Q3 2025	£ 198,000
Parking Management Park Office	ESPO	Q3 2025	£ 198,000
Postal Services *	CCS	Q1 2027	£ 184,000
Prepaid Payment Solution	CCS	Q4 2026	£ 360,000
Print Services	Scottish Procurement	Q1 2027	£ 250,000
Project Online Implementation	CCS	Q3 2025	£ 260,000
PPE and Workwear	Scotland Excel	Q3 2026	£ 180,000
Pre-Packed Cakes and Biscuits Products	TBC	TBC	TBC
PTX Bottomline *	Fife Council	Q3 2025	£ 75,740
Purchasing Cards *	CCS	Q4 2025	
Repair & Maintenance of Swimming Pool Equipment *	Fife Council	Q1 2026	£ 936,000

Description	Anticipated Procurement Route/Owner (if known)	Anticipated Start of Procurement Activity	Anticipated Total Value (where known)
Review of Council Discounts and Exemptions	Fife Council	Q1 2027	£ 190,000
School Transport Management System	TBC	TBC	TBC
Servicing & Repairing of Medical Aids *	Fife Council	Q2 2025	£ 288,000
Servicing of Electric Profiling Beds	Fife Council	Q1 2026	£ 84,000
Servicing of Stair Climbers	Fife Council	Q1 2026	£ 65,000
Sheriff Officers/Debt collection	Scotland Excel	Q3 2025	£ 263,000
SLA: Hygienic Cleaning of Medical Aids *	Fife Council	Q4 2026	£ 500,000
Social Care Agency Workers *	Scotland Excel	Q4 2025	£ 8,000,000
Software Development Framework	TBC	TBC	TBC
SolarWinds Licence, Support and Maintenance *	Scottish Procurement	Q1 2027	£ 88,553
Specialised Paper and Wide Format Media	Fife Council	Q4 2025	£ 300,000
Storage & Removal Services	Fife Council	Q2 2026	£ 332,650
Street Cleansing Solution	CCS	Q2 2026	£ 139,688
Structures and Bodies of Water Solution *	CCS	Q4 2025	£ 119,200
Supply and Erection of Memorial Plaques and Path Kerbers	Fife Council	Q1 2026	£ 105,000
Supply and Maintenance of Cleaning Equipment	TBC	TBC	TBC
Supply and Maintenance of Water Coolers *	Fife Council	Q2 2025	£ 120,000
Supply and Support F5 Load Balancing	Scottish Procurement	Q4 2026	£ 68,617
Squiz DXP	TBC	Q4 2026	£ 238,000
Swimming Pool Chemicals *	TBC	Q1 2026	£ 386,056
Technology Enabled Care *	Fife Council	Q4 2025	£ 513,600
Temporary & Interim Staff Services	Scottish Procurement	Q4 2026	£ 2,000,000
TF Cloud *	CCS	Q1 2026	£ 350,000
The Bravest Path Leadership Development	TBC	TBC	TBC
Trading Standards Case Management *	CCS	Q4 2025	£ 127,541
Tranman Fleet Management	CCS	Q4 2026	£ 123,656
Travel Services	TBC	TBC	TBC
Treasury Support *	FifeCouncil	Q1 2027	£ 175,350
Trust external audit of accounts *	TBC	Q4 2025	£ 160,000
Vending Services	TBC	TBC	TBC
VisualFiles	FifeCouncil	Q4 2026	TBC
Voting and Engagement Services for Pension Fund *	TBC	Q4 2025	£ 630,000
Washroom Solutions and Sanitary Products	Scotland Excel	Q1 2026	£ 510,690
Waste Disposal System*	Fife Council	Q4 2025	£ 230,000
Weather Bureau Service	TBC	Q1 2026	£ 190,637
Window Blinds *	Fife Council	Q4 2025	£ 1,200,000
Window Cleaning Services	TBC	TBC	TBC
Workforce Development Qualifications For Health & Social Care *	Fife Council	Q3 2025	£ 432,000
Works Management Solution	TBC	TBC	TBC
Yotta Back Office and Mobile Application System	CCS	Q2 2025	£ 5,200,000

Environment and Fleet			
Analyst Service - Environmental Samples	Fife Council	Q3 2025	£ 145,000
Coachwork Service to Repair Accident Damaged Vehicles *	Fife Council	Q4 2025	£ 1,100,000
Disposal of Waste Chemicals	TBC	TBC	TBC
Eco Stars Recognition Scheme	Fife Council	Q4 2025	£ 156,000
Electric Vehicle Charging Point Strategy	Scotland Excel	Q4 2025	£ 200,000
Framework Agreement for the Repair, Supply and Fit of Hydraulic Hoses for Vehicles and Plant	Fife Council	Q1 2026	£ 360,000
Framework for Consultancy Requirements (note - scope spans across multiple categories)	Fife Council	Q3 2025	£ 7,500,000
Fuel Cards and Associated Services	CCS	Q4 2025	£ 240,000
Heavy and Municipal Vehicles	Scotland Excel	Q3 2025	£ 7,000,000
Hire and relocation of welfare and secure stores *	Fife Council	Q2 2026	£ 2,664,000

