

**NHS 24
BOARD**

**27 AUGUST 2020
ITEM NO 6.2.7
FOR APPROVAL**

PROCUREMENT ANNUAL REPORT – 2019/20

Executive Sponsor:	Director of Finance & Performance
Lead Officer/Author:	Head of Procurement - SAS
Action Required	The Annual Report to the Board is presented to the Board for approval.
Key Points for this Committee to consider	<ul style="list-style-type: none"> • This is an annual reporting requirement from Scottish Government and the report is for financial year 2019/2020 • In addition to providing details of previous regulated procurements, there is a requirement to provide information on any future requirements within the next 24 months. Whilst we have reflected current requirements these may change over this period dependant on funding and service requirements.
Governance process	This report has been considered at the Audit and Risk Committee on 13/08/2020 and the Planning and Performance Committee on 20/8/20. It is presented to the Board for approval.
Strategic alignment and link to overarching NHS Scotland priorities and strategies	Effective procurement is aligned with the delivery of the NHS 24 Strategy & NHS 24 contribution to the Health and Social Care Delivery Plan.
Key Risks	<p>There are no key risks within the Procurement Annual Report. Risks associated with procurement of goods and services follow the normal risk process within NHS 24.</p> <p>Procurement services are provided by the Scottish Ambulance Service via an SLA.</p>

NHS 24 GREEN

Financial Implications	The financial plan includes provision for procurement of goods and services required to deliver and develop the current services across NHS 24.
Equality and Diversity	There are no direct equality and diversity (E&D) implications associated with this report. However, equality and diversity is appropriately considered in relation to Procurement transactions.

1. RECOMMENDATION

- 1.1 The Board is asked to note the report for approval.

2. BACKGROUND

- 2.1 The Procurement Reform Act (Scotland) 2014 placed a requirement on all public bodies with an annual turnover in excess of £5,000,000 to have a Procurement Strategy in place and to produce an Annual Report.
- 2.2 An updated Procurement Strategy is presented to the August 2020 Planning & Performance Committee for formal approval prior to publication. The documented embedded in the annual report is the approved version from last year.
- 2.3 A regulated procurement is defined as a contract that exceeds £50,000. These are detailed for 2019/20 in section 3 of the report. Regulated procurements do not include waivers or contracts arranged by 3rd parties. For example, this would exclude the 111 telephony contract or change controls within the two main IT contracts.

3. CURRENT POSITION

- 3.1 This is an annual reporting requirement from Scottish Government and the report attached is for financial year 2019/2020.
- 3.2 In addition to providing details of previous regulated procurements, there is a requirement to provide information on any future requirements within the next 24 months. Whilst we have reflected our anticipated requirements for the next two years, these may change over this period dependant on funding and service requirements.