



City Building Annual Procurement Report for Regulated Procurement Activity 1st April 2022 – 31st March 2023

Building a Sustainable Future



THE QUEEN'S AWARDS
FOR ENTERPRISE
PROMOTING
OPPORTUNITY
2021



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1. Introduction

As required under section 15 of the Procurement Reform (Scotland) Act 2014 (“the Act”), a contracting authority must publish a Procurement Strategy and subsequently produce an Annual Procurement Report, required by section 18 of the Act. The Annual Procurement report monitors the authority’s regulated procurement activities against delivery of its procurement strategy and should be published as soon as is reasonably practicable after the end of their financial year.

In accordance with the Regulations City Building (consisting of City Building (Glasgow) LLP and City Building (Contracts) LLP) has produced our fourth Annual Procurement Report. The content of this Report covers all regulated procurements completed during the period 1st April 2022 to 31st March 2023 and details how those procurements supported the objectives included within City Building’s Procurement Strategy.

Alongside monitoring regulated procurements in line with the Act our aim was to further enhance the procurement model already in place, with a view to:

- Setting out clear strategic objectives.
- Delivering and demonstrating real cash savings.
- Ensuring we continue to improve our procurement methods.
- Maximising efficiency and collaboration with partners.
- Continuing to improve access to public sector contracts, particularly for Small and Medium sized Enterprises (SMEs), other Supported Businesses, Co-operatives, Social Enterprises, and the Third Sector.
- Continually focusing on improving City Building’s sustainable procurement performance which contributes to reducing inequality.
- Increased focus on sustainable procurement including the more innovative use of Community Benefits Clauses (CBCs) and targeting suppliers own corporate social responsibility policies.
- Innovation
- Balancing competing requirements

This report details how the requirements of the Act have been met and also enhances City Building’s own unique social ethos of “Building a Sustainable Future” which underpins everything we do. Our work with others is based around our Corporate Values which are:

Our Values

The circumstances of the recent pandemic have highlighted the importance of our organisational values and how our values were translated by our Leaders and workforce in continuing to deliver, as a priority, for our customers and other stakeholders.

Our values which drive our purpose of building a better society by using our commercial success to deliver socially inclusive practices, responsible business and fair working practices all contributing to positive economic growth.

City Building LLP is committed to “Building a Sustainable Future” for our clients, partners, and employees. Through constant engagement with our customers, we ensure we have

a detailed interpretation of their aspirations and needs.

Our mission is to contribute excellence in construction, repairs, maintenance, manufacturing and training to customers, our employees, suppliers, and the local communities in which we work. To always give back to the communities is central to our core values.

Our unique social ethos will continue to underpin everything we do and will drive the creation of training and employment opportunities for a diverse range of people, including minority and other under-represented groups across Glasgow and beyond. We continue to be the country's leading employer of female and BME construction apprentices and this is something we are very proud of.

We will continue to contribute to build a better society by using socially inclusive practices, and delivering effective, accountable products and services which offer value for money and enhance the quality of life, safety, and wellbeing of our stakeholders.

Our values, which are embraced by all employees, are:

Excellence: to deliver quality in everything we do.

Honesty: to promote, at all times, honesty in our communication with all stakeholders, promoting partnerships and sustainability.

Ambition: to do more for our clients and partners and provide more opportunities for our employees and stakeholders as part of our change and growth strategies, succession planning and sustainability.

Trust: to be trusted by our employees, clients, and partners.

Community: to build more sustainable communities through social, economic and community engagement.

Building a Sustainable Future – Statement of Intent

City Building LLP has sustainability at the heart of our business, ensuring we boost productivity, diversify into new markets and whilst doing so benefit the local communities in which we live and work. Now is the time to grasp the opportunity of establishing this business as a recognised National leader in the 'just transition' towards a greener, cleaner, and more prosperous future for all.

Climate Change is one of the greatest challenges faced by us all. The Scottish Government has set 2045 when Scotland's economy is to become net zero. Working together with Glasgow City Council and Wheatley Housing Group, we aim to play our part in reducing our impact by managing our business in a sustainable way that reduces Greenhouse gas emissions and improves resource efficiency.

