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Annual Procurement Report 2023-2024

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Foreword

Procurement is pivotal to the achievement of Transport Scotland's corporate goals, and enables us to leverage our influence as a contracting authority to deliver outcomes that are good for Scotland. Our procurement activity supports the Scottish Government's four key priorities of: eradicating child poverty, growing the economy, tackling the climate emergency, and ensuring high quality and sustainable public services as set out in the [Programme for Government 2024-25: Serving Scotland](#).

Transport Scotland's [National Transport Strategy \(NTS2\)](#), published in 2020, aligns with these priorities and presents the vision for Scotland's transport system until 2040, which is:

“We will have a sustainable, inclusive, safe and accessible transport system, helping deliver a healthier, fairer and more prosperous Scotland for communities, businesses and visitors”

The NTS2 vision is underpinned by four priorities to: reduce inequalities, take climate action, help deliver inclusive economic growth and improve our health and wellbeing. This vision and the [Strategic Transport Project Review 2](#) form the basis upon which we take decisions and evaluate the success of Scotland's transport policies going forward.

The vision and objectives of NTS2 are also consistent with Scottish Government policy and the procurement priorities we detailed in our [Transport Scotland Corporate Procurement Strategy 2023-2024](#). This Annual Procurement Report for 2023 - 2024 highlights how we delivered against these priorities, which aligned with the Scottish Government's [Public Procurement Priorities](#) that were current during the reporting period. In addition to funding allocated by grants and subsidies to public and private organisations, Transport Scotland's spend on procured contracts during the financial year 2023-2024 was over £770 million. An important part of this (12%) was direct spend with Small to Medium Enterprises (SMEs).

Procurement also enables us to deliver policies and priorities that support the Scottish Government in achieving the [National Outcomes](#). Our vision for procurement is:

“To support the delivery of value for money, sustainable and innovative infrastructure and services in fulfilment of the Scottish Government's ambition and vision for transport and Transport Scotland's corporate commitments through a strategic and systematic approach to procurement.”

This Annual Procurement Report 2023-2024 sets out how we are providing value for money and ensuring compliance with our obligations to provide sustainable, inclusive, safe and accessible transport infrastructure and services. This supports Scottish Government's vision of putting public procurement at the heart of a sustainable economy to maximise value for the people of Scotland. Transport Scotland continues to focus on placing sustainability at the heart of all of our procurement activity as we deliver on the priorities of the Scottish Government.

Alison Irvine

Chief Executive

Transport Scotland

Executive summary

Transport Scotland's Annual Procurement Report 2023 -2024 records the successful delivery of 47 regulated procurements with a value in excess of £64 million. During the financial year, its procurement activity has complied with the seven procurement priorities detailed in the [Transport Scotland Corporate Procurement Strategy 2023-2024](#). These priorities support Transport Scotland aims to deliver its procurement activities while striving for best value and promoting responsible procurement and effective contract management. Transport Scotland retains its commitment to continuous improvement and maintenance of high capability in its procurement activities. Details of Transport Scotland's regulated procurement activity during the reporting period is shown in Appendix A.

Sustainable procurement principles underpin all Transport Scotland procurement activity and contribute to the delivery of the Scottish Government's [just transition](#). It remains at the forefront of implementing a wide range of community benefits in its contracts and procurements. Transport Scotland maximised its impact in delivering a wide range of employment and training opportunities, supporting young people, adults and businesses throughout Scotland. Suppliers on its contracts are supporting local communities by creating economic benefits and supporting community groups, as well as visiting schools, providing environmental benefits, supporting local businesses and making charity donations.

Community benefits reported by contracted suppliers during the period include the creation of 613 new entrants' positions, 36 apprenticeships, 72 graduate positions and 22 work placements. Appendix B highlights the range of employment positions provided by suppliers over the reporting year as a result of community benefits, as well as showcasing examples of other community benefits provided on one contract. Transport Scotland's suppliers also awarded over 520 sub-contracts valued in excess of £117 million.

Transport Scotland is committed to promoting the use of supported businesses and social enterprises through procurement. Its suppliers placed contracts and orders with a value in excess of £533,000 with supported businesses and social enterprises during the reporting period.

Introduction

Section 18 of the Procurement Reform (Scotland) Act 2014 stipulates that a contracting authority must publish a Procurement Strategy and subsequently produce an Annual Procurement Report. The Annual Procurement Report details the contracting authority's delivery of regulated procurement activities against its Procurement Strategy and it should be published as soon as is reasonably practicable after the end of their financial year.

This Annual Procurement Report covers all regulated procurements completed during the period 1 April 2023 to 31 March 2024 and provides details of how those procurements supported the seven procurement priorities included in Transport Scotland's [Corporate Procurement Strategy 2023-2024](#). These priorities support Transport Scotland's aim of delivering a sustainable, inclusive, safe and accessible transport system through procurement activity.

Transport Scotland operates a devolved model of procurement, with procurement activity being carried out by staff with appropriate skills and expertise who are members of specific project teams, overseen by a Delegated Purchasing Authority (DPA) holder. The central Procurement Team provides support and advice to project teams as required.

The Chief Executive is the accountable officer who is responsible for the propriety of procurement activity and ensuring value for money in the agency. The Chief Executive has appointed the Director of Purchasing to hold purchasing authority for all procurement relating to the management and operation of Transport Scotland. The Director of Purchasing has the authority to sub-delegate purchasing authority to members of staff within Transport Scotland as considered appropriate and is supported by the Depute Director of Purchasing in this role.

The Director of Purchasing meets bi-annually with the Director of Procurement and Property, Nick Ford, from the Scottish Government's Scottish Procurement and Property Directorate to review and discuss procurement-related matters. Transport Scotland's Procurement Team provides a central role in the Agency's procurement activity through the support and advice they offer to those officials undertaking their procurements.

Summary of regulated procurement

Transport Scotland’s regulated procurements are governed by the policies and procedures described in Transport Scotland’s [Corporate Procurement Strategy 2023-2024](#). A regulated procurement is any procurement for public supplies or services with a value greater than £50,000 excluding VAT, or greater than £2 million excluding VAT for works contracts.

Transport Scotland endeavours to maximise procurement benefits through the use of collaborative framework agreements where these are available, including, but not limited to Scottish Government, Scotland Excel and UK Government frameworks, as well as procuring new Transport Scotland framework agreements and contracts where required.

Transport Scotland spent over £770 million on procured contracts during the reporting period.

During the reporting period, Transport Scotland completed 47 regulated procurements as shown in Table 1, with a combined total value of over £64 million. This includes over £24 million of new framework agreements, as well as contracts and call offs worth almost £40 million. These procurements include 23 call-offs from collaborative frameworks owned by Scottish Government, Crown Commercial Services or Scotland Excel. A regulated procurement is considered completed when the award notice is published on the Public Contracts Scotland website, or where the procurement process otherwise comes to an end.

Table 1 Summary of Transport Scotland’s regulated procurement activity

01/04/23 – 31/03/24	Contract	Transport Scotland Framework call-off	Collaborative Framework call-off	Framework Agreements	Total
Services and Supply	2	19	23	3	47

Further detail on the procurements referred to in Table 1 is contained within Appendix A.

Review of regulated procurement compliance

Transport Scotland set out seven procurement priorities in section six of its [Corporate Procurement Strategy 2023-2024](#), [which align with the seven procurement priorities published by the Public Procurement Group in June 2021](#). Transport Scotland's seven priorities during the reporting period were:

1. Transport Scotland will raise its profile and maximise internal and external engagement with leaders and stakeholders
2. Transport Scotland will support sustainable economic recovery, implement sustainable procurement tools, use data intelligently and deliver responsibly to support its suppliers and the community
3. Transport Scotland will use procurement to build resilience in its supply chain and collaborate to support its capability
4. Transport Scotland will use its procurement programme to maximise the impact of the sustainable procurement duty
5. Transport Scotland will support the Scottish Government in its climate ambitions through our procurement practices
6. Transport Scotland will maintain a high standard of procurement capability implement best practice, recognise talent and implement continuous improvement
7. Transport Scotland will develop and implement our procurement systems to improve sustainable outcomes

These priorities were further sub-divided into twenty-seven delivery sub-actions. Comment on Transport Scotland's compliance with each of the twenty-seven delivery sub-actions is provided below:

Priority 1

Transport Scotland will raise its profile and maximise internal and external engagement with Leaders and stakeholders

Delivery sub-action 1.1

Engage with and influence internal and external stakeholders as appropriate to lead the sharing of best practice

Transport Scotland's Procurement Team and Contracts Team regularly engage with a wide range of internal and external stakeholders to ensure procurement aligns with current best practice.