Description	Anticipated Procurement Route/Owner (if known)	Anticipated Start of Procurement Activity	Anticipated Total Value (where known)
Hire of Equipment, Plant and Vehicles	Fife Council	Q1 2026	£ 8,569,000
Horticultural Materials *	Fife Council	Q2 2026	£ 451,500
Liquid Fuels	CCS	Q4 2026	£ 13,000,000
Lubricating Oils, Greases and Anti-freeze *	TBC	Q3 2025	£ 260,000
Recycle and Refuse Containers	Scotland Excel	Q3 2025	£ 573,000
Road AI	CCS	Q3 2025	£ 96,450
Vehicle and Plant Hire	Scotland Excel	Q3 2025	£ 6,778,000
Vehicle Conversions	CCS	Q4 2025	£ 1,547,393
Vehicle Parts	Scotland Excel	Q4 2025	£ 1,000,000
Vehicle parts - parts for light and heavy vehicles and auto electric parts	Scotland Excel	Q3 2025	£ 699,195
Vehicle Tyres	Scotland Excel	Q2 2025	£ 2,200,000
Winter Maintenance Provision	Fife Council	Q3 2026	£ 71,000

### Travel & Transportation

Bus & Coach DPS	Fife Council	ongoing	
Education Taxi & Minibus DPS	Fife Council	ongoing	£ 36,000,000
Secure Care Transport Framework	Fife Council	Q3 2026	£ 6,000,000
Social Work & Housing Transport Framework	TBC	Q1 2026	TBC

### Social Care & Education

Flexible Framework for the Provision of Care at Home for Adults and Older People *	Fife Council	Q1 2026	£76,461,793
Flexible Framework for the Provision of Supported Living for Adults and Older People *	Fife Council	Q1 2027	£92,236,960
Fostering and Continuing Care Service	Scotland Excel	Q3 2026	£20,000,000
Glenrothes Core and Cluster 1	TBC	TBC	TBC
Inverkeithing Core and Cluster 1	TBC	TBC	TBC
Musical Instruments	Scotland Excel	Q1 2026	£ 135,000
National Care Home Contract *	TBC	Q3 2026	£453,000,000
Oakley Core and Cluster 1	TBC	TBC	TBC
Provision of Childcare Early Learning & Childcare for 2, 3 & 4 Year Olds	TBC	TBC	TBC
Scottish Autism *	Scotland Excel	Q3 2025	£20,000,000
Secure Care	Scotland Excel	Q4 2025	£105,000,000
Servicing & Repair of CDT Machinery & LEV Systems *	Fife Council	Q2 2027	£361,876
Timber Materials for Education *	Scotland Excel	Q2 2027	£180,000
Voyage Care *	Scotland Excel	Q2 2026	£ 544,742
Youth Justice Service *	Fife Council	Q2 2026	£ 975,000

### Utilities

Supply of Electricity*	Scottish Procurement	Q1 2026	£ 44,000,000
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### Transportation Works




C1 Road Maintenance & Minor Civil Engineering Works *	Fife Council	Q1 2026	£ 21,000,000
C14 Lighting Installation Works (up to £1m)	Fife Council	Q3 2025	£ 6,000,000
Road Recycling	Fife Council	Q4 2025	£ 9,600,000

### Construction Materials



Construction Materials	TBC	Q2 2025	TBC
Electrical Materials	Scotland Excel	Q3 2025	£ 4,900,000
Fire Suppression framework	TBC	TBC	£ 2,400,000
Heating Kits (Installs/Voids)	Scotland Excel	TBC	TBC



Description	Anticipated Procurement Route/Owner (if known)	Anticipated Start of Procurement Activity	Anticipated Total Value (where known)
Ironmongery & Adhesives	Scotland Excel	TBC	TBC
Kitchen Materials	Scotland Excel	Q2 2025	£ 2,004,000
Plumbing Materials (Stock/Directs)	Scotland Excel	TBC	TBC
Salt	Scotland Excel	Q3 2026	£ 1,895,992
Timber and Sheet Timber	Scotland Excel	TBC	TBC
<b>Construction Works</b>			
Automatic Door and Roller Shutter Service and Maintenance *	Fife Council	Q2 2026	£ 696,000
Communal Doors	Fife Council	Q1 2026	£ 875,000
Electrical Installations, Testing and PV Installations *	Fife Council	Q2 2025	£ 26,000,000
Electrical PAT Testing	Scotland Excel	Q4 2025	£ 1,386,196
Energy Efficiency Advice and Support	Scotland Excel	Q2 2026	£ 474,000
Fitting Only UPVC Doors & Windows *	Fife Council	Q2 2025	£ 5,425,728
Floor Coverings Lifting & Relaying	Fife Council	Q1 2026	£ 2,500,000
Glazing Framework	Fife Council	Q2 2026	£ 1,600,000
Heating Installation Services and Gas Servicing (Domestic)	Fife Council	Q4 2026	£ 12,340,000
Internal & External Painting & Plastering to Domestic and Commercial Properties	Fife Council	Q4 2026	£ 6,000,000
Kitchen Installations (Domestic)	Fife Council	Q3 2026	£ 4,000,000
Maintenance & Repairs of Passenger Lift Installations	Fife Council	Q3 2025	£ 700,000
Maintenance & Repairs to Central Battery Installations	Fife Council	Q2 2025	£ 375,000
Maintenance and Repairs to Commercial Heating Installations	Fife Council	Q2 2025	£ 4,400,000
Maintenance of Artificial Pitches	Scotland Excel	Q1 2026	£ 284,000
Mechanical and Electrical Professional Services Framework	Fife Council	Q4 2025	£ 500,000
Minor Builders Work*	Fife Council	Q4 2025	£ 1,000,000
Replacement bathrooms, shower and wet floor shower installations	Fife Council	Q1 2026	£ 10,000,000
Roof Repairs and Replacements	Fife Council	Q2 2025	£ 7,560,000
Roofing Framework (Flat Roofs)	Fife Council	Q4 2025	£ 6,000,000
Scaffolding and Associated Services Framework	Fife Council	Q1 2027	£ 4,870,684
Servicing and Repair of Warden Call Equipment	Fife Council	Q3 2025	£ 250,000
Servicing and Repairs to Air Conditioning, AHU's and Chillers	Fife Council	Q4 2025	£ 1,113,264
Servicing, Maintenance and Repair of Fire Alarm Systems	Fife Council	Q4 2025	£ 880,000
Servicing, Repairs & Monitoring of Intruder Alarms and Door Entry Systems	Fife Council	Q4 2025	£ 1,284,000
Supply & Install Curtain Walling *	Fife Council	Q3 2025	£ 10,000,000
Supply & Installation of Ramps	Fife Council	Q3 2025	£ 1,950,000
Supply and Installation of Fire Alarm, Intruder Alarm, Door Access and CCTV *	Fife Council	Q4 2025	£ 500,000
Supply of Power Tools	Scotland Excel	Q4 2025	£ 475,000
Survey, Design & Supply and Delivery of Windows and Doors *	TBC	Q4 2025	£ 9,100,000

