

## **Notice of Meeting and Agenda Scotland Excel Executive Sub-committee**

<b>Date</b>	<b>Time</b>	<b>Venue</b>
Friday, 20 October 2023	09:30	Remotely by MS Teams,

MARK CONAGHAN  
Clerk

### **Membership**

Councillor John Shaw (Convener) and Councillor Altany Craik (Vice Convener).

Councillor David Keating (Aberdeenshire Council): Councillor Brenda Durno (Angus Council): Councillor Mandy Watt (City of Edinburgh Council): Councillor Kenny Macleod (Comhairle Nan Eilean Siar): Councillor Carlyne Wilson (Dumfries & Galloway Council): Councillor Ruairi Kelly (Glasgow City Council): Councillor Derek Loudon (Highland Council): Councillor Christina Larsen (North Ayrshire Council): Councillor Michael McPake (North Lanarkshire Council): Councillor Dennis Leask (Shetland Islands Council): Councillor Chris Cullen (South Ayrshire Council): Councillor Walter Brogan (South Lanarkshire Council).

### **Further Information - online meetings only**

This meeting is on-line only but is a meeting which is open to members of the public by prior arrangement. A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at <http://renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx>

For further information, please email [democratic-services@renfrewshire.gov.uk](mailto:democratic-services@renfrewshire.gov.uk)

## **Members of the Press and Public - contact details**

Members of the press and public wishing to attend the meeting should contact [democratic-services@renfrewshire.gov.uk](mailto:democratic-services@renfrewshire.gov.uk) to allow the necessary arrangements to be made.

## Items of business

### Apologies

Apologies from members.

### Declarations of Interest and Transparency Statements

Members are asked to declare an interest or make a transparency statement in any item(s) on the agenda and to provide a brief explanation of the nature of the interest or the transparency statement.

- |             |   |                |
|-------------|---|----------------|
| <b>1</b>    | <b>Minute</b>   | <b>5 - 10</b>  |
|             | Minute of meeting of the Executive Sub-committee held on 15 September 2023.   |                |
| <b>2</b>    | <b>Revenue Budget Monitoring</b>  | <b>11 - 16</b> |
|             | Joint report by Treasurer and Chief Executive of Scotland Excel.  |                |
| <b>3</b>    | <b>Contract for Approval: Asbestos related Works and Services</b>   | <b>17 - 40</b> |
|             | Report by Chief Executive of Scotland Excel. <b>An amended Appendix 2 was tabled at the meeting held on 17 November 2023 and can be found in the documents section below.</b> |                |
| <b>4(a)</b> | <b>Request for Associate Membership: Clydesdale Housing Association Limited</b>   | <b>41 - 42</b> |
|             | Report by Chief Executive of Scotland Excel.  |                |
| <b>4(b)</b> | <b>Request for Associate Membership: Irvine Housing Association Limited</b>   | <b>43 - 44</b> |
|             | Report by Chief Executive of Scotland Excel.  |                |
| <b>4(c)</b> | <b>Request for Associate Membership: Linstone Housing Association Limited</b>   | <b>45 - 46</b> |
|             | Report by Chief Executive of Scotland Excel.  |                |
| <b>4(d)</b> | <b>Request for Associate Membership: Lochfield Park Housing Association Limited</b>   | <b>47 - 48</b> |
|             | Report by Chief Executive of Scotland Excel.  |                |

<b>4(e)</b>	<b>Request for Associate Membership: The Jane Moore Trust</b>	<b>49 - 50</b>
	Report by Chief Executive of Scotland Excel.	
<b>5</b>	<b>Procurement Reform Act Consultation Response</b>	<b>51 - 60</b>
	Report by Chief Executive of Scotland Excel.	
<b>6</b>	<b>Operating Plan Update 2023/24</b>	<b>61 - 70</b>
	Report by Chief Executive of Scotland Excel.	
<b>7</b>	<b>Date of Next Meeting</b>	
	Note that the next meeting of the Executive Sub-committee will be held remotely on MS teams at 9.30 am on 17 November 2023.	



## Minute of Meeting Scotland Excel Executive Sub-committee

Date	Time	Venue
Friday, 15 September 2023	09:30	Remotely by MS Teams,

### Present

Councillor David Keating (Aberdeenshire Council); Councillor Brenda Durno (Angus Council); Councillor Carolyne Wilson (Dumfries & Galloway Council); Councillor Ian Cameron (substitute for Councillor Altany Craik) (Fife Council); Councillor Derek Loudon (Highland Council); Councillor Christina Larsen (North Ayrshire Council); Councillor Michael McPake (North Lanarkshire Council); Councillor John Shaw (Renfrewshire Council); Councillor Dennis Leask (Shetland Islands Council) and Councillor Walter Brogan (South Lanarkshire Council).

### Chair

Councillor Shaw, Convener, presided.

### In Attendance

J Welsh, Chief Executive, H Carr, Director of Strategic Procurement, S Brannagan, Director of Customer & Business Services, L Muir and L Richard, both Strategic Procurement Manager, K Forrest, Office Manager, L Mooney, Senior Communications Specialist, S Martin, Principal Project & Customer Account Manager, M Boyle and L Jones, both Senior Business Services Specialists and R Baird, Graduate Trainee (all Scotland Excel); C McCourt, Head of Finance & Procurement, A Burns, Corporate Finance Manager, L Mitchell, Managing Solicitor (Contracts & Conveyancing), E Currie, Senior Committee Services Officer, K O'Neill, Democratic Services Officer and T McGowan, Senior Accountancy Assistant (all Renfrewshire Council) and G Devlin, Audit Partner (Azets) (for items 1 and 2 only).

