



**KINGDOM**  
Group

**Procurement Return April 2021 - March 2022**

**August 2022**

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## 1. **Introduction**

The Kingdom Group comprises of Kingdom Housing Association Ltd and its subsidiaries Kingdom Initiatives Ltd and Kingdom Support and Care CIC. For the purpose of this report the Group will be referred to as “Kingdom”.

This report should be read in conjunction with Kingdom’s Procurement Strategy. To comply with this and all legislative requirements Kingdom have produced this Annual Procurement Report which summarises all regulated procurement activity for the period.

Regulated procurements are public contracts with an estimated value in excess of £2m for works contracts or £50k for other types of contract.

## 2. **Procurement Vision**

Kingdom’s procurement vision is to “achieve excellent procurement performance through sustainable procurement practices for the benefit of the organisation and our stakeholders”.

## 3. **Regulated Procurement Summary**

Kingdom’s programme of regulated procurements are summarised below:

22 regulated procurement activities were completed during the reporting period.

8 procurement activities had Community benefits delivered on regulated procurement completed during the reporting period.

Approx 29 expected regulated procurement activities over the next 2 financial years.

## 4. **Completed Regulated Procurement**

During the period 1 April 2021 to 31 March 2022 Kingdom completed 22 regulated procurement activities. These are categorised below with full details provided in Appendix A.

	Open Tender	Restricted	Framework Call-Off	VEAT	Total
Goods	0	0	0	0	0
Services	7	0	1	0	8
Works	2	0	2	10	14
Total	9	0	3	10	22

All regulated procurements were undertaken in accordance with Kingdom's approved Procurement Policy and advertised through Kingdom's Website.

#### 5. Review of Procurement Strategy Compliance

Kingdom is committed to ensuring that all regulated procurement activities undertaken are fair, open, transparent, non-discriminatory and sustainable in accordance with its Procurement Strategy, legislation and best practice.

A number of key objectives are set out in Kingdom's Procurement Strategy. The summary below provides details of the achievements and outcomes achieved in support of these objectives.

<b>Objective 1: Consistently apply good procurement practice across the organisation.</b>
A procurement working group implements Kingdom's Procurement Strategy to continually improve performance and to ensure a consistent approach to all procurement activities carried out.
Kingdom's Procurement Policy, Strategy and Action Plan are regularly reviewed to ensure compliance with legislation and best practice.
Skills matrix and training plans have been developed to identify skill levels of staff responsible for procurement and to ensure appropriate training (where required).
Staff members have attended various training events and conferences to improve their knowledge; this includes training carried out by the Scottish Federation of Housing Associations and PASS Procurement.

An Annual Procurement Report has been produced to provide details of procurement activities carried out during the period and those anticipated over the next 2 financial years. This will be made available on Kingdom's website.

Kingdom's Corporate Plan has been reviewed to ensure that procurement activities support departmental strategies and organisational objectives.

**Objective 2: Help improve economic, social and environmental wellbeing in our geographical areas of operation.**

Kingdom has a Community Benefits Strategy and Sustainability Policy in place to support its Procurement Strategy and vision.

Kingdom aims to advertise all procurement opportunities over £50k through Public Contracts Scotland to facilitate the involvement of small & medium enterprises (SME's), third sector bodies and supported businesses.

Internal procedures are regularly reviewed to ensure that procurement activities promote compliance with Health & Safety at Work Regulations, recognise environmental factors and encourage all suppliers to work in a socially responsible manner.

Kingdom actively encourages commitment from suppliers to pay the Living Wage as their minimum hourly rate and provide advice to those organisations where possible to help them achieve positive outcomes in paying this.

Kingdom's New Build Design Standards are regularly reviewed to ensure continuous improvement and best practice.

Kingdom has increased its use of e-purchasing and e-invoicing solutions to procurement.

**Objective 3: Plan, monitor and review effectively current/ future procurement activities.**

A Contracts Register has been developed to identify all current high level, high risk procurement activities. This has been published on Kingdom's website and is available on Public Contracts Scotland.

Kingdom successfully completed its PCIP assessment which was carried out by Scotland Excel.

A Procurement Action Plan is in place to monitor and record progress of Kingdom's procurement activities.