This report summarises progress on the Procurement Strategy Delivery Plan and uses a ‘traffic light’ symbol to indicate the status of each activity.


	activity is progressing in line with expected/agreed timelines and results
	activity is progressing at a slower pace than anticipated and/or results have been weaker than expected
	activity is currently stalled or significantly behind schedule

**Strategy Delivery Plan 2025-2030 (Reporting period 2024-25)****Strategic Driver 1****Community Wealth Building incorporating Sustainable Procurement (Environmental, Economic, Social and Ethical Considerations)**

Objective	Action	RAG Status	Progress Summary	APR Next Steps 25/26 and beyond
1.1	Use of Sustainable Procurement Tools		<ul style="list-style-type: none"> <li>Procurement continues to use the Scottish Government's Sustainable Procurement Tools to embed environmental and social criteria in procurements.</li> </ul>	<ul style="list-style-type: none"> <li>Procurement will carry out further analysis to segment the supplier base and prioritise high impact spend categories for sustainability improvements. By identifying which contracts have the greatest social, economic or environmental impact, the team can target efforts (for instance, focusing on high-carbon categories to achieve climate targets).</li> </ul>
1.2	Increase the scale and range of community benefits achieved.		<ul style="list-style-type: none"> <li>A draft Community Benefit Framework was developed to coordinate contributions from suppliers toward community projects, accompanied by a new request form and buyers' guide.</li> <li>Procurement also prepared a methodology to track and report community benefits (such as jobs, apprenticeships, local spend) to better measure social value.</li> </ul>	<ul style="list-style-type: none"> <li>Standardise approach to Community Benefits across departments where appropriate.</li> <li>Pilot a construction specific methodology within construction areas.</li> <li>Review of lessons learned from a "community project bank" pilot in South and West Fife is planned, working with Fife Voluntary Action and local forums, to match supplier contributions with community needs.</li> <li>Continue to drive Community Wealth Building by maximising use of local suppliers and requiring community benefits in major contracts</li> </ul>




Objective	Action	RAG Status	Progress Summary	APR Next Steps 25/26 and beyond
1.3	SME and Third Sector Organisations Access to Contracts, and Local Procurement		<ul style="list-style-type: none"> <li>• Efforts to identify and address barriers for SMEs are ongoing during the strategic phase of the procurement process.</li> <li>• Supply chain opportunities are considered during strategy development, including lot inclusion, engagement with Economic Development, Community Benefits, supplier development programs, and fostering supplier collaboration.</li> <li>• Quick Quote processes for lower-value contracts were consciously used to invite local firms, and category strategies considered dividing contracts into lots where feasible to make opportunities accessible to smaller suppliers.</li> </ul>	<ul style="list-style-type: none"> <li>• Continued engagement with 'Local Procurement Group', a network of senior representatives of key council services.</li> <li>• Continued participation in relevant Boards/working groups.</li> <li>• Continued supplier development via organised events such as Meet the Buyer and through tailored support programmes, such as 'Build Fife'.</li> <li>• Ongoing Review of feedback from tenderers/prospective tenderers on their experience of the Tender process and take on board any comments or suggestions.</li> <li>• Consideration of 'Buy Social' pledge commitments to implement effectively.</li> </ul>
1.4	Social/Ethical – Fair Work Practices/Fair Work First		<ul style="list-style-type: none"> <li>• Procurement has embedded Fair Work First principles in all regulated tenders (e.g. requiring Real Living Wage payment and other fair work practices) and included commitments like the Construction Charter in relevant contracts.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide stronger guidance on applying Fair Work Practices in procurement and monitor Real Living Wage commitments more rigorously.</li> <li>• Ongoing supplier engagement will encourage any contractor not yet paying the Real Living Wage to do so, using upcoming tenders as leverage to improve fair work outcomes.</li> <li>• Enhanced monitoring/reporting via 'unique supplier list'.</li> <li>• Strengthen guidance/approach to tackling ethical issues, through inclusion of consideration at strategy stage.</li> </ul>