At the heart of our plans, we will promote fairness, equality, opportunity, and innovation to bring greater economic success alongside sustainable inclusive growth by the following actions:

Business Aims:

All our strategies will prioritise three pillars: economic, social and environmental.

- Our Corporate Social Responsibility policy and strategies will ensure all our activities drive our productivity and competitiveness through fairness, equality and sustainable employment in line with our Scottish Business Pledge accreditation.
- We will work to ensure our business activities positively impact on society through reducing our environmental undertakings and building community wealth.
- We will continue to use our economic success to implement socially inclusive practices in our recruitment processes particularly targeting those furthest away from the labour market.
- We will work with all stakeholders in increasing the adoption of renewable technologies creating a better environment, creating jobs and better communities. Our approach will build on the skills and talent within our workforce who have already delivered on so many Renewables installations throughout the City.

Sustainable Products - Technologies and Design

- We will embrace new and emerging renewable technologies in collaboration with our stakeholders and supply chain to ensure the most appropriate renewable technologies for each intended location are available.
- Our portfolio of modern, energy efficient house types ambitiously designed to current Scottish Technical Standards and also to “Glasgow” Gold standards incorporating renewable technologies and building innovation are continually being developed, with a market affordable and socially just edge coming as standard.
- We will further advance our ‘City Plan’ based approach to MMC (Modern Methods of Construction) where a holistic end-to-end measurement of carbon generation is embedded alongside meaningful and rewarding employment for all within our society.

Sustainable Employment - Our People

- We will continue to use fair working practices investing in the skills and diversity of our workforce including continual employee engagement and trade union consultations, ensuring our workforce are motivated, as well use training and development to ensure they have the skills to take advantage of emerging new markets in the green economy.
- Our recruitment strategies will continue to target those furthest away from the job market, including young people and people with disabilities, ensuring that all can benefit from the transformative platform that net zero carbon reduction strategies bring.

Sustainable procurement - Procurement and Supply Chain Management

- We will ensure our growth and economic success is shared amongst our supply chain including the high number of SMEs on our framework as well as continue to develop social enterprises to ease access to our framework and supply chain as well as partnership working to increase diversity in construction.
- We will continue to provide prompt payment to our supply chain in line with our responsible business practices, our procurement teams will work on a dynamic basis to ensure emerging technology competence is an ongoing part of our delivery teams.

Sustainable Public Procurement Prioritisation Tool (“SPPPT”)

The Scottish Government have designed a public procurement prioritisation tool to bring a standard approach to the assessment of spend categories. This is a risk and opportunities matrix which can be utilised to identify relevant risks and opportunities, scope to improve and areas whereby City Building can influence the supply market. This is used to inform procurement strategies and market engagement strategies and clarify specific sustainable outcomes for contracts / commodities. City Building will embed the use of the (SPPPT) in the first stage of each procurement commodity scoping to provide a structure approach to:

- Prioritising commodities of spend based on sustainability risk and opportunity;
- Develop an understanding and create a focus on the priority commodities with the most risk or opportunity;
- Establish and undertake mitigating action for relevant risks and maximise and capture opportunities for sustainability;
- Implement the use of the sustainability test for all high, medium risk value frameworks and contracts, and
- Develop commodity strategies and contract requirements based on evidence and market engagement.

The outcomes of the SPPPT review will allow City Building to focus resources to generate sustainable outcomes, such as delivery of community benefits, reduction carbon footprint and improved fair working practices.

Sustainability Test

The sustainability test is a tool which has been designed by Scottish Government to support delivery of outcomes achieved when using the SPPPT. City Building will incorporate the Sustainability Test in the development of all commodity strategies where appropriate to identify specific risks and opportunities this will also be applied for appropriate individual contract strategies to identify actions and anticipated outcomes.

Sustainable Communities

- We will continue to embrace the circular economy through our recycling activities on behalf of our clients in our day-to-day operational activities working alongside community housing associations, social enterprises and the third sector.
- Our Corporate Values of Excellence, Honesty, Ambition, Trust and Community underpins all our work to build more sustainable communities through social, economic and community engagement.

Our mission is to contribute excellence in construction, repairs, maintenance, manufacturing and training to customers, our employees and the local communities in which we live and work.