Internally, the teams led several activities to support collaboration and knowledge-sharing. The quarterly Transport Scotland Procurement Group Meetings, attended by senior staff from across the organisation, provide a platform to discuss and implement changes to procurement policy and report on procurement performance across Transport Scotland's nine directorates. The teams also facilitate internal stakeholder groups on procurement information and communication technologies, the climate emergency, and also run drop-in sessions for Delegated Purchasing Authority (DPA) holders to share updates and insights across directorates.

Externally, regular meetings are held with key stakeholders, including the Construction Leadership Forum, Scottish Water, the Association for Consultancy and Engineering Scotland, the Civil Engineering Contractors Association, train operating companies, and trunk road operating companies to exchange ideas, explore opportunities, and address shared challenges. The team also works closely with other public bodies through networks such as the Scottish Government's Procurement Collaborative Group, Procurement Cluster Group, Heads of Procurement Group, and the Scottish Procurement Policy Directorate, helping to share expertise and align practices across the public sector.

Delivery sub-action 1.2

Effectively communicate policy through a variety of platforms, including the Transport Scotland intranet, to ensure that our staff have easy access to guidance

Transport Scotland's procurement intranet pages were reviewed and updated on a regular basis during the reporting period. The Procurement Team use the intranet pages to publish procurement guidance, including Transport Scotland's procurement toolkit. The Toolkit provides guidance that outlines procurement processes and procedures, from inception through to award of the framework agreement or contract.

Transport Scotland staff use the intranet pages to access information about:

- how to contact the Procurement Team
- procurement policy and procedures
- procurement advice and support
- delegated purchasing authority
- sustainable procurement
- tender receipt and opening
- the Transport Scotland contracts database
- contract reference numbers
- procurement feedback
- training sessions in relevant areas

In addition to the procurement intranet pages, Transport Scotland also advertises changes to procurement policy through targeted emails to DPA holders, publication of news stories in its staff notice and through updates given at quarterly Procurement Group Meetings.

Transport Scotland has a series of guidance documents called procurement advice notes, which explain how legal and policy requirements operate in practice in procurements. These documents are regularly reviewed and updated as new procurement policy is issued.

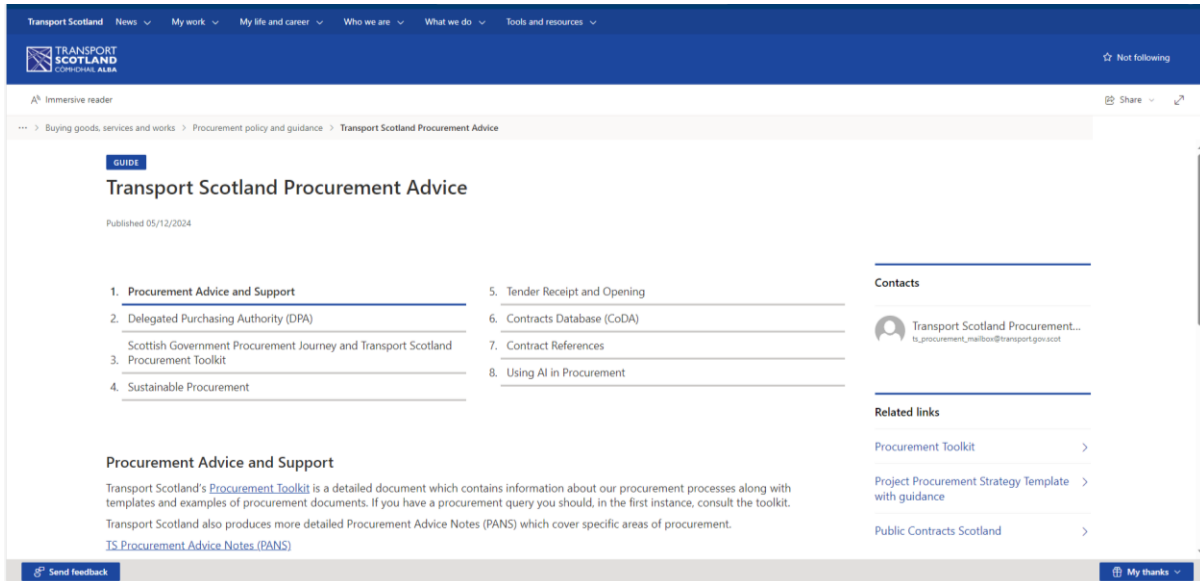


Figure 1 Transport Scotland's procurement intranet pages

Delivery sub-action 1.3

Identify and record procurement issues to convert into lessons learned for sharing with leaders and stakeholders

Transport Scotland has a central database to record lessons learned across its procurements to ensure lessons are readily shared across teams. Lessons learned are captured, reviewed, implemented and shared on a quarterly basis, ensuring procurement lessons learned are incorporated into future procurement activity and processes. Where relevant, training material is updated to highlight areas of good practice. The lessons learned summary document is approved by senior managers in teams every quarter before being shared with procurement managers across Transport Scotland.

Delivery sub-action 1.4

Manage procurement risk across Transport Scotland

The Procurement Team maintains a corporate procurement risk register, which identifies planned actions with owners allocated for each risk to ensure that potential risks are mitigated. This document is reviewed and updated monthly by the Procurement Team and presented to senior management in Transport Scotland on a quarterly basis. Risks are managed in line with Transport Scotland's risk appetite statement for commercial risk and the Procurement Team also attends corporate risk

meetings in Transport Scotland along with representatives from each of its nine directorates.

In addition, each directorate is responsible for maintaining their own risk registers which must include project-specific procurement risks related to their business area. Directorate-level procurement risks are monitored by the Procurement Team on a quarterly basis, with project teams required to present their key procurement risks to senior managers at the quarterly Procurement Group Meeting.

All procurements in Transport Scotland require a procurement strategy which must be approved by senior managers and either the Director of Purchasing and/or the Depute Director of Purchasing prior to commencing any procurement activity. The procurement strategy includes a section on procurement risk which details the risk owner, a description of the risk, an assessment of the probability and impact, the date of the assessment, mitigating actions and the next review date.

Priority 2

Transport Scotland will support sustainable economic recovery, implement sustainable procurement tools, use data intelligently and deliver responsibly to support its suppliers and the community

Delivery sub-action 2.1

Use our processes and Scottish Government sustainable procurement tools to support the identification of opportunities for the inclusion of community benefits, Fair Work First and carbon management in Transport Scotland procurements

Transport Scotland requires all regulated procurements to be assessed using the sustainability test from the Scottish Government's sustainable procurement tools website. This ensures that project managers assess the sustainability impacts of their procurement, comparing their requirements against the organisation's priorities. This sustainability test prompts procurement managers to consider the inclusion of award criteria concerning Fair Work First, community benefits and climate change.

Transport Scotland has completed the Flexible Framework Tool on the Scottish Government Procurement Tools website to assess current level of performance and the actions required. This allows good procurement practice to be embedded

throughout the agency, to enable sustainable outcomes in line with Scottish Government policies.

Delivery sub-action 2.2

Facilitate future opportunities for supported businesses, the third sector, SMEs and local business, and ensuring ethical and fair treatment

During this reporting period, 63% of Transport Scotland's procured suppliers were SMEs, which accounted for a total spend of almost £85 million. Additionally, suppliers reported a further £30 million spent on 293 sub-contracts with SMEs.

Transport Scotland uses the Quick Quote system on the Public Contracts Scotland website to advertise non-regulated procurements, which allows fair, competitive tendering for low value requirements.

