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Annual Report Owner

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1. INTRODUCTION & PURPOSE

NHS Education for Scotland (NES) is a National Health Board which supports delivery of care and the health and wellbeing of the people of Scotland by providing education and learning solutions for workforce development. This includes responsibility for commissioning and delivery of postgraduate medical education, from foundation to speciality training and supporting education and continuing professional development for nurses, midwives, health visitors, pharmacists, allied health professionals, psychologists, the dental team, Health Care Science (HCS) and administrative, clerical and support staff. NES collaborates with the Scottish Social Services Council, the Education Sector and other partner agencies to support the education and learning needs of the workforce in social care and wider public services.

NES continue to transform the use of digital technology, placing the user at the centre and adopting cloud technologies which provide access anywhere from any device at any time. We are recognised as a leader in this area and, at the request of Scottish Government, we have established the NES Digital Service (NDS) to develop a national digital platform. This aligns with the digital solutions we are already delivering to support workforce and business services and the work we are leading to join up workforce supply side data and provide analysis to inform workforce planning.

The purpose of this Annual Report is to record and publicise NES's performance and specific achievements in delivering its Procurement Strategy during the periods 1st April 2018 to 31st March 2019. The NES Procurement Strategy 2018-20 is set within the context of the organisation's Strategic Framework.

The Procurement Strategy Action Plan is attached to this report as Annex 1 and provides a report of activities and progress made during the period and provides a forward view on planned actions for delivery in 2019-20.

This report is in line with the Procurement Strategy Guidance and Template issued by the Scottish Government in May 2017 and the Procurement Reform (Scotland) Act 2014 which requires public organisations with an estimated total value of regulated procurement spend of £5m or more (excluding VAT) in a financial year to prepare and publish a procurement strategy and to report on this annually.

NES is committed to the Scottish Government Procurement Journey and works closely with NHS Scotland National Procurement (NP) around the development of, and compliance with national contracts. Part of this collaborative work with NP involves ensuring that collaborative best practice is shared across National Health Boards and the wider public sector.

This Annual Report focuses on the organisation's corporate expenditure (influenceable spend on external goods and services) of £20.3m for the period 1st April 2018 to 31st March 2019. For example, this excludes the funding NES provides to Health Boards for the salary costs of post graduate trainees, the clinical training of undergraduate and post graduate trainees and nationally agreed contracts for utilities.

2. SUMMARY OF REGULATED PROCUREMENTS COMPLETED

2.1 Definition

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

2.2 Summary of Regulated Procurements

The following table summarises the regulated procurements in the period.

Type of Regulated Procurement	Quantity in Period	Estimated Value
Framework Call Offs	1	£150,000.00
Framework Awards (DPS)	1	£90,000.00
Contract Awards	34	£14,486,770
Total Regulated Procurements	36	£14,726,770

The following table summarises the size of supplier that have been awarded regulated contracts in financial year 18/19.

Company Type	Total
Small to Medium Enterprise	10
Large Enterprise (including Universities)	26
Total	36

There were multiple contracts awarded within individual regulated procurements where NES framework contracts were created, for example, the Digital Library Services was one regulated procurement activity resulting in the award of contracts to 16 suppliers. 37% of the NES Corporate Spend in the reporting period was with SMEs. This is a decrease from previous reports and is mostly due to an increased spend with Universities and improved processing of events management and costs associated with travel and accommodation.

Awards by Registered Business Location	Total
Scotland	16
England	18
Elsewhere	2
Total	36

2.3 Collaborative Contracts

A number of contracts were also let or delivered in the period which enable access for NHS Boards to centrally procured services, including:

Operating Development Practitioner (ODP) - The ODP contract was awarded in 2018 to develop and deliver a three years Honours Degree to allow all NHS Scotland Health boards to employ the appropriate numbers of ODP's within their theatres. The Contract was Awarded in October 2018 and is worth in excess of £2 million over 6 years.

eLibrary - the NHS Scotland Digital Library is managed by NES and provides access for NHS Scotland staff to password-protected resources to support their individual and team practice, education and research activities. An OJEU open tender was conducted in late 2018 and sixteen contracts were awarded, commencing April 2019, with an annual spend in the region of £3.1m per annum. This service is made available to 140,000 NHS Scotland staff.

