



Loreburn Group

Annual Procurement Report 2025

1 Introduction

This report enables Loreburn Housing Association (LHA) to comply with its obligations under the Procurement Reform (Scotland) Act 2014, Section 18(1), which requires the preparation and publication of an annual procurement report on regulated procurement activities.

The Act requires any public organisation with an estimated annual regulated spend of £5 million or more (excluding VAT) to develop and review a procurement strategy annually before the start of the financial year. In addition to the mandatory procurement strategy, the organisation must also prepare and publish an annual procurement report disclosing how its procurement activity has complied with its published procurement strategy.

Regulated procurement is defined as the procurement of public goods/supplies or services with a value of over £50,000, or any procurement works with a value of over £2 million. This report follows the guidance and template issued by the Scottish Government.

This report covers LHA's 2024/25 financial year, which ended on 31 March

2025. In compliance with Section 18(2) of the Act, this report includes:

- Summary of Regulated Procurements Completed
- Review of Regulated Procurement Compliance
- Community Benefit Summary
- Supported Businesses
- Future Regulated Procurements Summary

Section 1 – Summary of complete Regulated Procurements

Compliant procurement is a key part of LHA's strategic plan, supporting the delivery of value for money and the application of the general duties of fair and equal treatment.

Total number of live contracts used throughout 2024/25: 34

Number of regulated contracts awarded in 2024/25: 8

Number of contracts awarded so far in 2025/26: 3

A full list of regulated procurement contracts entered by LHA throughout 2024/25 can be found in Appendix 1. This includes contracts issued prior to 2024/25, those issued within 2024/25, and agreements signed early in 2025/26.

The Regulated Contract Register is updated quarterly and published on the Association's website under the Reports & Corporate Information section:

<https://loreburn.org.uk/resource-library/>

Section 2 – Review of Regulated Procurement Compliance

The overall objective of LHA's procurement strategy is to support the Association's Corporate Plan by delivering best-in-class procurement through the careful application of modern procurement principles and practices. Outcomes focus on customers by striving to generate value for money, innovation, and the delivery of sustainable social values.

Key Priorities and Compliance:

Priority	We will do this by:	Compliance
Rent affordability	Ensure we get the best deal, quality, and value	Our policy includes a 60%/40% Quality/Price split to ensure value for customers. Any deviation is justified and approved as part of project plans.
Supporting Scotland's Economic Strategy	Invest in suppliers in the communities we serve. Work with suppliers that create new employment opportunities in D&G.	Of the 8 regulated contracts tendered, 5 were awarded to different suppliers. Multiple contracts to the same supplier were of a similar nature. We work with existing suppliers to join national frameworks.
Innovation	Work with suppliers that strive to innovate in product and service delivery	We have worked with the Disruptive Innovators Network to explore emerging technologies, including pilot programs for emergency light testing.

Inclusive Growth	Work with suppliers that provide training and employment opportunities, drive fair work practices, promote equality, tackle inequality, and seek low carbon solutions	LHA has secured Living Wage Accreditation. Contractors/suppliers must commit to paying the living wage. Community benefits from Passivhaus frameworks and other contracts include recruitment and training opportunities.
Involving SMEs	Involve SMEs in the delivery of our goods/services/works	Of the 8 regulated contracts tendered in 2024/25, 1 went to SMEs.

LHA strives for a robust and efficient procurement process that supports the organisation's objectives and reflects the Scottish Government's movement towards net zero. The strategy includes five ambitions to measure progress:

- All spending through procurement activity has a corresponding contract.
- All procurement activities comply with statutory and regulatory requirements and are supported by robust technical specifications.
- All appropriate contracts include, where possible, sustainable activities by the supplier.
- All appropriate contracts include community benefits.
- All staff are trained to carry out regulated procurement

activity. Key Progress and Improvements in 2024/25:

- Engagement with customers via consultation for regulated tenders impacting customers (e.g., grounds maintenance)
- Annual review of supplier spend to identify opportunities for contract agreements
- Use of existing supplier frameworks for planned maintenance
- Inviting local suppliers to join national frameworks
- Working to improve contractor portal for better communication and invoicing
- Introduction of new software for gas servicing and remedial works reporting
- Tendered a material supply framework for responsive repairs using local contractors

Key Priorities for 2025/26:

- Internal skills assessment for procurement activities against the Procurement & Commercial Improvement Program (PCIP), with support from Procurement for Housing (PfH), to be completed by December/January 2025
- Set up Dynamic Purchasing Systems for cyclical decoration and responsive maintenance subcontractor works

- Continue reviewing supplier spend and maintaining a contract register
- Develop understanding of property investment needs for planned and net zero works
- Combine investment activities into larger programmes where possible
- Explore funding opportunities for major investment works
- Further training for the Asset Management and Investment team
- Explore joint procurement opportunities for potential savings
- Review Procurement Strategy alongside the 2024–29 Corporate Plan

Section 3 – Community Benefit Summary

LHA's procurement policy requires the inclusion of community benefit clauses for major contracts wherever possible. During the reporting period, community benefits were included in 8 contracts.

A centralised community benefit register is maintained to match identified needs with available offerings.

Key deliverables from community benefit clauses:

- Low energy lightbulbs provided to customers in properties with kitchen/bathroom replacements
- Financial support for community projects
- Attendance at “meet the buyer” and school STEM events
- Nithsdale Plumbing appointed 1 apprentice to work across Loreburn contracts
- Procast delivered subcontracting opportunities for local organisations, created new employment opportunities, donated surplus materials, and engaged with local schools and community groups

Section 4 – Supported Businesses Summary

The Act defines a supported business as “an economic operator whose main aim is the social and professional integration of disabled or disadvantaged persons and where at least 30% of the employees are disabled or disadvantaged.”

LHA's regulated contract activity for 2024/25 did not provide an opportunity to utilise goods or services from supported businesses.

Supported businesses are used for non-regulated procurement activities where possible.

Section 5 – Future Regulated Procurements Summary

The Act requires disclosure of all estimated regulated procurements over the next two years. Appendix 2 provides this summary.

Number of contracts due to be tendered: 44

Number of potential extensions to current contracts: 1 Number of known relets (replacement tenders): 43 Number of new tenders due: Unknown at this time.

Section 6 – Summary

Loreburn Housing Association continues to measure progress against the five ambitions defined in its strategy. Customers will continue to be consulted on tendering outcomes where applicable. Supporting suppliers to engage with the Association through the legislative process is key to the success of the procurement programme, ensuring consideration of financial, economic, social, and environmental benefits.