Opportunities for SMEs are considered in the project procurement strategy for all procurements. This includes consideration of whether SMEs are operating in the market for that requirement and whether the procurement can be structured to facilitate SME participation. Clauses are included in tender documentation for procurements to ensure subcontracting opportunities are advertised on the Public Contracts Scotland website, to allow SMEs and local businesses access to opportunities.

Transport Scotland's project procurement strategy requires project managers to consider whether supported businesses and social enterprises could deliver their requirements. It also highlights that contracts can be reserved for a supported business under Section 11 of the Procurement Reform (Scotland) Act 2014.

A recent example of a procurement which gave consideration to providing SME and local businesses the opportunity to bid for work is Transport Scotland's Multi-supplier Framework Agreement for Ground Investigation services which is currently in procurement. Extensive research into the market was undertaken, resulting in a lotting structure being created on the framework which includes a lot for lower value call-offs (<£500,000) to create opportunities for smaller ground investigation companies to bid for work.



Figure 2 Ground Investigation work being undertaken at A83 Rest and Be Thankful

Delivery sub-action 2.3

Support the delivery of the Scottish Government's vision for transport through sustainable procurement practice

Project procurement strategies require project managers to consider how Fair Work First, community benefits and carbon management will be incorporated in the procurement process. Transport Scotland's processes were aligned with Scottish Procurement Policy Notes (SPPN) relating to sustainable procurement, including 6/2021 and 03/2022, during the reporting period.

Regular training sessions have been provided to Transport Scotland staff on Fair Work First, community benefits and the Climate Emergency. The content of the training sessions is regularly reviewed and updated, including where new SPPNs or case law have been published and where lessons learned are identified.

Four contracts were advertised which included a requirement for potential suppliers to include a commitment to community benefits within their proposals. In addition, this requirement was also included in call-offs from existing frameworks to ensure

project specific community benefit commitments that were made by tenderers on the framework were delivered.

Procurement activity in Transport Scotland directly supports the delivery of the [Scottish Government's vision for transport](#). An example of this is the procurement for the Low Emission Zones (LEZ) Phase 3, 4 and 5 National Campaign, which is the marketing campaign required for the introduction of enforcement for the LEZ into Scotland's four biggest cities. This work included the marketing and public awareness of Low Emission Zones ahead of enforcement which was implemented in Dundee in May 2024 and Edinburgh and Aberdeen in June 2024. This supports the Scottish Government's Programme for Government commitment to deliver LEZs, as well as its vision for transport by tackling poor air quality and banning the most polluting vehicles from city centres.



Figure 3 LEZ marketing campaign billboard

Transport Scotland's cross-directorate Procurement Emergency Climate Working Group supports knowledge sharing of on the incorporation of carbon and climate change requirements within procurements. This group has assisted with the practical application in Transport Scotland of the new question (4C.7) in the Single Procurement Document for procurement competitions.

Delivery sub-action 2.4

Monitor and review effectiveness of our procurement processes, taking opportunities for continuous improvement to ensure Transport Scotland remains at the forefront of sustainable procurement practices

The Procurement Team review internal guidance on sustainability and update it regularly in line with lessons learned, new Scottish Procurement Policy Notes and other new policies introduced by Scottish Government.

To ensure that procurement processes are effective, the Procurement Team undertake regular compliance checks on selected regulated procurements to check that they are being conducted in line with Transport Scotland policies and processes.

Transport Scotland has a structured Lessons Learned process that ensures lessons are captured throughout the procurement process, and that our procedures are updated for future tender exercises.

Priority 3

Transport Scotland will use procurement to build resilience in its supply chain and collaborate to support its capability

Delivery sub-action 3.1

Monitor and manage risks to the supply chain, including those associated with geopolitical developments, through regular engagement with suppliers

Transport Scotland encourages market engagement where appropriate to ensure knowledge of any potential supply chain risks are identified and managed at an early stage. Supply chain risks and opportunities form part of the regular conversations Transport Scotland has with other bodies such as the Civil Engineering Contractors Association, Association for Consultancy and Engineering, National Highways, Scottish Rail Holdings Ltd, ScotRail Trains Ltd, Caledonian Sleeper Ltd, Network Rail, Caledonian Maritime Assets Ltd and Scottish Water.

One example of this was the extensive market research undertaken for the A9 Dualling Tomatin to Moy project, which was in procurement during the reporting

period. A previous procurement competition for the project resulted in only one tender being submitted in 2022 and as its price was significantly higher than expected, the contract was not awarded. Following this, staff from the Procurement and Contracts team attended a number of market consultations alongside the project team to assess market conditions. As a result of this market engagement, Transport Scotland took significant steps to alter the risk allocation, contract form and specific contract terms, to maximise competition for the new project procurement.



Figure 4 The existing A9 trunk road at Moy

Delivery sub-action 3.2

Utilise tools and systems to support fair management of the supply chain

As well as regular feedback that suppliers receive from their contract managers, Transport Scotland operates a formal supplier feedback process to ensure that suppliers are receiving consistent feedback on their performance in key areas. Supplier performance was provided annually by Transport Scotland project managers on all of its contracts and reports were issued to suppliers to provide

feedback on their performance. The supplier performance feedback was used as a tool, by both Transport Scotland and the supplier, to enable comparison of performance across the supplier's current contracts.

Transport Scotland uses a range of different forms of contact, with reporting and contract management requirements which are appropriate for the scale and subject matter of the contract. Within the devolved procurement model, each of the nine directorates is responsible for their own contract and supplier management processes.

Where appropriate, Transport Scotland uses key performance indicators or service level agreements to support successful management of contracts. Examples of contracts which include these mechanisms are Transport Scotland's contracts for the ChargePlace Scotland operator, the Scottish Trunk Road Network Management operators and the Digital Data Travel Services contract.

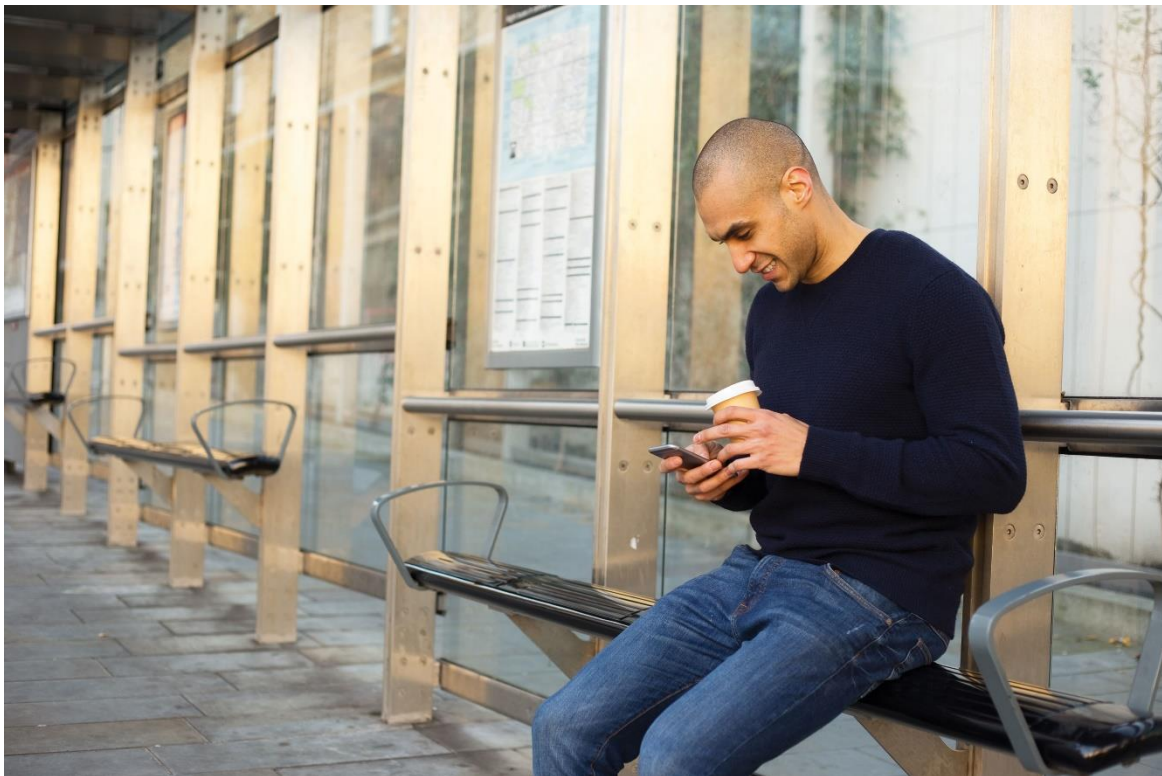


Figure 5 Person checking travel data on phone

Examples of Transport Scotland's approach to contract management for higher value contracts can be seen in the Trunk Road Network Management contracts. These contracts require monthly progress meetings and the submission of a monthly report by the operating company. Contractual mechanisms allow performance issues to be identified and addressed through the means of remedial notices. Additionally, the Performance Audit Group contract has been procured to support Transport

Scotland in monitoring and auditing the performance of Trunk Road Network Management operating companies, to ensure value for money.