Objective	Action	RAG Status	Progress Summary	APR Next Steps 25/26 and beyond
1.5	<p>Climate Crisis and Environment:</p> <p>Ensure procurement strategies make informed decisions by engaging early with suppliers to create innovative solutions to positively respond to the climate challenge; eliminating waste throughout the supply chain where possible; and act in a way that will secure net zero emissions through a Just Transition and promote a circular economy.</p>		<ul style="list-style-type: none"> <li>Initial steps were taken to confront the climate crisis through procurement: case studies on climate-friendly procurement were published in collaboration with Sustainable Scotland Ltd, and category teams began implementing life-cycle impact mapping for key purchases. These efforts align procurement with broader goals in Fife's Economic Strategy and Community Wealth Building Policy Framework.</li> </ul> <p>Amber status as pro-active use of Sustainable Procurement tools is not fully deployed. Linked to 1.1</p>	<ul style="list-style-type: none"> <li>Leverage the insights from the Sustainable Scotland Ltd. analysis to create a Climate-Conscious Procurement Action Plan.</li> <li>Provide category-specific sustainable procurement training where required, to ensure procurement and service staff jointly consider carbon reduction, circular economy and biodiversity in procurement planning.</li> <li>Incorporate whole-life costing tools more formally into evaluations – perhaps pilot using the Scottish Government's carbon metric tool for at least one major contract and scale up its use.</li> </ul>



## Strategic Driver 2



### Compliance and Supporting the Council's Financial Challenges



Objective	Action	RAG Status	Progress Summary	APR Next Steps 25/26 and beyond
2.1	Development and implementation of Category Strategies		<ul style="list-style-type: none"> <li>Category Strategies for key spend areas have been drafted, laying out opportunities such as innovative sourcing approaches and supplier development to drive savings and policy outcomes over 2025–2030.</li> </ul>	<ul style="list-style-type: none"> <li>Move from planning to execution. For each category strategy, 2–3 top-priority initiatives will be progressed.</li> </ul>
2.2	Retrospective Checking – compliance and opportunities identification		<ul style="list-style-type: none"> <li>The procurement team have conducted retrospective spend checks (audit of purchase orders and spend after the fact) to identify maverick or off-contract purchasing.</li> <li>Where non-compliant spend is found, actions were taken – such as setting up new contracts or enforcing existing ones.</li> </ul> <p>Amber status - process is cumbersome and due to conflicting demands and priorities, requires refinement to make manageable and ensure effectiveness.</p>	<ul style="list-style-type: none"> <li>The next steps will be a refinement of retrospective compliance checks.</li> <li>Procurement will systematically review spend data. By doing so, the team can proactively identify compliance issues and intervene early (for example, through targeted training or by setting up contracts where gaps exist).</li> <li>The goal is to raise the percentage of spend that is on-contract and compliant.</li> </ul>
2.3	Effective stakeholder engagement		<ul style="list-style-type: none"> <li>Stakeholder feedback mechanisms introduced: internal service departments provide feedback via MS forms and tenderers provide feedback via Economic Development.</li> <li>“Procurement Strategy Introduction” briefing for internal stakeholders and elected members created, aiming to raise awareness and buy-in of the procurement strategy.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to provide procurement clinics to discuss upcoming needs, explain procurement processes, and gather feedback.</li> <li>Ongoing stakeholder engagement with relevant stakeholders.</li> </ul>

Objective	Action	RAG Status	Progress Summary	APR Next Steps 25/26 and beyond
2.4	Effective Contract and Supplier Management		<ul style="list-style-type: none"> <li>Corporate Procurement Officers regularly use the available CSM templates.</li> <li>DPA officers continue to implement their tailored CSM practices.</li> <li>H&amp;SCP are currently piloting a new CSM process &amp; associated documentation, developed jointly by the H&amp;SCP and the Procurement Team. There are plans to adapt this for use by Children &amp; Families in the future.</li> </ul>	<ul style="list-style-type: none"> <li>Procurement will work closely with operational contract managers to monitor supplier performance, delivery of community benefits, and issues like timely payment to subcontractors.</li> <li>Review the use of PCS-t as a CSM tool.</li> </ul>
2.5	Monitoring and review of supply chain impacts		<ul style="list-style-type: none"> <li>Supply chain impacts (like market price volatility or supplier stability issues) are being monitored, with a Supply Chain Impact Report and central risk register updated as needed.</li> </ul>	<ul style="list-style-type: none"> <li>Continue the active monitoring of supply markets.</li> <li>“Supply Chain Resilience” initiatives: maintain proactive dialogues with critical suppliers and industry groups</li> <li>Continue to utilise Scotland Excel’s Supply Chain Intelligence reports and update Fife’s internal Supply Chain Report, sharing insights with relevant stakeholders.</li> </ul>
2.6	Collaboration opportunities – sharing of information, benchmarking etc., collaborative procurement activity.		<ul style="list-style-type: none"> <li>Procurement have participated in collaborative procurement discussions, although formal collaborative projects (e.g. joint tenders with other councils or public bodies) have not advanced yet.</li> <li>Sharing of category specific information/best practice etc. through relevant forums.</li> </ul>	<ul style="list-style-type: none"> <li>To address the lack of progress in formal collaborations, Procurement will reinvigorated efforts to pursue collaborative procurement.</li> <li>Where possible, collaborate with other local authorities or public bodies for appropriate procurements.</li> <li>Procurement will also actively participate in national procurement networks (like Scotland Excel forums) to share best practices and identify joint contracting opportunities.</li> </ul>