23 January 2026

Appendix 1 – Regulated Procurement Register 2025

Regulated Procurement Register

<u>Date of Award</u>	<u>Contractor</u>	<u>Contract Reference No.</u>	<u>Works/Good/Services</u>	<u>Estimated Value (including VAT where)</u>	<u>Start Date</u>	<u>End Date</u>
22/08/2024	BTO Solicitors	OR_001	Legal Services Framework Agreement 2024-2027	£200,000	01/10/2024	30/09/2027
22/08/2024	TC Young Solicitors	OR_002	Legal Services Framework Agreement 2024-27	£200,000	01/10/2024	30/09/2027
12/10/2020	Dasco		Automatic Door Servicing and Maintenance (2+3)	£100,000	02/11/2020	01/11/2025
30/10/2020	Caledonian Cleaning Services	AM-REG_013	Communal Cleaning - Lot 2 (2.5years + 1 + 1)	£135,281	01/12/2020	31/03/2026
25/11/2020	Caledonian Cleaning Services	AM-REG_014	Communal Cleaning - Lot 1 (2.5years + 1 + 1)	£182,202	11/01/2021	31/03/2026
08/09/2021	Arjo UK Ltd	AM-REG_018	Patient Equipment Maintenance & Repairs Contract (2 year plus 2+1)	£57,228	01/08/2021	31/07/2026
12/11/2021	Designer Software Ltd		ICT Maintenance Contract (4 Years)	£168,000	30/11/2021	30/11/2025
01/03/2022	SSE Energy Supply Ltd		Landlord Electrical Supply	£100,000	01/04/2023	30/09/2026
01/03/2022	SSE Energy Supply Ltd		Landlord Electrical Supply	£100,000	01/04/2023	30/09/2026
08/03/2022	ECD Architects	AM-REG_021	Principal Designer - New Build House (3 years + 1 optional)	£1,000,000	01/04/2022	31/03/2025
06/04/2022	M- Four		Stock Condition surveys - 4 Years	£425,000	01/04/2022	31/03/2026
12/04/2022	Furniture Resource Centre		Communal later living lounge furnishing and upgrades x 3 schemes	£120,000	01/04/2022	31/03/2026
12/04/2022	Nithsdale Plumbing	AM-REG_023	Gas Servicing - 2 years + 2 & further 1 year optional	£375,253	01/05/2022	30/04/2027
23/05/2022	Plexus Innovation		Remote Water Quality Monitoring and Devices - 3 year subscription	£54,406	23/05/2022	22/05/2026
29/05/2022	Arthur J Gallager		Insurance - 3 Years + 2 Optional	£924,400	29/05/2022	28/05/2025
01/11/2022	SEFE Ltd		Landlord Gas Supply	£100,000	01/11/2023	30/09/2025
15/11/2022	Churches Fire Security		Cyclical Maintenance & Repairs: Maintenance, servicing and repairs of Fire Panels (2+1+1)	£240,000	01/12/2022	30/11/2026

15/11/2022	Churches Fire Security		Cyclical Maintenance & Repairs: Maintenance, servicing and repairs of CCTV and Door Entry systems (2+1+1)	£242,000	01/12/2022	30/11/2026
01/04/2023	Wolseley		IHR Materials - Call off agreement	£200,000	01/04/2023	31/03/2026
01/04/2023	City Plumbing		IHR Materials - Call off agreement	£200,000	01/04/2023	31/03/2026
01/04/2023	Holland House		IHR Materials - Call off agreement	£200,000	01/04/2023	31/03/2026
17/07/2023	Nithsdale Plumbing & Heating LTD		Aids & Adaptations (2 year + 1 year)	£400,000	01/08/2023	31/07/2026
29/08/2023	Nithsdale Plumbing & Heating LTD		Renewable energy equipment servicing (2 year + 2 + 1)	£186,000	01/09/2023	31/08/2027
29/08/2023	Magnus Electrical Services		Solar panel cleaning & repairs (2 year + 2 + 1)	£225,000	01/09/2023	31/08/2027
29/08/2023	Bell Group		Cyclical Decoration 2023-2024 Batch 1, 2 & 3 (Year 1, 2, 3)	£332,000	01/09/2023	31/03/2026
20/03/2024	Environtec Ltd		Asbestos - Management and Re-Inspection Surveys	£120,000	01/04/2024	31/03/2029
04/06/2024	Procast		Windows & Doors (tbc)	£350,000	06/09/2024	31/03/2025
04/06/2024	Procast		Boilers Replacements (tbc)	£300,000	15/07/2024	31/03/2025
04/06/2024	Procast		Kitchen & Bathroom Replacements (tbc)	£965,000	01/10/2024	31/03/2025
04/06/2024	Procast		ASHP installation	£400,000	21/10/2024	31/03/2025
23/07/2024	Cleartech Group		Water Quality - 2 years + 2 + 1 optional	£175,000	01/09/2024	31/08/2026
20/12/2024	Bell Group		Fire Safety Framework: Lot 4A Installation, Maintenance & Remediation of Passive Fire Protection (2+2)	£150,000	01/04/2025	31/03/2027
17/03/2025	Ramora		Grounds Maintenance - Lot 1 (2+1+1 year)	£145,922	01/04/2025	31/03/2027
17/03/2025	Ramora		Grounds Maintenance - Lot 2 (2+1+1 year)	£126,480	01/04/2025	31/03/2027