Delivery sub-action 3.3

Collaborate with suppliers to identify areas of savings, added value, innovation and risk mitigation

Transport Scotland works with its supply chain to identify these areas by:

- undertaking effective engagement before the commencement of the procurement process
- using value engineering clauses in contracts to deliver value for money for the public purse
- effective management of contracts to ensure compliance with the contractual terms and conditions and address any risks at an early stage
- using the competitive dialogue public procurement process for major projects where appropriate, to allow engagement with suppliers, encourage innovation and added value input prior to the issue of final tender documents
- permitting variant tenders for some major projects, which enables suppliers to propose further innovations within their tenders.

Transport Scotland uses Prior Information Notices (PINs) and Supplier Information Events when appropriate, to support early market engagement on procurements. During the reporting period, one PIN was published by Transport Scotland on the Public Contracts Scotland website. This was for the contract for the Asset Management Technical Services Framework.

Delivery sub-action 3.4

Continually improve our model contract documents and utilise Scottish Government and UK wide collaborative contracts to secure a range of benefits and savings

Model contract documents for highly specialist goods, services and works are subject to on-going review by Transport Scotland. They are held in centrally available templates, which are updated as practice develops and lessons learned are embedded.

During this reporting period Transport Scotland completed engagement with industry stakeholders to review Transport Scotland's standard contractual terms and

conditions for road construction projects. Following this engagement exercise, the NEC4 Engineering and Construction Contract was used for the A9 Dualling Tomatin to Moy contract. This form of contract is used in other parts of the construction and engineering sectors and its use was welcomed by industry and the Civil Engineering Contractors Association.

For more routine needs Transport Scotland uses the Scottish Government model contract documents for selected contracts, frameworks and call-offs.

Where a suitable Transport Scotland contract or framework is not in place, collaborative contracts and frameworks are used where possible. Transport Scotland's use of collaborative procurement includes Scottish Government contracts and frameworks, as well as Scotland Excel and Crown Commercial Services frameworks where appropriate. Use of Scottish Government collaborative frameworks generated cash savings of over £1.5m during this reporting period.

Transport Scotland has also worked closely with the Scottish Procurement and Property Directorate, contributing to the development of the Scottish Government Civil Engineering Framework through engagement with their user intelligence group and membership of the steering group and other working groups. Transport Scotland staff also supported with the tender evaluation exercise for this procurement.

Priority 4

Transport Scotland will use the procurement programme to maximise the impact of the sustainable procurement duty

Delivery sub-action 4.1

Ensure compliance with the sustainable procurement duty, such that our contracts are procured and managed in an economically, socially and environmentally sustainable manner

It is mandatory for all regulated procurements in Transport Scotland to have an approved project procurement strategy. The procurement strategy includes a section on sustainable procurement, where project teams must record economic, social and environmental requirements which are relevant to their criteria. Key considerations in this section include climate change and the circular economy, fair working practices and community benefits. Project teams are required to assess whether supported businesses or SMEs need to be considered in the procurement process, and

whether the contract should include a requirement to advertise sub-contracting opportunities on the Public Contracts Scotland portal.

Where appropriate, Transport Scotland contracts require suppliers to provide reporting on the delivery of sustainable procurement commitments which enables contract managers to monitor delivery of these contractual requirements. Appendix B provides statistics highlighting the benefits that have been achieved through procured contracts during the 2023-2024 financial year.

During the reporting period, Transport Scotland included selection questions on prompt payment and environmental management in procurements including the Asset Management Technical Services Framework and the Multi-supplier Framework Agreement for Ground Investigation Works.

Delivery sub-action 4.2

Support project teams to maximise the impact of the sustainable procurement duty within their procurements and contracts

Transport Scotland requires that the Scottish Government's sustainability test is completed for each regulated procurement during the development of the procurement strategy. This ensures relevant and proportionate sustainability requirements are embedded in the procurements of frameworks and contracts from the beginning of the process. This requires project managers to provide details of the social, economic and environmental elements of the proposed procurement that will be addressed by developing a suitable specification and evaluation criteria.

Project managers are directed to SPPNs and Scottish Government guidance on sustainability when completing procurement strategies. In addition, the Procurement Team have developed model questions that can be used for the Fair Work First and Real Living Wage evaluation criteria.

Community benefits guidance is provided to project teams on Transport Scotland's procurement intranet pages to assist them when identifying suitable community benefit requirements, including training, recruitment and sub-contracting opportunities. The toolkit includes Transport Scotland's community benefits metrics, which are used within the procurement and contract management stages of projects. A version of the metrics is available on the Transport Scotland [website](#), which allows suppliers to gain a better understanding of community benefits requirements.

Transport Scotland's major works procurements within the period include quality assessment criteria on Fair Work First, community benefits and environmental

practices. An example of this was the A9 Dualling Tomatin to Moy project, with 30% of the quality score allocated to questions which relate to the sustainable procurement duty.

The Transport Scotland Trunk Roads Network Maintenance Contracts also contains measures to maximise the impact of the sustainable procurement duty. The contracts require the operating companies to increase the number of ultra-low emission vehicles in their fleet with a commitment that by 2025 they will ensure at least fifty per cent of their car and van fleet will comprise of ultra-low emission vehicles. It also requires that they install EV charge points at central offices and depots, with dedicated EV charging parking spaces and signage to support the operation of the ultra-low emission vehicles. This will help to lower carbon emissions on the trunk road network as the operating companies perform their obligations.

The operating companies are also required to produce carbon emissions reports, providing a carbon factor score for material usage and transportation in schemes within a one-year programme. This will set a base line for ongoing carbon reduction to set and monitor targets to achieve continuous improvement within future programmes. The contract performance management regime includes a number of performance indicators established to measure year on year reductions in carbon emissions and waste generated through the operating companies operations. They are also required to develop an environmental policy and identify environmental objectives, targets, programmes, training and communication requirements. The operating companies will also include environmental considerations in method statements and procedures, including those for operational control and emergency response.”



Figure 6 Operatives undertaking routine maintenance on the Trunk Road Network

Delivery sub-action 4.3

Promote the inclusion of community benefits considerations throughout the development of contracts

Community benefits are considered in the procurement strategy for all regulated procurements. Community benefits are also reviewed as part of the lessons learned process. Transport Scotland requires project teams to consider the local community where the contract will be delivered and include relevant information in the tender documents. This knowledge sharing supports suppliers in delivering community benefits which are tailored to the needs of the local area.

Transport Scotland continued to review and update its guidance to assist project managers when assessing the potential to include community benefits into their procurements. The guidance provides model text and community benefits questions for inclusion in tender documents and contracts for a range of different values and types of requirement. Project managers are asked to consider community benefits throughout the development and procurement of the contract. Regular training on

community benefits was provided during the reporting period to Transport Scotland staff to highlight the importance of best practice in this area.

During this reporting period, contracts which include community benefits requirements have delivered a wide range of positive outcomes, including training and employment opportunities as well as providing support to community organisations. More detailed information on community benefits delivered during the reporting period can be found in Appendix B.

Delivery sub-action 4.4

Ensure that our procurement activity promotes Fair Work First, including the use of the Living Wage and the Modern Slavery Act and the procurement of fair and ethically traded goods and services

Fair Work First is considered within the procurement strategy for all regulated procurements, and Fair Work questions are included in the tender documents for all procurement processes, where it is proportionate to do so. This requires suppliers to provide details which demonstrate their approach to fair work and the Real Living Wage.

