

Covid-19 Newsletter

Over the past month, buyers across the country have been working hard to support their organisations, suppliers and their communities. A lot has been achieved, yet there is no doubt that we will be dealing with the uncertainty and challenges associated with this virus for the foreseeable future.

While the return to our new normal is anything but clear, work is already underway across the public sector on what actions will be needed to help re-start our economy. On 21 April, Fiona Hyslop, the Cabinet Secretary for Economy, Fair Work and Culture [announced](#) the government's four step economic plan which focusses on the '4 Rs' – Response, Reset, Restart and Recover.

We thought it might be useful to summarise some of the work delivered to date against this framework and highlight where our plans are evolving.

Respond and Reset

We are **simplifying our processes** to ensure that we make the best use of our resources and have the flexibility to respond quickly to emerging challenges and priorities. In support we have:

- Issued a [Scottish Public Procurement Policy Note](#), highlighting the flexibility buyers have within the current rules to place contracts at this time;
- [Published guidance](#), offering hints and tips on simplification and reminding public bodies of the range of procurement procedures available to them during the COVID-19 outbreak;
- Released a [Construction Policy Note](#), which offers the opportunity for electronic signatures on trust documents for project bank accounts (PBAs);
- Issued [guidance](#) to allow public bodies to apply for up to one year extensions, to leases due to expire during the current Covid-19 crisis .

We are **supporting our suppliers** through the crisis by offering relief, including helping to address potential cash flow issues. In support, we have:

- [Published guidance](#), promoting prompt payment of invoices and highlighting options to help suppliers at risk because of the current crisis;
- Issued [tailored policy guidance](#) for construction procurements which also supports the [COVID-19: Guidance For Construction Sector](#);
- Amended Scottish legislation to extend the period of time, before Landlords may apply to end commercial property leases for non-payment of rent from 14 days to 14 weeks .[\(Continued over\)](#)

Respond and Reset (continued)

We are strengthening and building on existing **cross sector collaboration** at this critical time.

- Working across the Scottish Government, NHS, Central Government sector, Higher and Further Education and Local Authorities communities to address common challenges, including the procurement and distribution of critical Personal Protective Equipment (PPE) and testing.
- Our [Collaborative agreements](#) provide a quick and easy route to secure common goods and services.
- Scottish Government have established a [single point for contact](#) to help prioritise

third party offers of support, from where offers are triaged and prioritised as appropriate. Local authorities and Resilience Partnership Co-ordinators can access information about these offers of assistance.

If your organisation has a specific need, and wants to find out if the Scottish Government has received an offer of assistance that might help meet it, you should contact covid19response@gov.scot with the wording “RP request” at the start of the subject line. When doing so, please provide contact details, an indication of the service required, and the geographical area.

Next Steps

Over coming weeks, our focus will increasingly turn to Restart and Recover. We’re working on developing our strategies and plans alongside our Scottish Government Economy and Policy colleagues, the procurement Centres of Expertise and industry representatives. Whilst it’s early days, work is currently evolving along the following lines:

Restart

- National policy guidance
- Alignment of contracting plans
- Construction industry support

Recovery

- Identifying and targeting emerging priorities
- Clarifying construction pipelines
- Cross-functional/organisational interventions

And Finally

This month our Collaborative and Scottish Government Procurement Division has restructured into two separate, but closely linked, divisions. This may result in a change to your usual point of contact.

- The Collaborative Procurement Division, led by Ian Howie, will assume responsibility for all collaborative procurement activities.
- The Procurement Services Division, led by Graeme Cook, will oversee all procurement activities for Scottish Government and the wider central government sector.

We appreciate how busy everyone is right now and we want to strike the right balance between keeping you up to date and allowing you to focus on your own priorities. We will communicate any urgent information on Covid-19 and its impact upon procurement or our activities through future newsletters when required.

If you have any procurement related queries we have attached a contacts list, which can be used during this period.

Who's who guide

Scottish Procurement is providing a number of critical services during this time. This chart is designed to give a quick update for colleagues on who to contact across specific areas. This list is under review as the situation develops and will be updated regularly.