Mobile Skills Unit - NES operates this mobile training facility which is dedicated to delivering clinical skills training and education to healthcare practitioners across Scotland and ensuring equality of access to an appropriate training environment. The contract to replace this unit was placed via a mini competition from a Crown Commercial Services Framework. This process included wide-ranging engagement with key stakeholders and the supply base. The vehicle was delivered on time in mid-2018 and has delivered training, in conjunction with our training partners, to over 1000 people and 400+ school pupils in its first year of operation, having visited 11 territorial health boards on the way.

eRostering - A priority for NES is the modernisation of national business and workforce systems. Working in close collaboration with NHS National Services Scotland (NSS) a key element of this work is procurement of a national eRostering platform to improve the deployment of staff, reduce reliance on agency and locum staff, give employees more flexibility, improve the quality of workforce data and create more time for frontline tasks to help reduce waiting times. Over the next year we will approve the preferred bidder and develop a full business case.

Delivery of a range of courses to support nurses working in General Practice - NES has been tasked with increasing the educational resources for General Practice Nurses in Scotland. This tender was created to enable a once for Scotland approach to the delivery of this training by aggregating the demand across NHS Scotland. It was awarded to a total of six suppliers to deliver a catalogue of 32 courses, creating a flexible resource which can be used on an 'as required' basis.

IT Penetration Testing Framework - NES has completed a Framework on behalf of all National Health Boards for Penetration Testing Services. The Tender utilised the Scottish Government Dynamic Purchasing System (LOT 3 Cyber Security). The contract for this Framework will last a total of 3 years. Not only does this collaborative contract allow for better value for money but will also reduce the amount of administration and procurement time for other boards.

2.4 Awards Without a Competitive Procurement Process

NES identifies and logs all contract awards which did not go through a Regulated Procurement process through our Waiver of Formal Tendering Procedure (single source justification).

This procedure mandates that any spend over £10k, if not on a pre-let contract or Framework Agreement, is accompanied by a Waiver form approved by the Director of Finance which provides the rationale for the direct award, including:

- The timescale genuinely precludes competitive tendering; or
- Specialist expertise is required and evidence is provided to demonstrate that this is available from only one source; or
- The task is essential to complete the project, and arises as a consequence of a recently completed assignment and engagement of different consultants for the new task would be inappropriate; or
- There is clear benefit to be gained from maintaining continuity with an earlier project. However, in such cases the benefits of such continuity must outweigh any potential financial advantage to be gained by competitive tendering; or
- Where provided for in the Scottish Capital Investment Manual.

Against Regulated Procurements (>£50k) there was spend in this category of £1.85m (like for like in 17/18 was £2.49m) in the reporting period. This was across 6 contracts, with 56% of this spend directly funding to the University Sector for the support of education, research and development. The remainder included procurements such as proprietary licenced product and costs of activity carried out by statutory providers, such as Copyright Licencing Agency.

3. REVIEW OF REGULATED PROCUREMENT COMPLIANCE

3.1 Introduction

This section seeks to demonstrate how NES procurement has contributed to the achievement of its specific procurement objectives and principles outlined in its Procurement Strategy and how it has complied with the general duties in the Procurement Reform (Scotland) Act 2014.

3.2 Procurement Objectives

Objective 1 – Alignment with the NES Strategic Plan and Core Values

The NES refreshed Strategic Framework for 2014-19 focusses on a “quality education for a healthier Scotland” delivering an “education that enables excellence in health and care for the people of Scotland”. Procurement is only one tool, albeit an important one, in achieving NES’s strategic plan objectives.

In 2018/19, the specification template was amended to include comprehensive guidance on the linkage of procurement objectives with the organisation’s strategic aims and objectives.

Objective 2 – Deliver value for money and best value procurement

NES procurement seeks to award contracts on the basis of best value achieved rather than lowest price.

NES procurement, in the first instance, seeks to identify if an appropriate National Procurement, Scottish Government and/or Crown Commercial Services framework contract is available, either for Direct Award or mini-competition as appropriate.

NES procurement team has worked with internal colleagues and external partners throughout the reporting period in the development of appropriate evaluation criteria and associated weightings which balance the importance of quality, delivery and cost. The output of this activity is reflected in the current template documentation.