A training course on Fair Work First has been developed and is delivered regularly, ensuring that staff are kept up to date with the Scottish Government's Fair Work First Guidance, the Procurement Reform (Scotland) Act 2014 Statutory Guidance and Scottish Procurement Policy Note Fair Work First implementation – Scottish public procurement update: SPPN 6/2021, which was current during the reporting period. This training, alongside guidance produced by the Procurement Team ensures that project teams understand this policy and how this should be incorporated into procurements and contracts.

Priority 5

Transport Scotland will support the Scottish Government in its climate ambitions through its procurement practices

Delivery sub-action 5.1

Work across our organisation to ensure consideration of the climate emergency is integral to procurement decisions

Consideration of the climate emergency is included in all project procurement strategies, where project managers are required to consider whether to buy, what to buy and how to buy as they plan their procurement. It is standard practice to include a question relating to the tenderers' approaches to the climate emergency in the award criteria for Transport Scotland procurements.

During this reporting period, Transport Scotland implemented the new Scottish Government requirement to ask suppliers to provide a Climate Change Plan as part of the selection stage for contracts deemed to be 'relevant' or 'priority' contracts. These plans include evidence of their ability to address the climate emergency and reduction of their Scope 1, 2 and 3 emissions. Examples of this include the Development Management, Road Safety and Active Travel Support Services Framework, the Asset Management Framework and the Multi-Supplier Framework Agreement for Ground Investigation Works.

Transport Scotland has developed its own carbon calculator which is used to calculate the emissions associated with works projects at the design stage in order to determine emissions reduction targets. This ensures consideration of the impact of emissions at an early stage of the procurement. During the previous reporting period the requirement to use the calculator was included in the contract for the M8 Kingston Bridge works and the A985 Kincardine Bridge Southern Piled Viaduct Replacement. Due to the success of this calculator, it was included in the procurement documents for the A9 Dualling Tomatin to Moy Contract, which was in procurement during the reporting period.

The Procurement Team collaborated with environmental colleagues and supported with the development of the [Transport Scotland's Carbon Management Plan 2022-2027](#). This document contains a section that is focussed on procurement's contribution to reducing Transport Scotland's impact on the environment and meeting net zero emissions across its corporate functions, as well as contributing to its Public Bodies Climate Change Duty reporting. In addition, updates on developments of Transport Scotland's policy on incorporating climate change considerations within procurement activity are discussed with senior managers from all directorates at our quarterly Procurement Group Meeting, enabling internal stakeholders across the organisation to provide feedback on how procedures will work within the sectors in which they are procuring.



Figure 7 A985 Kincardine Bridge Southern Piled Viaduct replacement

Delivery sub-action 5.2

Collaborate with internal and external stakeholders, as appropriate, to facilitate sharing of best practice in carbon management

Transport Scotland is an active, supportive member of the Scottish Government's Heads of Procurement Group, Procurement Collaboration Group and sectoral Procurement Cluster Group, enabling it to discuss and exchange best practice with peers from across the public procurement sector.

Transport Scotland is also an active member of the Scottish Government's Construction Leadership Forum and have contributed to the development of the Scottish Government Multi-Supplier Civil Engineering Works Framework, including carbon considerations. During the reporting period there was ongoing collaboration with the Scottish Water Net Zero Expert Panel to consider best practice and reducing carbon in construction, with particular support being provided to the development and use of low carbon concrete on construction projects.

Ongoing internal collaboration within Transport Scotland included regular meetings of the Procurement Climate Emergency Working Group. This working group was attended by staff from across Transport Scotland's directorates to discuss and develop an approach to carbon management through procurement processes, ensuring that best practices were consistently implemented across the organisation.

Delivery sub-action 5.3

Gather data and monitor information to support and develop procurement opportunities to address climate emergency priorities

The climate and the circular economy are considered within the procurement strategy for all regulated procurements, and provisions are included in tender documents where it is relevant and proportionate to do so. This requires suppliers to provide details of their approach to climate and circular economy considerations within the award criteria of Transport Scotland procurements.

An earlier version of the Transport Scotland carbon calculator has been implemented on construction projects over a number of years, and which has supported data gathering on scope 3 carbon emissions created by construction. An updated carbon calculator tool for construction has been included in recent projects including the M8 Kingston Bridge works, the A985 Kincardine Bridge Southern Piled Viaduct Replacement and the A9 Dualling Tomatin to Moy.

Priority 6

Transport Scotland will maintain a high standard of procurement capability, implement best practice, recognise talent and implement continuous improvement

Delivery sub-action 6.1

Ensure that our staff have access to consistent procurement advice and information and ensure that all such activity is compliant with current legislation

Staff have access to guidance at all times through the dedicated procurement pages on the intranet, which includes a procurement toolkit and Transport Scotland procurement advice notes. The procurement toolkit has undergone an extensive

update during the reporting period to improve the guidance available to project teams and was published on the intranet in April 2024. Procurement advice notes give guidance on the practical implementation of Scottish Government and Transport Scotland procurement policy. During the reporting period, new and updated procurement advice notes on Fair Work First, contract staff rate adjustments and cyber security were produced. Procurement advisors in the Procurement Team meet regularly to discuss live procurement issues, to ensure that consistent advice is available to all staff across the agency.

The Procurement Team operates a procurement query tracker which monitors the progress and outcome of all queries received. This tracker is reviewed regularly to ensure consistency of responses, and to identify training needs.

The Procurement Team runs compliance checks on selected regulated procurements, assessing each procurement at key stages to ensure it has been undertaken in line with procurement processes and policy, Transport Scotland's Corporate Procurement Strategy and current legislation.

Delivery sub-action 6.2

Deliver a programme of targeted procurement training to our staff to ensure that procurement activity remains compliant with current procurement legislation and policy

Delegated Purchasing Authority (DPA) holders and other procurement staff are required to complete the Scottish Government Procurement Competency Framework on an annual basis to highlight areas where development is required. Following feedback received from this process, the Procurement Team incorporate updated mandatory training requirements. Training for DPA holders is now run as a bespoke session on a one-to-one basis for new DPA holders, with refresher training being run in small groups for existing DPA holders.

Transport Scotland regularly reviews procurement queries and lessons learned, alongside evaluations from the Scottish Government Procurement Competency Framework, to identify areas that would benefit from additional training and guidance. To address these needs, a procurement training strategy is developed annually, ensuring that knowledge gaps are effectively tackled through a comprehensive training programme. Training sessions are advertised to staff using the Transport Scotland intranet pages, highlighted to DPA holders by email and are discussed at Procurement Group Meetings which are attended by senior leaders.

With the continued adoption of hybrid working, the Procurement Team has used virtual training sessions with 118 attendees over 21 sessions during the reporting period. This included procurement subjects such as Evaluation of Tenders, Fair Work First, Routes to Procurement, Role of the DPA, Community Benefits & Supported Businesses, Legal Training and Procurement and the Climate Emergency.

Delivery sub-action 6.3

Work collaboratively across the organisation and wider public sector to share knowledge and best practice

The Procurement Team supports project teams across Transport Scotland, working closely with project teams and DPA holders to ensure that procurements are undertaken in line with best practice. Procurement Group Meetings are attended by senior staff across the organisation on a quarterly basis, allowing the Procurement Team to share any new policies and procedures and discuss these with representatives from across the organisation. The Director of Purchasing meets biannually with the Scottish Government's Director of Procurement and Property to share information and discuss procurement topics.

Transport Scotland is an active member of the Scottish Government's Heads of Procurement Group, Procurement Collaboration Group and Procurement Cluster Group, where there is the opportunity to share knowledge and best practice with others across the Scottish public procurement sector.

Within Transport Scotland, the Procurement Team has a focus on working collaboratively with project teams across the organisation, which is particularly important in a devolved model of procurement. Members of the Procurement Team have sat on working groups and project boards for significant programmes of work undertaken by the organisation, including the nationalisation of the Caledonian Sleeper Train, the Smart Integrated Ticketing Board and the Clyde and Hebrides Ferry Services.