SPPD Leadership Team

Ainslie McLaughlin
Director Scottish Procurement and Property
E: ainslie.mclaughlin@gov.scot
T: 0774 7007 531

Morag Angus
Head of Property Division and Chief Surveyor
E: morag.angus@gov.scot
T: 0783 7172 239

Ian Howie
Head of Collaborative Procurement Division
E: ian.howie@gov.scot
T: 0788 0788 993

Nikki Archer
Head of Commercial Policy and Strategy
E: nikki.archer@gov.scot
T: 0131 244 0429

Scott Bell
Head of Procurement Development and Construction Review
E: scott.bell@gov.scot
T: 0782 5861 353

Ian Davidson
Covid – Expanded Testing programme
E: ian.davidson2@gov.scot
T: 0780 0712 197

Graeme Cook
Head of Procurement Services
E: Graeme.cook@gov.scot
T: 0782 5861 345

Key contacts – Services

Procurement and Commercial Policy and Strategy Division

Iain Moore
Head of Procurement Policy
E: iain.moore@gov.scot
T: 0782 4499 341

Bill Watt
Procurement Policy Manager
E: bill.watt@gov.scot
T: 0131 244 3725

Susan Craig
Procurement Policy Manager
E: susan.craig@gov.scot
T: 0131 244 3898

Jo Mitchell
Procurement Policy Manager
E: Josephine.mitchell@gov.scot
T: 0791 9298 190

Angela McTeir
Procurement Policy Manager
E: angela.mcteir@gov.scot
T: 0782 5861 354

Gregor Hutton
Head of Commercial and Project Capability
E: gregor.hutton@gov.scot
T: 0131 244 7239

COVID – Expanded Testing Programme

Kathryn MacGregor
Policy Lead National Labs
E: kathryn.macgregor@citizensassembly.com
T: 0746 7336 802

Lisa McCann
Policy Lead Regional Testing Centres
E: lisa.mccann@citizensassembly.scot
T: 0788 0102 201

Chris Dunne
Programme Manager
E: chris.dunne@gov.scot
T: 0781 5550 998

Eilidh MacDonald
Senior Policy Officer
E: eilidh.macdonald@gov.scot
T: 0786 7208 000

Elliot Ross
Communications Officer
E: Elliot.ross@citizensassembly.scot
T: 0756 5976 387

Collaborative Procurement Division

Calum Elliot

Deputy Head of Collaborative Procurement Division

E: calum.elliott@gov.scot

T: 0777 0702 120

Jan Tyczynska

Senior Portfolio Manager - Construction

E: jan.tyczynska@gov.scot

T: 0141 242 5709

Ann Hoyland

Senior Portfolio Manager - Utilities

E: ann.hoyland@gov.scot

T: 0777 3256 724

Moira McNaught

Senior Portfolio Manager – Professional and Corporate Services

E: moira.mcnaught@gov.scot

T: 0779 8855 087

Gary Robinson

Senior Portfolio Manager – Procurement Innovation

E: gary.robinson@gov.scot

T: 0749 5444 836

Denis McFadden

Senior Portfolio Manager – ICT

E: denis.mcfadden@gov.scot

T: 0782 5905 951

Procurement Development and Construction Review Division

Lynn Wisener

Head of eCommerce

E: lynn.wisener@gov.scot

T: 0776 5594 990

Graham Porteous

Head of Construction Policy

E: graham.porteous@gov.scot

T: 0779 5801 448

Sarah Stevenson

Head of SG Purchase to Pay Governance

E: sarah.stevenson@gov.scot

T: 0781 5707 747

Ben Coburn

Head of Procurement Engagement

E: ben.coburn@gov.scot

T: 0771 7422 431

Gordon Dickson

Business and Communications Team Leader

E: Gordon.dickson2@gov.scot

T: 0782 4499 289

Procurement Services Division

Natalie McCrindle

Head of More Powers Implementation Procurement

E: natalie.mccrindle@gov.scot

T: 0141 242 5913

Gerry Toal

Senior Portfolio Manager More Powers Implementation

E: gerald.toal@gov.scot

T: 0785 4678 461

Scott McLeish

Senior Portfolio Manager More Powers Implementation

E: scott.mcleish@gov.scot

T: 0141 242 5625

Barry Graham

Head of Services Procurement and Capability

E: barry.graham@gov.scot

T: 0771 7422 407

Angela McKay

Senior Portfolio Manager SG Procurement/CM/CG Capability

E: angela.mckay@gov.scot

T: 0782 4625 028

Property Division

Paula Fern

Estates Management Services and Advice

E: paula.fern@gov.scot

T: 0778 7428 144

Judith Shaw

Estates Management Services and Advice

E: Judith.shaw@gov.scot

T: 0785 4648 021

David Mitchell

Property Policy Advice

E: David.mitchell2@gov.scot

T: 0782 5356 056

Lucile Rankin

Property Policy Advice

E: Lucile.rankin@gov.scot

T: 0778 0956 622

If you are unsure who to contact about Covid-19 related issues, please email:

Covid-19ProcurementSupport@gov.scot