Risk management processes have been reviewed to ensure that any associated procurement risks are managed appropriately.

Kingdom continues to measure supplier performance using results from customer/stakeholder feedback, quality and service delivery appraisal.

All regulated contracts are monitored through Key Performance Indicators (KPIs) and regular meetings with suppliers throughout the lifetime of the contract.

Kingdom have carried out a spend analysis to determine what areas across the organisation would benefit from a tendering process or a framework agreement process. This has been incorporated into Kingdom's Procurement Action Plan and Strategy.

**Objective 4: Tender and award contracts in accordance with Kingdom's Financial Regulations, legislative requirements and best practice.**

Kingdom's Financial regulations are regularly reviewed and approved by Board members.

All contracts are awarded in accordance with applicable regulations and based on the Most Economically Advantageous Tender (MEAT) in accordance with Kingdom's Procurement Policy.

Kingdom has an Anti Fraud, Bribery and Corruption Policy and Employment, Payments and Benefits policy in place to support its Procurement Strategy and vision.

Kingdom's regulated procurement opportunities are published on Kingdom's website.

Kingdom has a Counter Fraud Officer to manage the Fraud Register. Fraud prevention training has been undertaken by relevant staff.

**6. Community Benefits Summary**

Kingdom's Community Benefits Strategy provides a framework to ensure the delivery of Community Benefits through its procurement activities.

Kingdom's employability team assists suppliers in maximising opportunities for Community Benefits through all capital contracts no matter their value. The table shown in Appendix B provides information on Kingdom's Community Benefit outcomes for all regulated and unregulated capital contracts completed during the reporting period.

**7. Supported Business Use Summary**

Kingdom aims to facilitate the involvement of supported businesses in their procurement activities where possible. During the period contact was made with local supported businesses to source signage and office furniture.

**8. Future Regulated Procurement Summary**

Kingdom expects to commence approx.29 regulated procurements over the next 2 financial years. Details of these potential contracts can be found in Appendix C.

**9. Other Relevant Information**

Kingdom has engaged with the Scottish Government's Procurement Improvement Programme. Kingdom's PCIP (Procurement and Commercial Improvement Programme) assessment was carried out by Scotland Excel.

No formal procurement challenges were received during the period.

Kingdom is accredited as a Living Wage Employer and is committed to supporting the Living Wage and encouraging suppliers to do the same.

Kingdom is a member of Scotland Excel and the Scottish Procurement Alliance as part of the Group's collaborative procurement arrangements. Kingdom also has their own Contractor and Consultant Frameworks in place which allow partners to call off works and services to add value and assist with the delivery of the Scottish Government's affordable housing programme.

**10. Conclusion**

Kingdom has updated its Procurement Strategy for the period to 31 March 2022.

## 11. **Contact Details**

For more information about this Report or Kingdom's Procurement Strategy please contact:

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**COMPLETED REGULATED PROCUREMENT (Completions during 01.04.21 – 31.03.22)**

<b>Contract Description</b>	<b>Award Date</b>	<b>Supplier</b>	<b>Estimated Contract Value</b>	<b>Start Date</b>	<b>End Date</b>	<b>Procurement Classification</b>
SPA – Kitchen material supplies	March 2022	JTC Furniture Group	£80,000 per annum	April 2022	March 2026	Supplies - SPA Framework Call off
Scotland Excel - Material Supplies	April 2021	Scotland Excel – Various suppliers within the framework	£800,000	April 2021	March 2023	Supplies - Scotland Excel Framework Call off
Window & Door Replacements term contract	September 2021	CMS	£2,250,000	September 2021	March 2023 (Ended early due to the contractor going into administration)	Supplies/work – Full tender process
3 Year Term Bathroom upgrade works	May 2020	L+D Plumbing	£1,200,000	May 2020	March 2023 (Ended early due to the contractor going into administration)	Work - Full tender process
3 Year Term cyclical painter work contract	April 2020	Mitie	£600,000	April 2020	March 2023	Services - full tender process
3 year Void cleaning framework	April 2020	Confida, Flexiclean & Orbis	£500,000	April 2020	March 2023	Services - full tender process