**Corporate Strategy, Development and Continuous Improvement of the Procurement Function**



Objective	Action	RAG Status	Progress Summary	APR Next Steps 25/26 and beyond
3.1	Collective ownership - Further embed Procurement as a strategic partner, ensuring procurement is considered a key enabler in the delivery of council strategies, policies and projects as well as being essential to drive compliance		<ul style="list-style-type: none"> <li>Procurement is now more deeply involved in corporate strategic planning – representatives sit on various boards and working groups (such as Economic Recovery, Community Wealth Building, and major project boards) to ensure early input into new initiatives.</li> <li>The Head of Procurement provides regular briefings to leadership, elevating procurement's profile and ensuring that executives are aware of procurement performance and risks.</li> <li>Outreach efforts included attending service team meetings to plan upcoming procurements collaboratively, indicating a more integrated approach with frontline departments.</li> </ul>	<ul style="list-style-type: none"> <li>Procurement will extend its involvement to additional boards or strategic initiatives.</li> <li>Broadening conversations to include the procurement commitments of external entities (like partner organisations or Arm's Length External Organisations) in Fife's future strategy.</li> <li>Collaborating with entities such as health and social care partners or local trusts to align procurement efforts.</li> </ul>
3.2	Ensure awareness, knowledge and understanding of procurement.		<ul style="list-style-type: none"> <li>An update of the Council's Scheme of Tender Procedures was approved in 2023 and since then presentations/training were delivered to various services to increase understanding of procurement rules.</li> <li>Presentations and training sessions were delivered to staff on a variety of procurement topics</li> </ul>	<ul style="list-style-type: none"> <li>With the Scheme of Tender Procedures now refreshed and approved, procurement will focus on embedding these rules and monitor compliance</li> <li>Continued training and briefing sessions for staff on any changes (e.g. updated thresholds or processes) will be provided as required.</li> </ul>

Objective	Action	RAG Status	Progress Summary	APR Next Steps 25/26 and beyond
3.3	Effective Resource Planning and Staff Development		<ul style="list-style-type: none"> <li>Two Modern Apprentices have been promoted into full-time roles</li> <li>Two new apprentices have been recruited, embracing a “grow our own talent” approach.</li> <li>Completion of CIPS Level 4 course for identified Corporate Procurement Officers.</li> </ul>	<ul style="list-style-type: none"> <li>Consideration of CIPS Levels 5 and 6 for Corporate Procurement Officers</li> <li>Resourcing will continue to be monitored and recorded in the functional risk register</li> </ul>
3.4	Staff Development		<ul style="list-style-type: none"> <li>The Procurement Development Framework is utilised to identify competency gaps.</li> <li>Staff attended workshops on commercial improvement, legal/ethical procurement (including a National Crime Agency session on illicit practices), and innovation in Public Contracts Scotland usage.</li> <li>Two existing Modern Apprentices completed their Level 3 procurement diplomas and have been retained to continue developing their careers</li> <li>Personal Development Plans completed for all staff, and targeted eLearning modules (including mandatory training on core procurement policies) were rolled out to address identified gaps</li> <li>Peer learning sessions were conducted for staff with Delegated Procurement Authority across the Council to share knowledge and reinforce good practice.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to utilise Scotland Excel Academy and other relevant offerings for ad-hoc training/development requirements.</li> <li>Refresh of the Procurement Development Framework to identify developmental needs.</li> <li>Support officers to complete CIPS Level 4 and consideration of further advancement to Levels 5 &amp; 6.</li> <li>Mentorship and Knowledge Transfer: Pair less experienced staff with more experienced mentors in the team for specific tasks to accelerate their development.</li> <li>Consideration of the national Procurement People of Tomorrow program to tap into broader talent pipelines and initiatives.</li> </ul>



Objective	Action	RAG Status	Progress Summary	APR Next Steps 25/26 and beyond
3.5	Effective governance, improved compliance and ensuring best practice utilised and best value achieved.		<ul style="list-style-type: none"> <li>• Ongoing utilisation and advancement of the Procurement Review Board.</li> <li>• Delegated Procurement Authority List being monitored.</li> <li>• A review of standard documentation started to reflect regulatory changes and best practice (e.g. Disclosure (Scotland) Act 2020).</li> <li>• Consistently delivering timely updates to staff regarding changes in regulations, case law, statutory guidance, policies, and social value outcomes.</li> <li>• Audit actions and risk register are continuously updated.</li> </ul>	<ul style="list-style-type: none"> <li>• Procurement will monitor compliance with the Scheme of Tender Procedures.</li> <li>• Hold training and briefings including for instances when non-compliance occurs or when processes or thresholds change.</li> <li>• Minor review of Scheme of Tender Procedures to refine identified anomalies and/or gaps with wider refresh being due in 2026.</li> </ul>
3.6	Continuous Improvement		<ul style="list-style-type: none"> <li>• A new feedback loop was established: an MS Forms questionnaire is now sent to suppliers after tender exercises to gather feedback on the process. Output from the surveys is reviewed and led to some process tweaks to improve bidder experience. This kind of responsive adjustment demonstrates a commitment to continuous improvement in service quality.</li> <li>• Lessons learned have been recorded and referred to in the creation of new contract strategies. Lessons learned are also reviewed and discussed in regular team meetings.</li> <li>• The Procurement Review Board and leadership support have helped to drive continuous improvement.</li> </ul>	<ul style="list-style-type: none"> <li>• Analyse feedback responses for trends. Use these insights to continuously refine documents and processes.</li> <li>• Consideration of options for training requirements for council services.</li> </ul>