Objective 3 – Making it easy for suppliers to do business with NES

NES has in place a comprehensive Suppliers’ Guide, fully aligned to all SG Procurement Journey, which makes it clear how NES procures services and how suppliers can access open competition opportunities through Public Contracts Scotland and/or Public Contracts Scotland-Tenders.

NES publishes and maintains its Supplier Guide on its website.

PCS-T is adopted for all open tenders produced by NES, thereby maximising the accessibility for all suppliers and ensuring full compliance and standardisation.

All tender documentation is written in plain and clear language and kept as simple as possible to avoid any confusion.

All unsuccessful tenderers are offered the opportunity for formal feedback/debrief on their performance, regardless of procurement route or size of contract.

NES encourages potential suppliers to register with PCS and in addition, via our guidance, to be aware of opportunities to be part of both new and existing Framework Contracts. Wherever possible NES utilises all available DPS (dynamic purchasing systems), national frameworks and collaborative agreements with other health boards.

Objective 4 – Lessons Learned for the Future

NES seeks to learn both from any mistakes and from examples of best practice through continuous evaluation and review of tendering activity. The NES procurement management team meets weekly to share lessons learned and to make recommendations for any potential changes to policy and/or processes. Discussions include reference to ongoing contract negotiations, new statutory requirements, e.g. GDPR, new Framework Contracts, etc.

3.3 Procurement Principles

Principle 1 – Financial Justification

All major Procurement exercises involve the production of a NES Business Case or Project Initiation Document and associated budgets are established prior to the commencement of any external procurement activity. The Finance Business Partnering Team are also fully engaged, prior to any award of contract, to ensure accuracy of budgetary information.

Principle 2 – Specification of Requirements

The NES Procurement Team have established comprehensive templates and associated guidance for Invitations to Tender and Competitive Written Quotations. These include clear contract deliverables and anticipated outputs/benefits and provide for the establishment of quality and performance standards.

Principle 3 – Assessing and Minimising Risk

NES has in place a comprehensive Risk Management Strategy which includes explicit reference to the management of risks associated with contractual arrangements. The standard NES tender and contract documentation for use with third parties includes specific risk management requirements and mitigations.

NES also has in place templates to support staff in the assessment of risk and guidance on how to share and manage risk as well as provide advice on specific risk mitigation.

Principle 4 – Qualified and Experienced Staff Resources

The centrally managed Procurement Team forms part of the NES Finance and Procurement Directorate and is responsible for the provision of professional procurement advice and support to all NES staff. All staff are appropriately qualified and/or experienced and have received training relevant to their role. In addition, all Procurement staff have been trained and qualified on PCS-T to afford full flexibility of resources.

In addition to supporting the tendering, evaluation and contract award activity and standard operational processes, during the reporting period the team also sought to:

- Ensure compliance with the requirements of Public Contracts (Scotland) Regulations 2006, the Procurement Reform (Scotland) Act 2014
- Ensure compliance with National Contracts, Procurement Directives and the NES Standing Financial Instructions as they relate to procurement
- Identify opportunities for improvements to Procurement governance and practices
- Facilitate and support contract management
- Promote awareness of best practice in Procurement
- Engage with and provide comprehensive guidance for internal managers and potential suppliers
- Continue to develop policies, processes and templates in line with the *Procurement Journey*.

All Procurement team members have Personal Development Plans in place, which reflect their individual skills and needs against the requirements of the Procurement Journey and work continues to align the team to the Scottish Government's National Procurement Development Framework (NPDF).

Principle 5 – Sustainability Duty

NES has in place a Sustainable Development Action Plan which is overseen by the Sustainability Development Programme Board (STPB). The Head of Procurement is a member of the STPB.

The actions related specifically to Procurement and their current status are:

Procurement Skills

- All NES staff involved in the Procurement process are briefed on the Sustainable procurement policy – *the policy is available to all staff on the NES intranet and generally on the NES website, together with the Sustainability Code of Conduct.*
- Tenders / specifications include relevant sustainable procurement evaluation criteria, and this is embedded in procurement templates

Procurement Process

- Regular review of supplier / tender evaluation process to include sustainability in the evaluation process

Engaging Suppliers

- For all major tenders a 'Prior Engagement' event is held to allow suppliers to review and shape our specifications. These are posted via a Prior Information Notice (PIN) on PCS. PINs are adopted where ever practical and commensurate with strategic significance.
- As described earlier, NES has in place a comprehensive Suppliers' Guide which is published on the NES internet and makes it clear how NES procures services and how suppliers can access relevant opportunities

Ethical Procurement

- NES has established a Sustainability Code of Practice, which aligns to the Ten Principles of the United Nations Global Compact for Responsible Business Practice. This is made available to all staff and suppliers on the NES website.