- City Building is committed to “Building a Sustainable Future” for our clients, customers, partners and employees.
- Our mission is to contribute excellence in construction, repairs, maintenance, manufacturing and training to customers, our employees, suppliers, and the local communities in which we work.
- Our unique social ethos will continue to underpin everything we do and will drive the creation of training and employment opportunities for a diverse range of people, including minority and other under-represented groups across Glasgow and beyond.

We will continue to contribute to build a better society by using socially inclusive practices, and delivering effective, accountable products and services which offer value for money and enhance the quality of life, safety and wellbeing of our stakeholders.

The format of this year’s Report followed guidance from the Scottish Government’s overview of procurement activity across the public sector and subsequent guidance received via SPNN7/2020/SPPN 5/2022.

City Building is satisfied that this Report covers all areas that should be included within a public sector Annual Procurement Report. In future City Building will continue to monitor the Scottish Government’s guidance on Annual Procurement Reports and best practice and will update its Annual Procurement Reports accordingly.

Market Conditions

In common with the wider construction industry, and business generally, City Building faced challenges throughout the reporting period of the report - 1st April 2022 to 31st March 2023. Whilst markets have improved since the last reporting period prices are still on the rise and there is still market uncertainty although the availability of commodities has seen greater stability over the period. However, there are still supply gaps where products requiring technological innovation such as microchips are required.

The Coronavirus (COVID-19) pandemic curtailed and postponed the issue of tender opportunities and award of several procurement activities during the period 2020 to 2022. The reporting period has allowed the business to issue tenders for key business contracts.

Procurement regulation 72 set out in the Public Contracts Regulations 2015 allowed existing contracts during the period to be extended. City Building Procurement has developed a robust work-plan during the reporting period to address and identify compliant Procurement routes for these opportunities. In each instance the contracts have been extended with the suppliers to keep CBG in a contractual position and for operational security and continuity in what has recently been a very difficult market place.

Considering the landscape over the period of this report, with the continued aftermath of Covid-19, soaring energy costs, Brexit, the war in the Ukraine, the US-China Trade War and UK Government Budgetary Decisions - City Building has liaised with all key suppliers to ensure price stability and minimal disruption to operations, while maintaining commercial value. However, the markets have been largely subject to change/fluctuation and as such City Building will undertake regular reviews to assess the situation as it develops to allow mitigating procedures to be undertaken.

In order to continue to mitigate against continued challenging times City Building Procurement and the business as a whole will:-

- Continue to engage and understand the full supply base.
- Utilise robust contract management and refresh any cost strategy models. Contracts must work for both parties so it's best if both contracting entities work in a fair and transparent manner so prices and costings are visible and beneficial for both parties.
- Understand fully where products and commodities come from. Be fully aware of such products which are liable for high energy costs, extended lead-times and understand the full manufacturing process.
- Review cost bases and take a view of the full life-cycle cost of contracts and commodities. Continue to identify initiatives that create value.

2.Summary of Regulated Procurement

Section 18(2) (a) of the Procurement Reform (Scotland) Act 2014 requires organisations to include: "a summary of the regulated procurements that have been completed during the year covered by the report"

Regulated procurement refers to any procurement above £50,000 for goods and services or £2,000,000 for works. A regulated procurement is completed when the award notice is published or where the procurement process otherwise comes to an end. Regulated procurements can refer to new contracts and framework agreements but also to mini-competitions and call-offs from existing framework agreements.

In total City Building completed 9 regulated procurements during the reporting period with a total value of £17,382,278.

Type	Volume	Value
Awards from Non-City Building Frameworks	9	£17,382,278

These regulated procurements were mainly mini-competitions for City Building Operational requirements.

Appendix 1 shows a full list of each individual Regulated procurement completed.

During the reporting Period there were instances where alternative methods of procurement were used in line with the regulations and City Building’s Standing Orders relating to contracts 2017.

3.Climate Change and Sustainable Procurement

Public Sector procurement has been identified as having a pivotal role and being a key enabler in contributing to national climate change targets. Public bodies are required to report annually on how their procurement policies and activities have; contributed to carbon emissions reduction targets; contributed to climate change adaptation and acted sustainably.