Objective	Action	RAG Status	Progress Summary	APR Next Steps 25/26 and beyond
3.7	Procurement and Commercial Improvement Programme (PCIP)		<ul style="list-style-type: none"> <li>• The procurement function successfully completed its Procurement &amp; Commercial Improvement Programme (PCIP) assessment in March 2024 (a Scotland-wide maturity assessment).</li> <li>• Results indicated an improvement in several areas compared to the previous assessment, highlighting the payoff of team development and process refinement.</li> <li>• Moreover, the Annual Procurement Report and audit findings for 2024 showed procurement remained in compliance with all statutory requirements (e.g. publication of required reports, adherence to the Procurement Reform Act obligations).</li> </ul>	<ul style="list-style-type: none"> <li>• The procurement team will analyse the PCIP feedback and establish a set of targeted improvements to further increase the score in the next assessment cycle.</li> <li>• Develop an action plan for any improvement areas identified within the PCIP assessment.</li> </ul>

Effective Procurement Policy, Guidance and Tools

Objective	Action	RAG Status	Progress Summary	APR Next Steps 24/25
4.1	General		<ul style="list-style-type: none"> <li>Fife Council's procurement policies have been kept current with national changes.</li> <li>Over the last year, the team updated the internal guidance notes to reflect the latest Scottish Government policy notes, e.g. Fair Work First guidance.</li> <li>Similarly, new policies on prompt payment to sub-contractors and community wealth building have been integrated into the Council's standard procurement procedures.</li> <li>Document log is constantly updated.</li> <li>Progress was made in leveraging technology to improve procurement efficiency to capture more supplier data – Real Living Wage payment, accredited supplier status, community benefits etc.</li> </ul>	<ul style="list-style-type: none"> <li>Continue the comprehensive review of all standard templates (e.g. Procurement Strategy Documents, Pre-Qualification Questionnaires, contract terms) to ensure they reflect the latest legislation and Council priorities.</li> <li>A target to launch updated templates and process maps by a certain date, following any new Scottish Government procurement legislation or policy note.</li> <li>Develop/enhance processes and guidance around Serious Organised Crime.</li> <li>Evaluate the use of AI, assessing risks and benefits.</li> </ul>
4.2	Effective Procure to Pay (P2P Processes and Data)		<ul style="list-style-type: none"> <li>Progress was made in leveraging technology: capturing more supplier data in the system (such as Real Living Wage payment status, community benefit outputs, etc.) so that these can be reported on.</li> </ul> <p>Amber status as use of varying systems/reporting tools is disjointed and requiring significant manual recording and maintenance.</p>	<ul style="list-style-type: none"> <li>Explore additional Oracle P2P functionality and wider technology that could automate some compliance checks or spend analysis currently done manually.</li> <li>Begin to develop a high-level manual to bring together purpose and dependencies of various tools in use – e.g. PCS, PCS-T, Oracle Cloud (and offline such as MS Lists, spreadsheets), etc.</li> </ul>



Objective	Action	RAG Status	Progress Summary	APR Next Steps 24/25
4.3	Effective Risk Management		<ul style="list-style-type: none"> <li>Ongoing efforts included monitoring the Central Risk Register for strategic and category procurement risks (which is regularly reviewed and updated)</li> <li>Contract risks continue to be assessed at strategy stage and monitored by the procuring officer on an ongoing basis, with input from the client service where required</li> </ul>	<ul style="list-style-type: none"> <li>Procurement will combine its risk management efforts with supply chain monitoring. Utilise insights from supply chain resilience work to update the risk register, ensuring any emerging risks (like supplier insolvencies or inflation impacts) are documented and mitigated.</li> <li>Regular reporting on procurement risks to senior management or audit committees will continue, with an eye on emerging issues like changes in the economic climate or new regulatory requirements</li> <li>Regular Fraud Prevention/Awareness Sessions for procuring staff, in conjunction with Corporate Fraud colleagues.</li> </ul>
4.4	Working Collaboratively		<ul style="list-style-type: none"> <li>The procurement team collaborated with Economic Development colleagues on supplier development events.</li> <li>Representation on strategic boards, e.g. Local Economic Recovery Board and the Community Wealth Building Support Group, ensuring that progressive procurement is factored into economic recovery plans</li> <li>The service has increased engagement with front-line departments through outreach – for example, attending service team meetings to plan upcoming procurements collaboratively.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to engage with Fife Partnership organisations on a strategic and operational level.</li> <li>Identify areas for joint procurement with other public bodies.</li> <li>Building on the collaborative working theme, procurement will seek opportunities for joint procurement initiatives (as noted earlier for Driver 2). It will also explore technology to support the “front-end” of procurement – i.e., tools or platforms that improve the experience for the community and suppliers.</li> </ul>

**Appendix 2A****Customer Satisfaction Surveys – Highlights****Thirty-six responses received. Quantitative questions – results:**

Question	Result/Average Score out of 5 (rounded to two decimal places)
Did your procurement exercise keep to the projected timetable for tender issue?	Yes – 27 No – 5 Blank - 4
How would you rate the service provided in preparation for the tender exercise, i.e., contract strategy and tender documentation drafting (may also have been referred to as Procurement Summary Report?	4.66
How would you rate the support provided during the evaluation process?	4.63
How would you rate the quality of the content presented in the evaluation and award report (may also have been referred to as Procurement Summary Report/PSR), explaining the process and providing a recommendation?	4.69
How would you rate the ease of contact with relevant procurement staff?	4.91
How would you rate staff helpfulness in relation to the procurement activity/support?	4.91
How would you rate your satisfaction with the procurement activity as a whole?	4.82

## Selection of qualitative comments:

Nothing too much trouble

Very knowledgeable and help us throughout the process

Support was very helpful

Excellent comms at all stages

Fully satisfied with the whole process

Ahead of schedule!