3 year Void Painterwork Framework	April 2020	Mitie, Bells & Drumbreck	£500,000	April 2020	March 2023	Services - full tender process
Landscape maintenance contract	April 2020	T&N Gilmartin & Continental	£700,000	April 2020	March 2023	Services - full tender process
3 year Common Stair cleaning term contract	February 2022	Confida FM & Diamond UK FM	£1,000,000	April 2022	March 2025	Services - full tender process
3 Year Term contract Gas Servicing & Maintenance	July 2021	Gas Call Services & Saltire FM	£2,500,000	July 2021	June 2024	Services - full tender process
Support trades reactive repairs Service Framework	September 2021	Various	£800,000	October 2021	September 2021	Services - full tender process
3 year Training Provider Framework	September 2021	Various	£250,000 per annum	October 2021	September 2024	Services - Framework call off

<b>Contract Description</b>	<b>Award Date</b>	<b>Supplier</b>	<b>Estimated Contract Value</b>	<b>Start Date</b>	<b>End Date</b>	<b>Procurement Classification</b>
Balgove Road, Gauldry	7 March 2022	Campion Homes	£6,597,089	March 2022	September 2023	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS
Bertha Park, Perth Phase 2B	21 March 2022	Bertha Park Limited	£1,204,555	March 2022	April 2023	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS

Meadowlands North, Dunfermline	7 July 2021	Taylor Wimpey	£3,512,476	July 2021	January 2023	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS
Toll Road, Guardbridge	29 March 2022	Campion Homes	£5,460,558	March 2022	April 2023	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS
Broich Road, Crieff 1	7 June 2021	Ogilvie Homes	£3,172,800	June 2021	September 2022	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS
Stirling Road, Larbert	21 January 2022	Avant Homes	£1,795,080	March 2022	October 2022	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS
Sappi Road, Markinch Phase 2	2 December 2021	Persimmon Homes	£3,462,079	December 2021	March 2023	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS
Kilmany Road, Wormit Phase 2	20 April 2021	Persimmon Homes	£7,077,572	April 2021	September 2022	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS
Station Road, Leven	20 April 2021	Quale Homes	£2,828,000	April 2021	September 2022	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS
Woodend Road, Cardenden	20 April 2021	Campion Homes	£7,122,223	April 2021	October 2022	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS

COMMUNITY BENEFIT OUTCOMES (01.04.21 – 31.03.22)

Contract Name	Contract Description	Work Placements	Jobs Created	New Apprenticeships	Existing Apprenticeships	Other Activities
Elm Grove, Alloa	Newbuild Affordable Housing	1	3	2	5	Artwork delivered with community involvement
Methil Brae, Methil	Newbuild Affordable Housing	4	1	0	2	Site Agent involved with setting up the Food Pantry with BRAG at Crosshill.
Park Street, Rosyth	Newbuild Affordable Housing	1	2	2	5	
Cardenden Road, Cardenden	Newbuild Affordable Housing	0	2	1	2	
Park Road, Kirkcaldy	Newbuild Affordable Housing	3	7	3	1	
Rosebank, Dunipace	Newbuild Affordable Housing	0	3	1	1	
Hugh Place, Lochgelly	Newbuild Affordable Housing	0	8	3	2	
Magnus Drive, Glenrothes	Newbuild Affordable Housing	0	1	1	6	Campion and KHA made donations of £200 to Collydean Community

						Centre and Household Hampers
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**REGULATED PROCUREMENT (Expected to start - 01.04.22 to 31.03.24)**

**APPENDIX C**

<b>Estimated Award Date</b>	<b>Contract Description</b>	<b>Estimated Total Contract Value</b>	<b>Procurement Classification</b>	<b>Estimated Contract Period</b>
August 2022	Construction of Affordable Housing - Halbeath, Dunfermline Phase 2	£4,725,003	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	August 2022 - July 2023
April 2022	Construction of Affordable Housing - Halbeath, Dunfermline Phase 1	£3,520,000	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	April 2022 - June 2023
September 2022	Construction of Affordable Housing - Broich Road, Crieff Phase 2	£2,671,077	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	September 2022 - September 2023
September 2022	Construction of Affordable Housing - Bertha Park, Perth Phase 3	£6,970,000	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	September 2022 - March 2024
March 2023	Construction of Affordable Housing - Broomhall, Dunfermline	£12,750,000	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	March 2023 - January 2026
January 2023	Construction of Affordable Housing - Ingrie Farm, Leslie	£7,480,000	Works - Kingdom Contractor Services Framework Call Off	January 2023 - October 2024
February 2023	Construction of Affordable Housing - South of Hill View, Kinglassie	£7,480,000	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	February 2023 - June 2024
October 2022	Construction of Affordable Housing - Younger Gardens, St Andrews	£5,780,000	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	October 2022 - March 2024