City Building holds ISO14001 Management System. City Building’s Objectives and Targets are contained within our Environmental Plan. Having an Environmental Plan with Objectives and Targets is an important part of the ISO 14001 certification, and the plan is audited by an external organisation every six months to ensure compliance. City Building will continue to develop and set objectives/targets to further support and influence the emerging climate change emergency. In addition, our Statement of Intent above highlights our commitments as well as our membership of Sustainable Glasgow.

City Building have also established a Working Group to develop an ongoing strategy to reduce our organisational Carbon Footprint as well as continuing to monitor our environmental impacts within the communities in which we operate.

City Building is a holder of the Queen’s Award for Enterprise: Sustainable Development.

The below elements form some of the processes undertaken by City Building, this list is not exhaustive and provides a snapshot of the many processes City Building has in place:

- Recycling rate of 69%
- New waste segregation system to reduce skip movements.
- Segregation of waste on construction sites via separate skips where possible
- Recycling of PVC off-cuts at Window Factory
- Duty of care visits carried out to waste contractors to ensure that standards are met.
- 2022/23- gas consumption down by 20.55%, electricity down by 3.97%
- Close monitoring of resources to identify any changes/improvements that can be made.
- Annual review of objectives and targets
- Site visits carried out for regular monitoring of environmental performance, advice given and good practice shared.
- Pre-start site visits to identify any ecological constraints (trees, non-native invasive species, bats, nesting birds, etc.)
- Environmental Management full day and half day training courses, covers a variety of environmental topics (climate change, waste, resources, natural environment, etc.), raises awareness of environmental issues.
- Mandatory environmental toolbox talk programme with different topics every year, carried out with tradespeople.
- ISO14001 Environmental Management System in place, audited regularly by BSI.
- Car-sharing and cycling promoted, bike shelter at the Darnick Street office.
- Blue bins, waste confidential-paper recycling and battery bins in offices
- Driver theory and practical training contains tips on environmental-friendly driving to reduce fuel consumption.
- Gear change indicators in vans
- Welfare units on construction sites are Eco-units where possible, they have a lower carbon footprint than conventional units.
- Use of solar-powered welfare units
- Installation of solar panels at Asbestos Section
- Implementation of “Boxed Water” to reduce plastic/waste consumption and negate requirement to comply with new upcoming legislation.
- New recording system in place to ensure compliance ahead of new Packaging waste legislation.
- RE-location of Training to new, more efficient and purpose-built facility
- Installation of ASHP’s at New Training College
- Installation of solar panels at New Training College
- Fitting of new/more efficient systems (upgraded boiler systems, new window installations, etc)
- Operation of BMS
- Home comforts scheme (donation of reusable items to Wheatley Group tenants)
- Change of waste contractors to use more local facilities and reduce mileage of waste sent off-site.
- Waste trial within CB Vehicles to further segregate wastes
- Creation of Carbon Reduction Working Group to identify further opportunities.
- Installation of electric vehicle charging points
- Thermographic surveys are undertaken to assess energy efficiency of buildings.

Adherence to all Environmental Legislation is monitored by City Building throughout the term of any contract. A number of the electrical mini competitions awarded as regulated procurements also support the sustainable agenda with the installation of LED fittings.

City Building utilises the measures available in the Public Contract (Scotland) Regulations 2015 (PC(S) R2015) and the Procurement (Scotland) Regulations 2016 (P(S) R 2016) to ensure contractors comply with the environmental, social and labour laws when performing Public Contracts. These measures also allow City Building to request companies to replace its sub-contractors where they have breached any obligations in the fields of environmental, social or labour law.

City Building has adopted the Single Procurement Documents Scotland (SPDS), an electronic self-declaration document to be submitted by suppliers interested in tendering for contracts and embedded the Scottish Governments' sustainable procurement (Tools) and guidance within its Strategic procurement process to help compliance with policy and legislation, including how to take an ethical approach in delivery of all relevant procurement activity.

The adoption of the SPD and Tools help City Building to ensure Tier 1 suppliers/contractors and their supply chain are compliant with Human Trafficking and Exploitation Act 2015 and Modern Slavery Act 2015.

We are also proud recipients of a Queen's Award for Enterprise 2021: Promoting Opportunity being the only Construction Company to receive such an accolade as well as the first Construction Company in Scotland to receive Investors in Young People Platinum accreditation, all recognising our fair working practices investing in the skills and diversity of our workforce including continual employee engagement and trade union consultation.