Principle 6 – Strategic Objectives

As described earlier, invitations to tender templates require a clear demonstration of linkages with strategic aims and objectives.

Principle 7 – Equality and Diversity

NES has a commitment to ensure that everyone it deals with and employs are treated fairly and equally regardless of race, colour, gender, disability, age, ethnic or national origin, trade union activity or faith. NES's Equality Outcomes and Mainstreaming Report 2017-2020 reflects this commitment. In turn, these commitments are reflected in all Procurement processes and contract templates. All procurement documentation is reviewed annually, in consultation with the Equality and Diversity Adviser.

The Fairer Scotland Duty (the socio-economic duty) was enacted in Scotland on 1st April 2018 and sets out an expectation that public bodies will actively consider, at an appropriate level, what more they can do to reduce the inequalities of outcome caused by socio-economic disadvantage in any strategic decision-making. We therefore also consider this when creating and evolving our documentation.

Invitations to Tender require all potential suppliers to complete a comprehensive Equality and Diversity questionnaire, as a mandatory requirement.

Organisations which are awarded contracts are expected to comply with all current fair work practices, equality and diversity legislation and actively adopt equalities of employment and service delivery (as specified in the NES Suppliers' Guide).

Contract renewals for services such as Catering have now offered NES the ability to pay the Living Wage across a wide range of services, with forthcoming awards for Cleaning across the NES estate following the same route. This ensures we maintain our focus on Sustainability, Community Benefits and Equality and Diversity.

All NES staff members are required to complete Essential Learning in Equality and Diversity on appointment.

Principle 8 – Management of Contracts and Continuous Improvement

During the reporting period, the Procurement Team continued to support key strategic contracts to ensure performance measurement and management remains a fundamental NES objective. In addition, a Contract Review and Management Strategy for key suppliers and contracts is under development for implementation across NES by the end of financial year 2019/2020.

Principle 9 – Legislative Requirements and Best Practice

NES has established a comprehensive suite to Procurement templates which align to approved internal policies and procedures, delegated authority levels, etc. In addition to meeting all statutory and legislative requirements, significant ongoing activity is undertaken during the year to ensure that all procurement documentation is aligned to evolving legislation (e.g. GDPR). NES

is committed to organisation-wide use of these templates, in order to ensure high standards of transparency, probity and accountability.

Further, we are preparing for all processes and procedures to support formal accreditation to ISO27001 by the end of 19/20.

Principle 10 – Fraud Awareness and Prevention

NES has a zero-tolerance approach to fraud; there is no acceptable level of fraud. All NES staff members are required immediately on appointment to complete Essential Learning on a number of policies including Counter Fraud. This training contains worked examples, sets expectations for individual staff member behaviours and provides information in respect of reporting suspicious or potentially fraudulent acts.

NES also works closely with NHS Counter Fraud Services (CFS) to regularly provide awareness training across the organisation.

4. OTHER MANDATORY REQUIREMENTS

4.1 Procurement of Fairly and Ethically Traded Goods and Services

As described earlier, NES has established a Sustainability Code of Practice, which aligns to the Ten Principles of the United Nations Global Compact for Responsible Business Practice. This is made available to all staff and suppliers on the NES website.

4.2 Payments to Contractors, Sub-Contractors and Third Tier Sub-Contractors

NES utilises a standard set of terms and conditions that state we pay suppliers within 30 days of receiving an invoice however, in line with Scottish Government policy, we aim to achieve payment within 10 days. During the reporting period, NES paid 95.3% of suppliers within 30 days and 87.7% of payments were made within 10 days.

4.3 Use of Community Benefit Requirements

NES tender documentation requires potential suppliers to identify community benefits as relevant and provides links to Scottish Government community benefit guidance.