Keep doing what you are doing, well done team

Excellent service provided by FC Procurement Team

Plenty support available if required

First class

Fully explained as always

Helped us through the process and it worked out very well

Excellent colleague and a good source of support to our team

Always had good service from the Procurement staff who sometimes seem to be under undue pressure due to workloads

All information provided was clear and easy to understand

Team did a good job of steering us through a complex process– it is time consuming though!

Easy to understand

All went extremely well

Communication and contact was excellent

Always good communication and structured meeting with procurement

Service, as usual, was excellent

Guided in relation to what the most appropriate route and tasks would be to get there.

Kept me informed every step of the way

Readily available and answered queries very promptly

Relatively straightforward process– very helpful throughout and answered queries promptly.

Have previous good experiences during tendering processes

No concerns. Process was thorough.

Worked with the template documents so straightforward

**Constructive comments/responses (note, some comments have been merged and/or summarised where there is common theme):****Questions:**

- **Is there any aspect of Procurement activity that you feel would warrant training and/or guidance that would be of benefit to your service?**
- **Any other comments**

<b>Customer Response</b>	<b>Procurement Response</b>
Qualitative questions are difficult to score because there isn't an obvious right and wrong answer and comparing with other submissions isn't permitted.	New eLearning is available to support the evaluator role and is now being promoted (Tender Evaluation for Evaluators).
Frustrations around use of First Contact and its efficiency/practicalities for a procurement process (4 instances of this being a cause of delay).  Also, statement – unclear what expected time frames were.	Procurement recognises that use of a call-management system is not always practical for certain pieces of procurement activity. It is useful for new requirements to be logged so that resources can be considered and allocated etc., but for routine renewals, it is unlikely to add value. Procurement is reviewing and willing to take a flexible and pragmatic approach for its use.  In terms of unclear of expected time frames for response/action – Procurement shall look to consider high level expectations for different scenarios to share with council services.
For someone who had not been involved with the entire process, unsure of mechanics of what was to be done and how etc.	Consider opportunity for presenting key aspects of each stage of the procurement process for end-to-end visibility and understanding.
A bit rushed to meet the board deadline	The internal governance for approval of procurement stage gates is facilitated by a Procurement Review Board (PRB). This meets weekly on a Thursday with papers due by close of play the prior Friday. These timescales should be factored into individual procurement timelines, but there is an avenue for exceptions in extreme circumstances to enable reviews out with the routine meeting if necessary.

<b>Customer Response</b>	<b>Procurement Response</b>
Complexities and acknowledgement of time-consuming process.	<p>A procurement process can be complex and time-consuming due to its regulated nature and significant commitment in terms of financial resource leaving the council.</p> <p>Procurement makes effort to explain the process to those involved at the outset of a procurement exercise, but for those who have not experienced this before, the activity is often underestimated.</p> <p>Service areas should identify suitable resources to be involved and ensure that capacity is provided to allow the process to be undertaken at an appropriate pace and quality alongside existing business needs.</p> <p>Introduction to Public Procurement – new national eLearning now available to provide insight into the activity and legislative requirements etc.</p>
Ongoing training/awareness sessions would be beneficial	<p>A series of workshops were offered as standard following the refreshed implementation of the Scheme of Tender Procedures in July 2023. These remain available upon request.</p> <p>Enhanced content on Fife Council intranet (Staff Toolbox) for self-serve/sign-posting etc.</p>



# 2024-25 Procurement Highlights – Spend/Contracts



**£686m Spend**

**Circa. £540m contract  
portfolio  
(circa. 535 contracts)**



**51% spend  
through  
collaborative  
frameworks**



**£14.2m  
Financial  
Savings/  
Benefits**



**261 regulated procurement exercises awarded  
with value of £644.9m (£333.7m per annum)**



# 2024-25 Procurement Highlights – Sustainable Procurement (Community Wealth Building)

*\*PCS (Public Contracts Scotland) is the national public sector procurement portal for advertising and awarding contracts. This portal is used for both regulated and unregulated procurement activity.*



**56% contracts awarded (via PCS\*)**  
**31% (regulated\*) to Fife businesses**

**35% (£242m) of spend with Fife based businesses**

**additional 32% of spend (£222m) 'Part-Local'\*\***

**\*\*depot and/or staff deployed in Fife**



**94% suppliers\* committed to paying the Real Living Wage**

**\*awarded a contract in 2024-25**

**88% contracts awarded (via PCS\*)**  
**72% (regulated\*) to Small and Medium Enterprises (SMEs)**



**73% of spend with Scottish Businesses**





# 2024-25 Community Benefits Summary (Community Wealth Building)



Jobs: 932 opportunities  
Apprentices:  
37 people/ apprenticeships  
plus 1495 weeks