They also recognise our recruitment strategies that target those furthest away from the job market and people with disabilities, ensuring that all can benefit.

Our exemplar Equality, Diversity and Inclusion practices continue our leadership in this area within the construction sector. As a result of our positive action in this area:

- 16% of CBG new starts are women compared with Scotland wide setting at 2.7%.
- 8% of new starts are minority ethnic compared with 1.6% of the Scottish Construction Sector.
- 11% of apprentices are disabled compared with 10.5% of the Scottish Construction Sector.

4. Collaboration

City Building considers collaborative Frameworks and opportunities if identified as the most appropriate route to market and proven to deliver best value for City Building. Consideration of external Frameworks form a part of all regulated procurement strategies. Opportunities are reviewed on a project-by- project basis and this ongoing activity has resulted in City Building utilising Frameworks implemented by the following procurement organisations during this regulated procurement period. External frameworks utilised are noted below.

External Framework
Scotland Excel
Crown Commercial Services (CCS)
Procurement for Housing (PfH)
Cirrus Purchasing
ESPO
YPO

5. Review of Regulated Procurement Compliance

Section 17 of the Procurement Reform (Scotland) Act 2014 requires that regulated procurements be carried out in accordance with the organisation’s procurement strategy, so far as reasonably practical. Section 18(2) states that an annual procurement report must include, at 18(2) (b), “a review of whether those procurements complied with the authority’s procurement strategy” and, at 18(2) (c), “to the extent that any regulated procurements did not comply, a statement of how the authority intends to ensure that future regulated procurements do comply”.

City Building’s Procurement Strategy sets out how regulated procurement would be undertaken in compliance with the Act. This Strategy also sets out objectives for improving the process and procedures relating to regulated procurements.

From the Strategy objectives we identified the following key compliance categories:

- Best Value
- Fairness and transparency (General Duties)
- Economic and social sustainability (Community Benefits)
- Environmental sustainability
- Fair work practices (including Living Wage)
- Purchase to pay efficiencies

All regulated procurement in City Building is undertaken in accordance with a legal and procedural framework which ensures that each procurement is compliant with the Strategy. Legal requirements are set out in the Standing Orders Relating to Contracts. Procedural requirements are set out in Scottish Government Procurement Journey (for general procurement best practice) and the Procurement Manual (for City Building specific best practice).

Throughout the reporting period, our regulated procurements were monitored on an on-going basis. This monitoring process consisted of reviewing the key supporting documents that underpin our legislative and procedural framework including sourcing strategies, project plans, procedural documentation, evaluation scoring calculators and award approval reports. In addition, the best value aspect of our contracts is monitored regularly as part of a robust contract management process. External scrutiny and review is provided by Glasgow City Council Corporate Governance.

These combined processes ensured that all regulated procurements were undertaken in compliance with the legal and procedural framework and, as a result, in compliance with the Strategy. We have also identified the following potential improvement areas:

- Promote sustainability, fair work practices and the importance of equality and equal treatment through procurement.
- Assess further opportunities to secure economic and social sustainability outcomes from non-City Building frameworks.
- Continue to target existing contracts and frameworks to increase Economic and Social sustainability (Community Benefits).
- Continue to work with City Building teams on advance provision of work plans which will allow increased opportunity to deliver best value from our regulated procurements.
- Continue to deliver and demonstrate real cash savings.
- Continue to improve access to public sector contracts, particularly for Small and Medium sized Enterprises (SMEs), other Supported Businesses, Co-operatives and Social Enterprises.
- Ensure SME's are provided opportunities as standard within our Quick Quote process.
- Ensure suppliers provide regular Management Information on City Buildings usage of contracts
- Continue to investigate and utilize, where appropriate, collaborative frameworks
- Continue to investigate new technology and digital opportunities to improve procurement methods.
- Continue to maintain a Community Benefits register to capture sustainable outcomes directly linked to Supplies/Services Contracts

City Building payments terms are 30 days from receipt of a valid and undisputed invoice. City Building is committed to ensuring all suppliers are paid in 30 days.

City Building has a strong position and supports the Glasgow Living Wage and the Real Living wage.