NES seeks to contract wherever possible through the national frameworks, noting the requirement of suppliers to demonstrate their commitment to the realisation of community benefits. An example of this is the use of the Scottish Government's collaborative Publishing, Print, Design and Associated Services Framework (PPDAS) Agreement which was awarded to APS Group Scotland on a single supplier basis on 1st October 2014. We note their commitment to Community Benefits through their supply chain and their provision of modern apprentices and undergraduate programme.

As mentioned in section 3.3, contract renewals for such services as Catering have now offered NES the ability to pay the Living Wage and forthcoming awards for Cleaning across the NES estate will follow the same route.

The NES Mobile Skills Unit (MSU) spends between 1-2 weeks at 18 different venues throughout Scotland each year. A variety of skills can be taught onboard, depending on the needs of the staff in the local area. These range from immediate life support for trauma victims, airway management, suturing and multi-agency emergency scenarios. In addition to training NHS staff, the mobile skills unit has also become a focus for training local communities using simulation. For example, 'Heartstart' is a common cross-community programme, training people to undertake CPR training and how to use defibrillators. We also foster our links with third sector by using the MSU to disseminate the opportunities for training carers and others providing support in health and social care.

4.4 Promoting Compliance with the Health & Safety at Work etc. Act 1974

NES procurement documentation makes explicit reference to the requirement for suppliers to declare that all necessary tests and examinations have been made or will be made prior to

performance of the Services to ensure that the Services are designed and performed so as to be safe and without risk to the health and safety of persons using them and requires the provision of information to demonstrate this. NES also requires to be indemnified against all direct losses incurred as a health and safety breach and reserves the right to reject suppliers for health and safety breaches.

5. SUPPORTED BUSINESSES SUMMARY

The type of procurement NES is engaged with does not afford many opportunities against the current Supported Business network, however, NES strives to ensure that where these exist they are fully utilised, e.g. all IT recycling since 2017/18 is undertaken by Haven Industries.

NES appointed Haven Industries (the Sign Factory) for the provision of its pop up banners and whilst spend is relatively low, this is being used to demonstrate to colleagues the quality and value that can be achieved.

Procurement team members visit supported business premises and attend Scottish Government sponsored events to build organisational and team knowledge and awareness. All Supported Business literature is available on the NES intranet to further build awareness.

6. FUTURE REGULATED PROCUREMENTS SUMMARY

In addition to planned expenditure, NES regularly receives funding in year to support the delivery of Scottish Government initiatives, etc.

The workplan for 2019/20 to 2020/21 currently includes the following:

Subject Matter	Expected Award Date	Expected Start Date	Estimated Contract Value
Platform as a Service (NDS)	TBC 2019	TBC 2019	TBC*
eLearning Framework	December 2019	January 2020	TBC**
Paramedic degree Programme	September 2019	April 2023	TBC*
Audio Visual Framework	July 2019	September 2019	£60k
Executive Coaching	November 2019	December 2019	£1.12m***
DPS - Academic Education	April 2020	May 2020	TBC
DPS - eBooks	February 2020	April 2021	TBC
School Nursing	January 2020	April 2021	TBC*
Return to Practice Course	January 2020	April 2021	TBC*

*Estimated contract values have not been provided to ensure competition in the tendering process

**Budget will be established through tender process to develop the framework arrangements

*** NES has an established Framework Agreement to allow NHS Boards to draw from a quality assured register of executive coaches to support their executive coaching needs. The Agreement also supports national leadership priorities and national leadership development programmes. The competitive tender process to refresh the list of coaches on the Register will be undertaken through PCS-T for a 2 year deal with extension options for 2 x 12 months