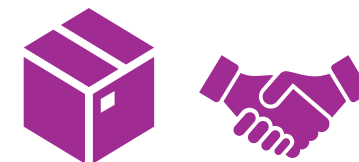


>£270k worth  
of donations/  
social value  
contributions



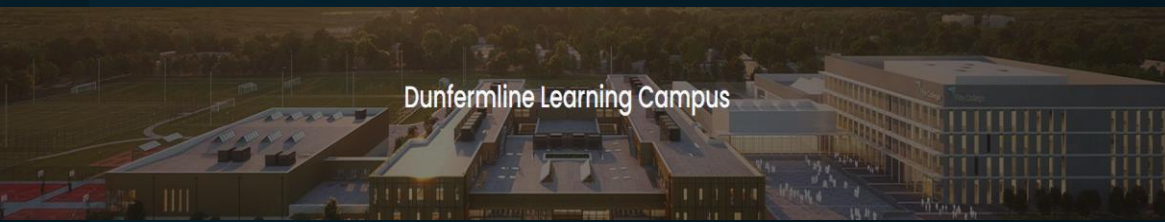
**Skills & Training:**  
Work placements  
>1350 hours  
workshops/training etc.

£43m work awarded to  
**local** micro/small/  
medium enterprises.



>reduction of 306  
tonnes of CO<sub>2</sub>  
emissions and diverted  
waste

Dunfermline Learning Campus





NOTE: reference to contract is also to be construed as meaning a framework agreement

<b>1.</b>	<b>Organisation and report details</b>	
a)	Contracting Authority Name	Fife Council
b)	Period of the annual procurement report	1 <sup>st</sup> April 2024 to 31 <sup>st</sup> March 2025
c)	Required by s18 Procurement Reform (Scotland) Act 2014 to prepare and annual procurement report?	Yes
<b>2.</b>	<b>Summary of Regulated Procurements Completed</b>	
a)	Total number of regulated contracts awarded within the report period	261
b)	Total value of regulated contracts awarded within the report period	£644.935m
c)	Total number of unique suppliers awarded a place on a regulated contract awarded during the period	572
i)	How many of these unique suppliers are SMEs	413
ii)	How many of these unique suppliers are Third sector bodies	22
<b>3.</b>	<b>Review of Regulated Procurements Compliance</b>	
a)	Number of regulated contracts awarded within the period that complied with your Procurement Strategy	256
b)	Number of regulated contracts awarded within the period that did not comply with your Procurement Strategy	5
<b>4.</b>	<b>Community Benefit Requirements Summary</b>	
	<b>Use of Community Benefit Requirements in Procurement:</b>	
a)	Total number of regulated contracts awarded with a value of £4 million or greater	25
b)	Total number of regulated contracts awarded with a value of £4 million or greater that contain Community Benefit Requirements.	19
c)	Total number of regulated contracts awarded with a value of less than £4 million that contain Community Benefit Requirements	386
	<b>Key Contract Information on community benefit requirements imposed as part of a regulated procurement that were fulfilled during the period:</b>	
d)	Number of Jobs Filled by Priority Groups	932 people
e)	Number of Apprenticeships Filled by Priority Groups	37 People 1495 Weeks
f)	Number of Work Placements for Priority Groups	34 weeks 2 People
g)	Number of Qualifications Achieved Through Training by Priority Groups	0
h)	Total Value of contracts sub-contracted to SMEs	£43.02m

## Annual Procurement Report Template

## ANNEX A

i)	Total Value of contracts sub-contracted to Social Enterprises	Unknown
j)	Total Value of contracts sub-contracted to Supported Businesses	Unknown
k)	Other community benefit(s) fulfilled	£274,196 (donations (cash, equipment, materials and community support))
<b>5.</b>	<b>Fair Work and the Real Living Wage</b>	
a)	Number of regulated contracts awarded during the period that included a Fair Work First criterion.	209
b)	Number of unique suppliers who have committed to pay the real Living Wage in the delivery of a regulated contract awarded during the period.	539
c)	Number of unique suppliers who are accredited Living Wage employers and were awarded a regulated contract during the period.	103
<b>6.</b>	<b>Payment performance</b>	
a)	Number of valid invoices received during the reporting period.	731,560
b)	Percentage of invoices paid on time during the period ("On time" means within the time period set out in the contract terms	97.13%
c)	Number of regulated contracts awarded during the period containing a contract term requiring the prompt payment of invoices in public contract supply chains.	261
d)	Number of concerns raised by sub-contractors about the timely payment of invoices within the supply chain of public contracts.	1
<b>7.</b>	<b>Supported Businesses Summary</b>	
a)	Total number of regulated contracts awarded to supported businesses during the period	1
b)	Total spend with supported businesses during the period covered by the report, including:	£2,180,187
	i) spend within the reporting year on regulated contracts	£175,000
	ii) spend within the reporting year on non-regulated contracts	£2,005,187
<b>8.</b>	<b>Spend and Savings Summary</b>	
a)	Total procurement spend for the period covered by the annual procurement report.	£686,837,567
b)	Total procurement spend with SMEs during the period covered by the annual procurement report.	£354,688,477
c)	Total procurement spend with third sector bodies during the period covered by the report.	£87,371,530
d)	Percentage of total procurement spend through collaborative contracts.	51%

e)	Total delivered cash savings for the period covered by the annual procurement report	£5.587m
f)	Total non-cash savings value for the period covered by the annual procurement report	£8.611m
<b>9.</b>	<b>Future regulated procurements</b>	
a)	Total number of regulated procurements expected to commence in the next two financial years	220
b)	Total estimated value of regulated procurements expected to commence in the next two financial years	£1.19bn