Figure 8 MV Loch Friosa in Oban harbour

The Procurement Team provides expert advice to project teams across Transport Scotland, working collaboratively to ensure that procurement activities are conducted in compliance with organisational and regulatory requirements. Beyond providing guidance, the team plays a key role in developing and implementing procurement policies related to climate change and carbon management, often working closely with other specialists across the organisation. A member of the Procurement Team also regularly meets with governance team leaders from various directorates to ensure alignment and share best practices.

Active engagement is a cornerstone of the Procurement Team's approach. This includes participation in boards and working groups across the organisation and regular meetings with governance teams, to foster collaboration and drive continuous improvement across Transport Scotland's procurement practices.

Delivery sub-action 6.4

Review procurement lessons learned feedback and ensure that procurement best practice is updated and disseminated

The Procurement Team regularly seek feedback, good practice examples and lessons learned from project managers on their experience on recent procurements.

The procurement team review lessons learned on a quarterly basis to identify areas where processes and guidance need to be updated. This ensures that best practices are incorporated and that issues are addressed to prevent recurrence.

Through the lessons learned process, the Procurement Team identified a need to produce more standardised templates for procurement processes. The team has developed a structured approach to update and review template procurement documents which project teams can use for their procurement activities.

A further example of the lessons learned process in action was the implementation of the NEC4 form of contract in the A9 Dualling Tomatin to Moy project. Lessons learned by Transport Scotland and the Scottish Government during the development of the Scottish Government Civil Engineering Framework were successfully integrated into the procurement competition for this project. This approach not only created a more attractive and competitive environment for contractors but also demonstrated value for money.

Priority 7

Transport Scotland will develop and implement our procurement systems to improve sustainable outcomes

Delivery sub-action 7.1

Engage with Scottish Government and wider public sector led initiatives and consider implementation within Transport Scotland

Transport Scotland supported a number of public sector led activities during the reporting period. These included attendance at the Supplier Development Programme's Meet the Buyer Event, which was held in Edinburgh in May 2023 and regular engagement with the Scottish Government's Procurement Collaboration Group and Procurement Cluster Group meetings.

During this reporting period, the procurement team, alongside finance colleagues, regularly engaged with the Scottish Government Shared Services Programme team responsible for the development of the Scottish Government Oracle finance and HR system which will be implemented in Transport Scotland during the 2024-2025 financial year.

During the reporting period, Transport Scotland used the Scottish Government's PECOS EASEBUY system for e-Procurement. This system supports the prompt payment of the supply chain and ensures compliance with the Scottish Government target for the payment of invoices within 10 working days of their receipt.

Delivery sub-action 7.2

Review and update the procurement page of our website to improve visibility for internal and external stakeholders

The procurement pages of the [Transport Scotland website](#) are routinely reviewed and updated when required. The pages explain how Transport Scotland does business and how suppliers can become involved in Transport Scotland procurements.

Information about sustainable procurement and community benefits is available on Transport Scotland's public-facing website, to support suppliers who may be interested in tendering for procurements. This information includes a [community benefits metrics template](#) which is used within Transport Scotland procurements and contracts to benchmark and monitor delivery of community benefits, as well as links to information about Fair Work First within the procurement process.

Delivery sub-action 7.3

Review and update our best practice tools and procedures to take account of any legislative changes, internal policy changes and ensure consistency

Transport Scotland has developed procurement guidance, including a procurement toolkit which sits alongside procurement advice notes on specialised topic areas. These documents provide staff with information, guidance and templates to ensure procurements comply with legislation, Scottish Procurement Policy Notes, internal policy and governance procedures. The procurement toolkit is regularly revised to ensure that it remains up to date.

Following revisions to Scottish Government policy on Prompt Payment in the Supply Chain and the Real Living Wage within procurement processes, as well as the introduction of an SPD (Single Procurement Document) question on climate change, the Procurement Team worked to develop and introduce guidance on how these policies are applied within Transport Scotland procurements, ensuring that a consistent approach is taken across the organisation.

Delivery sub-action 7.4

Maintain our procurement IT systems to monitor and ensure compliance with procurement processes

Transport Scotland has a Contracts Database system which is used to record information about procurements and the resulting contracts. The Contracts Database includes a procurement compliance check which is in use on all regulated procurements. It allows the procurement team to audit selected procurements as they progress through governance stages to ensure that they are being undertaken in line with Transport Scotland's Corporate Procurement Strategy and are compliant with legislation.

The Contracts Database also supports the ongoing monitoring of contract expiry dates, contract spend and planned future procurement activity to enable forward planning. The procurement team maintains and updates the records held on the Contracts Database on a regular basis to ensure that they are an accurate and current reflection of the procurements and contracts within Transport Scotland.

Summary of community benefits

Community benefits generated through Transport Scotland procurements can be a powerful catalyst to improving the economic, social and environmental wellbeing of communities. The Procurement Reform (Scotland) Act 2014 stipulates that community benefits must be considered for all procurements greater than £4 million. Transport Scotland aims to deliver community benefits as part of all regulated procurement activity and assists staff when assessing the potential to include community benefits in procurements.

During the reporting period, Transport Scotland's suppliers have reported that live contracts delivered 613 new entrants' positions, 36 apprenticeships, 72 graduate positions and 22 work placements. Suppliers also reported that they have awarded 517 sub-contracts valued in excess of £117 million. Appendix B highlights the range of employment positions provided by suppliers over the reporting year as a result of community benefits.

Supported businesses and social enterprise spend summary

Transport Scotland ensures that supported businesses are considered when a new procurement strategy is developed. For example, Transport Scotland spent over £10,000 in direct spend with supported businesses during the reporting period on the supply of Document Management Services from Haven Products. In addition, suppliers have reported placing contracts and orders with a value in excess of £533,000 with supported businesses and social enterprises. These include:

- [cfine](#) for the supply of foodstuffs for the Northern Isles Ferry Services contract
- [Caber Coffee](#) for the supply of coffee for the Northern Isles Ferry Services contract
- [Glencraft Mattresses](#) for the supply of mattresses for the Northern Isles Ferry Services contract
- [Shetland Soap Company](#) for the provision of toiletries for the Northern Isles Ferry Services contract
- [Scotland's Bravest Manufacturing Company](#) for the supply of road signage for the Clyde and Hebrides Ferry contract, map boards for the Traffic Scotland Operations and Infrastructure contract and Academy9 certificates and Return to Bus postcards for the Transport Scotland Communications Support Services contract.

- [Codebase](#) for desk rental space and catering for the Digital Travel Data Services contract.
- [Ethstat](#) Ethical Stationery, [Paint360 Ltd](#) and [Recycling Lives](#) for supply of stationery, paint and waste recycling services to the South West trunk road operating company

Anticipated future regulated procurement summary

A list of anticipated regulated procurement activity over the next two years is shown in Appendix C.

Appendices

[Appendix A](#) - List of regulated procurement activity awarded during the reporting period

[Appendix B](#) - Portfolio of community benefits and engagement activities

[Appendix C](#) – Anticipated future procurement summary 1 April 2024 to 31 March 2026

Appendix A– List of regulated procurement activity awarded during the reporting period

Table 2 New regulated procurements for contracts and frameworks completed during the reporting period

Contract reference	Contract or framework name	Contract type	Value
TS/AMFC/SER/2023/01	Provision of Air Services between Glasgow Airport and Campbeltown, Tiree and Barra	Services and Supply	£24,000,000
TS/BAAT/SER/2021/03	Digital Travel Data Services - Stage 2	Services and Supply	£5,918,807
TS/TSA/SER/2021/04	Multi Supplier Framework Agreement for Transport Scotland 2023-2026/7 Traffic, Travel and Transport Data Collection	Services and Supply	£3,000,000
TS/MP/SER/2020/11	Multi Supplier Framework Agreement for Archaeology Services for Transport Scotland - Lot 2	Services and Supply	£250,000
TS/MP/SER/2020/12	Multi Supplier Framework Agreement for Archaeology Services for Transport Scotland - Lot 3	Services and Supply	£21,000,000

Table 3 New regulated call-offs from existing frameworks completed during the period