6. Community Benefits

Section 18(2)(d) of the Procurement Reform (Scotland) Act 2014 states that it is mandatory for an annual procurement report to include “a summary of any community benefit requirements imposed as part of a regulated procurement that were fulfilled during the year covered by the report”.

Section 25 of the Procurement Reform (Scotland) Act 2014 mandates that all contracting authorities “must consider whether to impose community benefit requirements as part of the procurement” when the estimated contract value is greater than or equal to £4,000,000”. However, community benefits are a key objective of City Building’s Procurement Strategy and City Building considers community benefits for inclusion in all:

- goods and services contracts with an estimated value greater than £50,000
- works contracts with an estimated value greater than £500,000

Robust processes have been developed to ensure that community benefits are considered for inclusion in all relevant contracts in line with the requirements of both the Procurement Reform (Scotland) Act 2014 and City Building’s own ethos of “Building a Sustainable Future”.

The entire process is overseen by our Community Benefits Champion who works in conjunction with City Building’s Procurement Team to ensure relevant and proportionate community benefits form a part of procurement processes.

Community Benefits for Supplies and Service contracts will be mandatory and set at a minimum of 0.5% of the annual turnover generated by chosen contract. As such a formal and robust internal process has been established to collect the funds in a clear and auditable manner.

This is an internal audited process between City Building’s Purchasing and (CBIT) Customer Business Improvement Team to monitor monies provided by suppliers.

Community Benefits for Works will be determined on a project-by-project basis.

Key community benefits outcomes secured include:

- 31 engagements with local communities.
- £31,785 charitable fund-raising
- 2812 hours of volunteering
- £9635 of employee led fund-raising
- 98% charitable led requests approved

A summary of City Building Community benefits, Engagement and Involvement has been attached at **Appendix 2**.

It should be noted that many of the Community Benefits delivered by City Building are a direct result of value generated via our tendering approach as outlined within the Procurement Strategy.

7. Supported Businesses Summary

Section 18(2)(e) of the Procurement Reform (Scotland) Act 2014 requires organisations to include “a summary of any steps taken to facilitate the involvement of supported businesses in regulated procurements during the year covered by the report”.

City Building’s procurement policy and processes is in line with the Procurement Reform (Scotland) Act 2014 and our social ethos of “Building a Sustainable Future”.

During the reporting period there were no regulated procurements awarded to supported businesses. The reason for this is that the goods, services or works associated with these procurements are not provided by existing supported businesses.

However, City Building operates Royal Strathclyde Blindcraft Industries (RSBi) its own supported business employing 260 people, a minimum 50% of whom have a disability. As a purpose-built high-tech manufacturer of bespoke products, this supported business is in effect our internal manufacturing division and therefore supports the needs of all manufactured elements within City Building’s operational activities to the approximate value of £5million for the period covered by this report.

City Building does have an existing agreement in place with Glen craft, Aberdeen for the supply and delivery of Bed Springs and has utilised Dovetail Enterprises, Dundee for the supply and delivery of doors and North Lanarkshire Industries for the supply and delivery of bedding packs.

We work with local Social enterprises such as Spruce carpets and Total Homes as part of our Scottish Welfare Fund Contract and our other contracts with Local Community Housing Associations. We continue to seek opportunities to encourage and support social enterprises to become part of our supply chain.

8. Future Regulated Procurements Summary

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

Future regulated procurements have been identified via the following means:

- Current contracts that will expire and require to be extended or re-tendered over the next two years.

Further regulated procurement may also be undertaken if new work streams are identified/secured during the two-year period.

A full list of anticipated procurements in the next two years can be seen in **Appendix 3**.

9. Key Achievements

The value of regulated procurements is back to levels pre-pandemic. This had been down in the two previous reporting periods.

The Procurement Team had several key achievements during the reporting period. This included:-

- Preparing and issuing the sub-contractor framework tender - this comprises 89 Lots and relies heavily on collation and co-ordination of key information from various internal stakeholders. The process at the time of reporting is at the evaluation stage.
- Awarded the business-critical tender for the Hire of Plant and Refuse Skips.
- Issued tenders under evaluation and award for white goods, electrical materials, timber materials, disabled adaptations.
- Vital operational support in collating of materials and goods for Ukraine Flats Project.
- Undertaking Key Operational Mini-Competitions – In-line with Procurement Regulations thresholds - required at short notice to keep key revenue streams open and keeping City Building operations working.
- Regular contact with all key supply chains and operations on product availability and price changes in continuing challenging of environments.
- Providing senior management with real-time reports on the situation in the commodities markets.