February 2023	Construction of Affordable Housing - Former Viewforth High School, Kirkcaldy	£2,550,000	Works - Voluntary Transparency Notice published via PCS	Ex-Ante (VEAT)	March 2023 - April 2024
February 2023	Construction of Affordable Housing - Station Court, Pittenweem	£4,930,000	Works - Voluntary Transparency Notice published via PCS	Ex-Ante (VEAT)	February 2023 - April 2024
January 2023	Construction of Affordable Housing - Pool of Muckhart	£2,040,000	Works - Voluntary Transparency Notice published via PCS	Ex-Ante (VEAT)	January 2023 - December 2023
October 2023	Construction of Affordable Housing - Broich Road, Crieff Phase 2	£2,380,000	Works - Voluntary Transparency Notice published via PCS	Ex-Ante (VEAT)	October 2023 - October 2024
March 2023	Construction of Affordable Housing - Milnathort	£2,720,000	Works - Voluntary Transparency Notice published via PCS	Ex-Ante (VEAT)	March 2023 - June 2024
September 2022	Construction of Affordable Housing - Stirling Road, Larbert Phase 2	£2,040,000	Works - Voluntary Transparency Notice published via PCS	Ex-Ante (VEAT)	September 2022 - July 2023
October 2022	Construction of Affordable Housing - Lathro Farm, Kinross	£5,950,000	Works - Voluntary Transparency Notice published via PCS	Ex-Ante (VEAT)	November 2022 - March 2024
November 2022	Construction of Affordable Housing - High Street, Cowdenbeath	£5,780,000	Works - to be tendered via PCS		November 2022 - November 2023
June 2023	Construction of Affordable Housing - Pitdinnie Road, Cairneyhill Phase 2	£6,800,000	Works - Voluntary Transparency Notice published via PCS	Ex-Ante (VEAT)	June 2023 - March 2025
May 2023	Construction of Affordable Housing - Inner Court, Cupar	£2,550,000	Works - Kingdom Services Framework Call Off	Contractor	May 2023 - June 2024

July 2023	Construction of Affordable Housing - Fraser Avenue, Inverkeithing Phase 3	£8,500,000	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	July 2023 - July 2025
March 2024	Construction of Affordable Housing - Kilsyth Road, Banknock, Falkirk	£5,100,000	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	March 2024 - July 2025
July 2023	Construction of Affordable Housing - Canalside, Reddingmuirhead	£9,690,000	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	July 2023 - July 2025
June 2023	Construction of Affordable Housing - Bedford Place, Alloa	£5,610,000	Works - to be tendered via PCS	June 2023 - November 2024
May 2023	Construction of Affordable Housing - Pitlithie Road, Leuchars	£8,330,000	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	May 2023 - November 2024
August 2023	Construction of Affordable Housing - Hall Street (Fab-tek Phase 1)	£5,780,000	Works - Kingdom Contractor Services Framework Call Off	August 2023 - February 2025
March 2023	Construction of Affordable Housing - Main Street, Balmullo	£3,230,000	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	April 2023 - April 2024
July 2023	Construction of Affordable Housing - Pitscottie Road, Cupar Phase 2	£8,330,000	Works - Voluntary Ex-Ante Transparency Notice (VEAT) published via PCS	July 2023 - July 2025
April 2022 - March 2024	Provision of Consultant Services (Multi Disciplinary)	£643,524	Services - Kingdom Consultants Framework Call Off	April 2021 - March 2023

August 2022	Window & Door Replacement term contract	£1,500,000	Supplies/Work	August 2022 – March 2023
April 2022	Bathroom replacement works	£900,000	Work	April 2022 - March 2023