Contract reference	Framework name	Call-off name	Call-off type	Call-off value
TS/LCE/SER/2019/01/03	ChargePlace Scotland Charge Point Network Operator Services	Work Package 2 Back Office Services from September 2023	Services and Supply	£1,360,000
TS/SPCD/CC/2023/03/02	Collaborative Contract - 4th	Temporary Admin South -	Services and Supply	£75,000

Contract reference	Framework name	Call-off name	Call-off type	Call-off value
	Generation Temporary and Interim Staff Services	Transport Scotland Senior Network Administrator - Roads		
TS/SPCD/CC/2023/03/07	Collaborative Contract - 4th Generation Temporary and Interim Staff Services	Interim Professional - Smart Project Delivery Manager	Services and Supply	£285,000
TS/SPCD/CC/2023/03/14	Collaborative Contract - 4th Generation Temporary and Interim Staff Services	Interim Professional - Project Support Officer	Services and Supply	£281,000
TS/SPCD/CC/2023/03/05	Collaborative Contract - 4th Generation Temporary and Interim Staff Services	Interim Professional - CMAL Governance	Services and Supply	£65,000
TS/SPCD/CC/2023/03/06	Collaborative Contract - 4th Generation Temporary and Interim Staff Services	Interim Professional - Project Support Officer	Services and Supply	£136,000
TS/SPCD/CC/2023/03/03	Collaborative Contract - 4th Generation Temporary and Interim Staff Services	Interim IT - Automated Tester	Services and Supply	£290,000
TS/SPCD/CC/2023/03/04	Collaborative Contract - 4th Generation	Interim IT - Web Application Developer	Services and Supply	£245,000

Contract reference	Framework name	Call-off name	Call-off type	Call-off value
	Temporary and Interim Staff Services			
TS/SPCD/CC/2023/03/01	Collaborative Contract - 4th Generation Temporary and Interim Staff Services	Temporary Admin South - Transport Scotland Correspondence Officer - Roads	Services and Supply	£100,000
TS/SPCD/CC/2023/03/18	Collaborative Contract - 4th Generation Temporary and Interim Staff Services	Interim Professional Senior Policy Lead Low Carbon Economy	Services and Supply	£231,750
TS/SPCD/CC/2023/03/08	Collaborative Contract - 4th Generation Temporary and Interim Staff Services	Temporary Admin South - Facilities Assistant	Services and Supply	£63,376
TS/CCS/CC/2020/28/01	Collaborative Contract - Corporate Services - Financial solutions 2	Provision of Specialist Financial Advisory Services for Clyde and Hebrides Ferry Services 3	Services and Supply	£250,000
TS/SE/CC/2021/01/05	Collaborative Contract - Engineering and Technical Consultancy Framework	ITS and CAV Manager	Services and Supply	£120,000
TS/SE/CC/2021/01/04	Collaborative Contract - Engineering and	Traffic Scotland Operations	Services and Supply	£115,000

Contract reference	Framework name	Call-off name	Call-off type	Call-off value
	Technical Consultancy Framework	Contract Manager		
TS/SPCD/CC/2019/03/07	Collaborative Contract - Interim Professional and IT Staff Services	Project Support Officer - Smart Ticketing	Services and Supply	£100,000
TS/SPED/CC/2019/03/03	Collaborative Contract - Interim Professional and IT Staff Services	Business Analyst	Services and Supply	£260,000
TS/SPCD/CC/2019/03/02	Collaborative Contract - Interim Professional and IT Staff Services	Data Solutions Architect	Services and Supply	£600,000
TS/CCS/CC/2021/02/06	Collaborative Contract - Management Consultancy Framework Three	Electric Vehicle Infrastructure Research study	Services and Supply	£86,338
TS/CCS/CC/2021/02/04	Collaborative Contract - Management Consultancy Framework Three	Cost Comparison Report for the PSO	Services and Supply	£84,338
TS/SPCD/CC/2020/21/03	Collaborative Contract - Media Planning, Buying and Associated Services Framework	Low Emission Zone Campaign Activity Phases 4 and 5	Services and Supply	£195,626
TS/CCS/CC/2023/01/01	Collaborative Contract - Technology Services 3	Procurement of SQUIRe System for ScotRail, Network Rail and	Services and Supply	£618,849

Contract reference	Framework name	Call-off name	Call-off type	Call-off value
		Caledonian Sleeper Auditing		
TS/CCS/CC/2021/04/04	Collaborative Contract - Transport Technology and Associated Services	Red Light Enforcement Systems	Services and Supply	£222,000
TS/CCS/CC/2021/04/03	Collaborative Contract - Transport Technology and Associated Services	Average Speed Camera Enforcement Systems	Services and Supply	£1,800,000
TS/TRBO/SE R/2018/06/14	Environmental Advisory And Auditing Services Framework Agreement 2019-2023	TS Trunk Road Adaptation Plan	Services and Supply	£200,000
TS/TRBO/SE R/2018/06/15	Environmental Advisory And Auditing Services Framework Agreement 2019-2023	Net Zero Route Map for TS Trunk Road Network	Services and Supply	£250,000
TS/MP/SER/2020/03/01	Multi Supplier Framework Agreement for Archaeology Services for Transport Scotland - Lot 1	Historic Environment Adviser	Services and Supply	£150,000
TS/ROADS/SER/2019/08/07	Multi Supplier Framework Agreement for Design Standards	Standards Branch - Branch Support 1	Services and Supply	£96,000

Contract reference	Framework name	Call-off name	Call-off type	Call-off value
	Advice and Professional Services			
TS/ROADS/SER/2019/08/08	Multi Supplier Framework Agreement for Design Standards Advice and Professional Services	Standards Branch - Branch Support 2	Services and Supply	£96,000
TS/AMFC/SER/2021/01/02	Multi Supplier Framework Agreement for Maritime Consultancy Services	Ardrossan Harbour Re-development – Review of Project Costs	Services and Supply	£50,000
TS/TSA/SER/2021/10/02	Multi Supplier Framework Agreement for Transport and Land-Use Modelling and Transport Appraisal and Planning 2021-2024/5: LATIS Lot 1 - Development, Update and Application of Transport Models	Modelling and Meeting	Services and Supply	£75,000
TS/TSA/SER/2021/07/01	Multi Supplier Framework Agreement for Transport and Land-Use Modelling and Transport	A9 Dualling Programme: OBC Support Services	Services and Supply	£73,000

Contract reference	Framework name	Call-off name	Call-off type	Call-off value
	Appraisal and Planning 2021-2024/5: LATIS Lot 2 - Advice on the case for transport investment			
TS/TSA/SER/2021/01/26	Multi Supplier Framework Agreement for Transport and Land-Use Modelling and Transport Appraisal and Planning 2021-2024/5: LATIS Lot 4 - Transport Planning Advice	Professional Support for evaluating 2024/25 Active Travel Transformation Fund Applications	Services and Supply	£90,000
TS/TSA/SER/2021/01/23	Multi Supplier Framework Agreement for Transport and Land-Use Modelling and Transport Appraisal and Planning 2021-2024/5: LATIS Lot 4 - Transport Planning Advice	Supply of Senior Transport Planning Services to Transport Strategy and Analysis	Services and Supply	£221,260
TS/TSA/SER/2021/01/24	Multi Supplier Framework Agreement for Transport and Land-Use Modelling and Transport Appraisal and	Supply of Transport Planning Services to Transport Strategy and Analysis #1	Services and Supply	£89,660

Contract reference	Framework name	Call-off name	Call-off type	Call-off value
	Planning 2021-2024/5: LATIS Lot 4 - Transport Planning Advice			
TS/TSA/SER/2021/01/25	MFA for Transport and Land-Use Modelling and Transport Appraisal and Planning 2021-2024/5: LATIS Lot 4 - Transport Planning Advice	Supply of Transport Planning Services to Transport Strategy and Analysis #2	Services and Supply	£89,660
TS/TSA/SER/2021/01/17	Multi Supplier Framework Agreement for Transport and Land-Use Modelling and Transport Appraisal and Planning 2021-2024/5: LATIS Lot 4 - Transport Planning Advice	Supply of Senior Development Planning Services to Transport Strategy and Analysis	Services and Supply	£207,252
TS/TRBO/SER/2017/08/11	Multi Supplier Framework Agreement for Transport Research	Scottish Roads Research Board (SRRB) 2023/24 Effectiveness of mammal mitigation	Services and Supply	£74,911
TS/TRBO/SER/2017/08/12	Multi Supplier Framework Agreement for Transport Research	SRRB 2023/24 Zebra Crossings Study Phase 3	Services and Supply	£69,158