10. Prompt Payment

City Building Procurement supports the Scottish Government approach to prompt payment in tender opportunities as per SPPN 2/2022.

Awards - Regulated Procurements

Date Award	Supplier	Contract Title	Contract start date	Contract end date	Provider
23/05/2022	Gap Group Ltd	Hire of Plant, Refuse Skips and Associated Services	23/05/2022	22/05/2024	Open Tender
30/06/2022	Saint-Gobain Building Distribution Ltd t/a George Boyd	Supply and Delivery of Composite Doors	30/06/2022	Single Term Contract	Scotland Excel
29/07/2022	Saint-Gobain Building Distribution Ltd t/a Jewson Partnership Solutions	Supply and Delivery of Pressure Reducing Valves	29/07/2022	28/07/2024	Scotland Excel
14/10/2022	KICK ICT	Citrix Licenses	14/10/2022	13/10/2023	G-Cloud 12 Call-Off Contract
26/10/2022	Edmundson Electrical Ltd	Emirates External Lighting	26/10/2022	31/01/2023	Scotland Excel
03/11/2022	Edmundson Electrical Ltd	Tollcross Leisure Centre - Lighting	03/11/2022	03/02/2023	Scotland Excel
29/11/2022	Edmundson Electrical Ltd	Easterhouse Leisure Centre - Lighting	29/11/2022	31/03/2023	Scotland Excel
02/03/2023	Holland House Electrical	Velodrome Lighting	02/03/2022	31/01/2024	Scotland Excel
31/03/2023	AKW Medicare Ltd	Supply and Delivery of Disabled Adaptations	30/03/2023	29/03/2024	Procurement for Housing

Total Community Benefits Outcomes

At City Building we seek to work with likeminded organisations contributing to the communities in which we serve. Our supply chain engage in this process and through collaborative working, our ambitions are met.

Details of these contributions are below:-

Charity Work

Through our charity work we seek to build a sustainable future where we work with communities throughout the year. Our workforce engages and works with various charities alongside our corporate fundraising with our supply chain.

Our corporate fundraising this year focused on the cost-of-living crisis and where we could offer support. This included:

Supporting 1st year pupils and their families in the local secondary schools making the transition from primary to secondary through the provision of stationary starter packs.

Supporting the Lord Provost of Glasgow's Fire Walk Challenge in aid of Clyde's Cash for kids.

Supporting the City's food bank and new toy appeal 2022 by providing gifts for 250 teenage boys.

Glasgow's Children's Hospital in conjunction with Jewson Glasgow
Hazelwood School in conjunction with Unite Trade Union funding towards the installation of a Defibrillator.

St. Bernard's Primary School in conjunction with Unite Trade Union funding towards the installation of a Defibrillator.

Sunnyside Primary School in conjunction with Unite Trade Union funding towards the installation of a Defibrillator.

Our workforce excelled in supporting the cost-of-living crisis in their support as well as fundraising for charities close to their heart. These included:

Breast Cancer Now via our Wear it Pink Day

Cash for Kids

Glasgow's No.1 Baby and Family Support Service via activities by our Joint Trade Union Committee (JTUC)

Glasgow's Spirit of Christmas donating hundreds of employee bought Christmas gifts for vulnerable children.

Lord Provost's Christmas Food Bank and New Toy Appeal 2022

MacMillan Cancer Care via our MacMillan Coffee morning

Marie Curie re sale of sweets

Prostate Cancer via raffling of two exercise bikes

Community Engagement/Projects

Our continued ambition in building a sustainable future is to do more for our clients, customers and partners and provide more opportunities for our employees and stakeholders, as part of our change and growth strategies, succession planning and sustainability.

Caledonia Primary School, Glasgow – Volunteering of employees to construct platform.

Cardonald Nursery, Glasgow – Donation and recycling of unused construction excess materials for creative outdoor learning.