ANNEX 1 – NES PROCUREMENT STRATEGY ACTION PLAN

Procurement Objective / Principle	Key Planned Actions from April 2018 to March 2020	Progress in 18/19 against actions from April 2018 to March 2020
Compatibility with the NES Strategic Plan	<p>Turas Learn / PDPs aligned and managed</p> <p>Procurement survey scheduled annually (in October of each year)</p> <p>Annual Supplier Management analysis to be carried out by Q3 2018</p> <p>Standardised tender templates with the wider NHSS and NHBs adopted across all regulated Procurement by Q4</p> <p>eLibrary – review with stakeholders to ensure streamlined and cost-effective content to best meet HSC targets</p>	<p>Turas Learn fully adopted and utilised</p> <p>Procurement survey completed and shows year on year improvement in key performance areas.</p> <p>Draft Supplier analysis completed.</p> <p>Templates updated and regularly reviewed.</p> <p>eLibrary reviewed and tender issued in Q2 and awarded in Q4 – start date 1/4/19</p>
Delivering Value	<p>Savings tracked against budget and reported</p> <p>Spend under contract – increase target to 75% by end of 2018/19</p> <p>Contribute to Single Workplan by monthly submission of key NES Procurement updates</p>	<p>Target exceeded in 18/19</p> <p>Spend under contract (including all SG and NHS frameworks increased to >90%</p> <p>Use of new software tool to capture workplans now in place.</p>
Finding it easy for Suppliers to do Business with NES	<p>Continue to promote standard Pre-Qualification/Request for Info/Request for Quote/Tender documentation</p> <p>All regulated procurement is managed via standardised Invitation to Tender (ITT) forms</p> <p>Quick quotes for all procurements >£10k in line with SFIs.</p> <p>Contracts Register formally published on Public Contracts Scotland (PCS)</p>	<p>Public Contracts Scotland-Tender (PCS-T) and standard templates utilised for all procurements greater than £25k</p> <p>This remains standard practice.</p> <p>“Quick Quote” (QQ) adopted for all procurement between £10k and £25k</p> <p>In line with Procurement Regulations</p>
Supplier Management Policy and Lessons Learned for Future (management	<p>Develop Contract Review and Management Strategy for key suppliers and key contracts, adopting wider NHS Scotland Procurement Transformation Programme (PTP) process – by Q3 2018</p>	<p>PTP has been halted. A National Health Board approach is now underway as part of the NHB Collaboration activity.</p>

Procurement Objective / Principle	Key Planned Actions from April 2018 to March 2020	Progress in 18/19 against actions from April 2018 to March 2020
of contracts & continuous improvement)	<p>Re-invigorate overall Supplier Management process and target minimum three major PCST opportunities</p> <p>Implement tailored SM solutions in line with PTP development of 'Once for Scotland'</p>	<p>Now planned for latest multi-year eLibrary contracts.</p> <p>NHB Collaboration will now drive a consolidated approach to SM.</p>
Qualified and Experienced Staff Resources	<p>All staff to complete 'Train2Procure' modules</p> <p>Training programme for Procurement Staff in line with the Procurement Journey</p> <p>Re-investigate CIPS accreditation and highlight potential NES candidates via TURAS Appraisal</p> <p>All senior staff to receive refresher training on Reform Act and EU main principles</p> <p>All Procurement staff to have undergone common NHB Competency Framework analysis of skills and training needs in 2018 in readiness for consolidate PTP approach to People and Skills</p>	<p>T2P revamp underway. New training modules to be aligned to Competency Framework</p> <p>'Turas Appraisal' Personal Development Plan (PDP) captures all training requirements.</p> <p>Candidates highlighted. Linked to Competency Framework Gap analysis below</p> <p>Continuing.</p> <p>Delays in progressing PTP has meant activity will now commence in 19/20. Profiling of staff has commenced to enable National Procurement Development Framework (NPDF) tool.</p>
Assessing and Minimising Risk	<p>Risk Register to be developed for all tenders greater than £100k</p> <p>Strategy paper for regulated procurements addresses risk but work still required to embed – by Q3 19</p> <p>Lessons learned – review and record any lessons learned, develop register and embed learning in new contracts. Register to be produced by Q2 19/20</p>	<p>Planned for Q4 19/20</p> <p>Ongoing</p> <p>Register currently being updated</p>
Social, Economic and Environmental Issues	<p>Ensure policy is included in all tenders</p> <p>Embed Sustainability ethos throughout NES through Specification guidance and</p>	<p>All tenders require prospective bidders to detail their approach to Sustainability.</p> <p>All Procurement templates and processes have been reviewed to ensure</p>