Contract reference	Framework name	Call-off name	Call-off type	Call-off value
TS/TRBO/SER/2017/07/12	Multi Supplier Framework Agreement for Transport Research	SRRB 2023/24 Kerbing Study Phase 4	Services and Supply	£74,997
TS/TRBO/SER/2017/07/11	Multi Supplier Framework Agreement for Transport Research	SRRB 2023/24 Impact Assessment of zero emission economic development activities	Services and Supply	£66,072
TS/SAM/CC/2020/01/02	SAM- National Procurement Framework	Concessionary Travel Reimbursement Model Development	Services and Supply	£99,500
TS/MP/SER/2021/06/13	Transport Scotland Communications Support Services Contract	Provision of Communications Support Services for A9 Dualling Programme	Services and Supply	£185,000

Appendix B – Community benefits statistics and case study

There is a focus on the provision and delivery of community benefits as part of Transport Scotland's contracts. Community benefits may include opportunities such as:

- generating employment and training opportunities for priority groups
- vocational training
- up-skilling of the existing workforce
- equality and diversity initiatives
- making sub-contracting opportunities available to SMEs, the third sector and supported businesses
- supply-chain development activities
- encouraging and developing capacity in community organisations
- educational support initiatives
- working with schools, colleges and universities to offer work experience, mentoring and curriculum development minimising negative environmental impacts, e.g. impacts associated with vehicle movements and/or associated emissions and impacts on protected areas, buildings or sites.

Key statistics of additional employment opportunities, sub-contracting and training provided reported by suppliers as being delivered through Transport Scotland's contracts are shown in Table 3, followed by a case study from one of our contracts.

Key Statistics during period 01 Apr 2023 – 31 Mar 2024

- number of new entrant positions (excluding graduates and apprentices) - 613
- number of graduate positions - 72
- number of apprentice positions - 36
- total number of new sub-contracts awarded - 517
- total value of all sub-contracts - £117,241,327
- of these, total number of new sub-contracts awarded to Small Medium Enterprises (SMEs) - 293
- total value of all sub-contracts awarded to SMEs - £30,817,258

- total spend with supported business and social enterprise - £533,827
- number of work placements undertaken - 22
- number of qualifications gained (SVQ2 and above) - 312
- number of industry certification gained - 2,961

Case Study: Provision of Air Services between Glasgow Airport and Campbeltown, Tiree and Barra

Following a procurement competition, Transport Scotland confirmed in October 2023 that Loganair Limited would continue to operate the subsidised air services to some of Scotland's most remote communities for the next four years.

The provision of Air Services between Glasgow Airport and Campbeltown, Tiree and Barra offer vital connectivity for the people that rely on them, allowing them to travel for work, medical appointments, access vital mainland services, as well as visiting family and friends.



Figure 9 Barra Airport

Loganair's community benefits commitment ensured the continuation of their valued relationship with the communities in Campbeltown, Tiree and Barra who depend on the provision of these services. These included:

- 8 Engineering Apprenticeships in 2023.
- unpaid office and administration work placements for school leavers aged 16 and over.
- “Flyng for all” Equality, Diversity & Inclusion Program.
- providing flights for CHAS (Children’s Hospices Across Scotland) support teams to fly families with children suffering from terminal illnesses

Loganair also committed to continue their longstanding Greenskies™ program which supports grants to not-for-profit and community organisations such as:

- the Tiree Music Festival where they sponsor a Group each year and assist in travel arrangements.
- the Kintyre Food Bank in Campbeltown, which received £1,426 to replace an ageing fridge freezer with a more energy-efficient and economical option, to support people through the ongoing cost of living crisis with fresh, healthy food.



Figure 10 Cheque being donated to Kintyre Food Bank

Appendix C– Anticipated future regulated procurement summary 1

April 2024 to 31 March 2026

Name	New or Re-Let	Procurement Type
A720 Sheriffhall Supplementary Ground Investigation	New	Works
A75 Springholm and Crocketford Improvements - Technical Advisors	New	Services and Supply
A828 Connel Bridge Deck Replacement	New	Works
A83 Rest and Be Thankful Long Term Solution Detailed Ground Investigation	New	Works
A83 Rest and Be Thankful Medium Term Solution Phases 2&3 Construction Works	New	Works
A830 Shlatach Bridge Replacement	New	Works
A898 Erskine Bridge - Dehumidification System	New	Works
A9 Dualling: P03 - Tay Crossing to Ballinluig	New	Works
A9 Dualling: P04 - Pitlochry to Killiecrankie	New	Works
A9 Dualling: P09 Supplementary Ground Investigation	New	Works
A9 Dualling: P12 - Tomatin to Moy	New	Works
A9 Dualling: Utilities Audit & Advisory Services	New	Services and Supply
A9 Dualling: Native Seed Supply Contract	New	Services and Supply
A9 Findhorn Bridge – Bearing Replacement	New	Works
A9 Kessock Bridge External Repainting	New	Works
A9/A96 Inshes to Smithton - Archaeology Investigation	New	Services and Supply
A90 Forth Road Bridge - Parapet Replacement	New	Works

Name	New or Re-Let	Procurement Type
A90 Forth Road Bridge - Suspended Span Painting and Strengthening	New	Works
A96 Dualling Inverness to Nairn (including Nairn Bypass) - Archaeology Curator	New	Services and Supply
A96 Dualling Inverness to Nairn (including Nairn Bypass) - Archaeology Investigation	New	Services and Supply
A96 Dualling Inverness to Nairn (including Nairn Bypass) – Tree Felling	New	Works
A96 Dualling Inverness to Nairn (including Nairn Bypass) – Financial Advisor	New	Works
A985 Kincardine Bridge Painting	New	Works
Active Travel Technical Services	New	Services and Supply
Asset Management Technical Services Framework	New	Services and Supply
Borders Rail 3 Year After Evaluation	New	Services and Supply
Bus Partnership Fund	New	Services and Supply
Clyde and Hebrides Ferry Services Contract	Re-let	Services and Supply
Contact Centre Services for Traffic Scotland Care Line	New	Services and Supply
Development Management, Road Safety and Active Travel Support Services Framework - Lot 1	New	Services and Supply
Development Management, Road Safety and Active Travel Support Services Framework - Lot 2	New	Services and Supply
Development Planning Transport Appraisal Guidance Update	New	Services and Supply
East Linton Baseline Project	New	Services and Supply
Gazetteer Management System	New	Services and Supply

Name	New or Re-Let	Procurement Type
LATIS Models Update	New	Services and Supply
Levenmouth Rail Project Baseline Data Collection	New	Services and Supply
Low Carbon Transport Loan - Financial Administration	New	Services and Supply
M8 Woodside Viaduct - Permanent Repairs Technical Advisors	New	Services and Supply
M90 Friarton Bridge - Edge Beam Refurbishment	New	Works
Mobility as a Service Investment Fund	New	Services and Supply
Multi-Supplier Framework Agreement for Ground Investigation Works 2024 - 2028 - Lot 1	Re-let	Works
Multi-Supplier Framework Agreement for Ground Investigation Works 2024 - 2028 - Lot 2	Re-let	Works
National Concessionary Travel Scheme Reimbursement System	Re-let	Services and Supply
Quality Management Audit services	New	Services and Supply
Queensferry Crossing Evaluation	New	Services and Supply
Smart Technical Evaluation and Support Services	New	Services and Supply
Support Maintenance and Development of Small Business Application Systems	New	Services and Supply
Transport Scotland Biodiversity Strategy	New	Services and Supply
ChargePlace Scotland Charge Point Network Operator Services - Work Package 2 Back Office Services - July 2024	New	Services and Supply

Table 3 – Anticipated Future Regulated Procurement Summary



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CÒMHDHAIL ALBA

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