Cassiltoun Housing Association – Sponsorship to engage tenants and customers in Community Activities.

Diversity Awards – Sponsorship of Build Strong Communities Award.

Drumchapel United Ladies Team – Sponsorship for training kit to encourage more diverse applications for apprenticeships.

Glasgow and West of Scotland Forum Housing Associations – Sponsorship to engage tenants and delegates in Group engagement.

Glenoaks Housing Association – Sponsorship support to their kindness street team support packs.

Home Comforts Glasgow – Donation and Delivery of reusable furniture and electrical goods for redistribution to customers.

Lanarkshire Deaf Club – Donation of kitchen units for users of Club.

Lord Provost of Glasgow – Community Apprenticeship Project to refurbish Lord Provosts Lectern.

Lord Provost of Glasgow – Community Apprenticeship Project to refurbish and rebuild “Santa’s Grotto”

MCR Pathways – Support to over 25 employees in mentoring roles throughout Glasgow’s Secondary Schools.

MCR Pathways – Organisation of construction taster events to encourage applications for apprenticeships.

Pantry Network, Glasgow – Community Apprenticeship Project of painting and decorating.

St. Andrew’s Hospice – Donation of kitchen units for use of families of patients receiving services from the Hospice.

Wayside Club – In conjunction with DKNA donation for Homeless organisation in Glasgow

Supply Chain Engagement

At City Building we seek to work with like-minded organisations contributing to the communities in which we serve. Our supply chain engages in this process and through collaborative working, our ambitions are met. Details of those who have contributed are:

AC Whyte
Advance Construction
Adaptocare
Allied
Arbour
AS Scaffolding
C Hanlon
ECG
Edmundson Electrical
Ellmoll
Enterprise
Enviraz
DMI Fire & Security
Gap
Greenerleaf
Jewsons
Martec
Magnus Electrical
McNairs
Mears
Pro Clean Services
RIG Elements
Rowan Timber
Sennit
Team Services
VQ Construction
WH Malcolm

Future Regulated Procurement (Work Plan)

Regulated procurement expected to be undertaken during April 2023 and March 2024. It should be noted that further regulated procurements may be undertaken but not yet confirmed.

Contract Title
Supply and Delivery of Building Materials
Supply and Delivery of Specialist Ironmongery for Furniture Manufacture
Supply and Delivery of Plumbing Materials
Supply and Delivery of MFC and Edging
Supply & and delivery of Household Goods
Provision of Storage Facility and Services
Supply and Delivery of Filtration products
Supply & Delivery of Ceramic Tiles and Associated Items
Supply and Delivery of PVC Decorative Foils
Supply and Delivery of Fabrics and Linens
Public Relations Services
Supply and Delivery of Gas Installation Materials
Supply and Delivery of Gas Maintenance Materials

Glossary

Best Value

An economic assessment by the public sector as to whether a project represents value for money; the optimum combination of cost and quality to provide the required service.

Commercial

Area of spend that can be influenced by the procurement function.

Commodity

Taxonomy (classification) for City Building, to give City Building the ability to accurately describe the primary business activities of its suppliers.

Community Benefits

Community benefits are requirements which deliver wider benefits in addition to the core purpose of a contract. These can relate to social, economic and or environmental benefits.

Community Benefits Clauses

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

Public Contracts Scotland

The national advertising portal used to advertise all Scottish Government goods, services or works contract opportunities.

Regulated Procurement

Contracts above the EU contract threshold values where the relevant EU regulations apply (above £50,000 for goods and services contracts and above £2,000,000 for works contracts).

Small and Medium-sized Enterprises (SMEs)

Enterprises which employ fewer than 250 persons and which have an annual turnover not exceeding 50 million euro, and/or an annual balance sheet total not exceeding 43 million euro.

Stakeholder

Any person or group, who has a vested interest in the success of the procurement activity, i.e. either provides services to it, or receives services from it.

Supplier

An entity who supplies goods or services; often used synonymously with "vendor".

Supported Business

An organisation whose main aim is the social and professional integration of disabled or disadvantaged persons.

Sustainable Procurement

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

Third Sector

The part of an economy or society comprising non-governmental and non-profit making organisations or associations.

Work Plan

List of upcoming procurement activity including re-tenders and new activity.