Procurement Objective / Principle	Key Planned Actions from April 2018 to March 2020	Progress in 18/19 against actions from April 2018 to March 2020
	<p>sustained widespread use of standard templates</p> <p>Procurement remain key member of NES Sustainability Development Programme Board (SDPB)</p>	<p>alignment with NES strategy and national standards.</p> <p>Ongoing.</p>
<p>Delivering Value Through Collaboration</p>	<p>Actively contribute to national Procurement Transformation Programme (PTP) 'Once for Scotland'</p> <p>Maintain NES representation and attendance at appropriate National Procurement meetings</p> <p>Participate in collaboration and working group meetings with other National Health Boards and wider NHSS NP</p> <p>NES to identify and lead a minimum of two collaborative procurements from overall NHB opportunities plan</p> <p>Utilise all available reporting tools (NSS Spend Analyser) to collate data and seek opportunities</p>	<p>PTP has been halted. A National Health Board approach is now underway as part of the NHB Collaboration activity.</p> <p>NES represented at all Heads of Procurement Delivery Group (HPDG) meetings</p> <p>Procurement collaboration ongoing. Draft strategy paper submitted to the NHB Collaborative Steering Committee in Q4</p> <p>Digital Library renewals and IT Penetration Testing now negotiated and accessible by all National Health Boards</p> <p>Register of all opportunities maintained and presented quarterly to Finance and Performance Management Committee.</p>

ANNEX 2 – INDIVIDUAL REGULATED PROCUREMENT LISTING

Date of Award (PCS)	Supplier Name	Title	Estimated Value	Start Date	End Date
05/04/2019	BASICS Scotland	C001717 Pre-Hospital Care Training and Education for Remote and Rural Practitioners using Simulation	£969,732	05/04/2019	05/04/2022
01/03/2019	- UBM Ltd -EBSCO International -Elsevier -GoodPractice -IBM UK Limited -MA Healthcare -Oxford University Press -Proquest -Royal Pharmaceutical Society of Great Britain -SAGE Publications Ltd -Springer Nature -Taylor & Francis -John Wiley & Sons Ltd -Ovid Technologies - Wolters Kluwer Health -BMJ -Emerald Group Publishing	C001647 Provision of Digital Library Services for Scotland's Health and Social Care	£9,489,423	01/04/2019	01/04/2022
29/03/2019	KPMG	NSS181914 - Internal & Service Audits	£150,000	01/04/2019	01/04/2022
06/03/2019	University of West of Scotland	C001629a - Development and Delivery of an Undergraduate programme in Operating Department Practice	£2,137,500	01/11/2018	01/11/2025
01/03/2019	Insight Optical Training	C001676 - Optical Assistance Level 5 & 7 Course in Scotland	£141,120	01/04/2019	01/04/2020
11/01/2019	-Edinburgh Napier University -Education for Health -University of the West of Scotland -Dundee University	C001668 Delivery of Courses to support nurses working in General Practice	£1,036,380	11/01/2019	31/03/2021
14/12/2018	LA Catering	C001674 - Catering/Meeting Room Hospitality at 2 Central Quay and GDEC, Glasgow	£80,685	21/01/2019	21/01/2020
01/09/2018	University of Dundee	C001675 - National Clinical Skills Training and Assessment - Pharmacist Independent Prescribers	£79,250	01/11/2018	31/10/2019

Date of Award (PCS)	Supplier Name	Title	Estimated Value	Start Date	End Date
12/06/2018	Family Therapy Training Network	C001641 - Family Therapy Training in Scotland	£76,680	01/09/2018	31/03/2020
10/05/2018	-Animate Consulting -Full Circle Devt -Lifetree (Scotland) Ltd -Red Sky Management -The Taylor Clarke Partnership Ltd	C001614 - Supplementary Framework Agreement for Executive Coaching	£150,000	01/05/2018	01/11/2018
01/05/2018	Triple P UK Limited	C001637 - Delivery of Level 4 Group Triple P Positive Parenting Programme and Provision of Manuals	£125,000	01/06/2018	31/05/2020
01/05/2018	The Incredible Years Inc.	C001640 - Delivery of Incredible Years Parenting Programme	£115,000	01/06/2018	31/05/2020
01/05/2018	National Implementation Research Network	C001650 - Early Years / Early Intervention Framework	£86,000	01/05/2018	31/03/2020
15/02/2019	Commissum	Penetration Testing for NHS Scotland National Health Boards	£90,000	01/03/2019	31/03/2022