### Apologies

Councillor Kenny Macleod (Comhairle Nan Eilean Siar); Councillor Altany Craik (Fife Council) and Councillor Ruairi Kelly (Glasgow City Council).

### Declarations of Interest and Transparency Statements

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

## 1 **Minute**

There was submitted the Minute of the meeting of the Executive Sub-committee held on 18 August 2023.

**DECIDED:** That the Minute be approved.

## 2 **Annual Audit Report on the Annual Accounts 2022/23**

Under reference to item 4 of the Minute of the meeting of the Joint Committee held on 16 June 2023, there was submitted a report by the Treasurer relative to Azet's findings from the audit of Scotland Excel's financial statements for 2022/23.

The report intimated that The Local Authority Accounts (Scotland) Regulations 2014 required the audited accounts to be approved for signature no later than 30 September each year. Section 10 of the Regulations required the relevant committee to consider any report made by the appointed auditor before deciding whether to sign the audited accounts.

Azet's annual audit report formed Appendix 1 to the report and included their anticipated opinion that the annual accounts were free from material misstatement and presented a true and fair view of Scotland Excel's financial position at 31 March 2023 as well as details of adjustments made to the accounts during the course of the audit.

A copy of the audited annual accounts 2022/23 was attached as Appendix 2 to the report. Following approval, the audited accounts would be submitted to the Convener, Treasurer and Chief Executive of Scotland Excel for secure digital signature.

It was noted that there was no total detailed in the remuneration table in page 15 of the accounts and that this would be amended prior to sign-off. A copy of the amended annual audited accounts would be made available on both Renfrewshire Council's and Scotland Excel's website. The total should have stated 27 for 2022/23 and 13 for 2021/22.

Gary Devlin, Audit Partner (Azets) then presented the Annual Audit Report to members.

### **DECIDED:**

(a) That the findings of the 2022/23 audit as contained in the external auditor's annual audit report, which formed Appendix 1 to the report, be noted;

(b) That the Scotland Excel 2022/23 audited annual accounts, which formed Appendix 2 to the report, be approved for signature; and

(c) That it be noted that there was no total detailed in the remuneration table in page 15 of the accounts and that this would be amended prior to sign-off. A copy of the amended annual audited accounts would be made available on both Renfrewshire Council's and Scotland Excel's website.

### 3(a) **Contract for Approval: Supply and Delivery of Fresh Bread, Rolls and Bakery Products**

There was submitted a report by the Chief Executive of Scotland Excel relative to the award of a second-generation renewal framework for the supply and delivery of fresh bread, rolls and bakery products for a period of 48 months from the commencement date. It was noted that subject to approval and completion of a standstill period, it was intended that the framework would commence on or around October 2023.

The report intimated that the framework would provide a mechanism for councils to procure a range of fresh bread, rolls and bakery products and that users of the framework were likely to include schools, nurseries, care homes, leisure centres, cafes and office units.

The report summarised the outcome of the procurement process which contained one lot, as detailed in table 1 of the report. The framework had been advertised at £2 million per annum, totalling an estimated spend of £8 million over the four-year period of the framework. This advertised spend allowed for increased participation from councils and associate members not currently utilising the framework. Appendix 1 to the report detailed the participation, spend and savings summary for those participating in the framework.

Tender responses had been received from four suppliers and, based on the criteria and scoring methodology set out in the tender documents, a full evaluation of all compliant offers had been carried out with the confirmed overall scoring achieved by each supplier detailed in Appendix 2 to the report.

Based on the evaluation undertaken, and in line with the advertised criteria and weightings set out in the report, it was recommended that a multi-supplier framework arrangement be awarded to all four suppliers, as outlined in Appendix 2 to the report.

The report detailed the approach taken by suppliers in relation to fair work practices and their position on the payment of the Real Living Wage together with the other benefits that would be achieved through the framework. The report intimated that, in accordance with Scotland Excel's established contract segmentation tool, the framework had been classified as class D.

It was noted that the reference to 'D. McGee and Sons Ltd' in Appendix 2 to the report should read 'D. McGee & Sons Ltd'.

#### **DECIDED:**

(a) That the award of the framework agreement for the supply and delivery of fresh bread, rolls and bakery products, as detailed in Appendix 2 to the report, be approved; and

(b) That it be noted that the reference to 'D. McGee and Sons Ltd' in Appendix 2 to the report should read 'D. McGee & Sons Ltd'.

### 3(b) **Contract for Approval: Supply, Delivery, Servicing and Maintenance of Fire Safety Products**

There was submitted a report by the Chief Executive of Scotland Excel relative to the award of a framework for the supply, delivery, servicing and maintenance of fire safety products for an initial period of 24 months from the commencement date with an option to extend for up to a further two 12-month periods subject to satisfactory operation and performance. It was noted that subject to approval and completion of a standstill period, it was intended that the framework would commence on 1 October 2023.

The report intimated that the framework would provide a range of fire safety products and services.

The report summarised the outcome of the procurement process which had been divided into two lots, as detailed in table 1 of the report. The framework had been advertised at a total value of £1 million per annum, totalling an estimated spend of £4 million over the maximum four-year period of the framework, if the extension options were exercised. This advertised spend allowed for increased participation from councils and associate members not currently utilising the framework. Appendix 1 to the report detailed the participation, spend and savings summary for those participating in the framework.

Tender responses had been received from 15 suppliers and, based on the criteria and scoring methodology set out in the tender documents, a full evaluation of all compliant offers had been carried out with the confirmed the overall scoring achieved by each supplier detailed in Appendix 2 to the report.

Based on the evaluation undertaken, and in line with the advertised criteria and weightings set out in the report, it was recommended that a multi-supplier framework arrangement be awarded to eight suppliers, in whole or in part, as outlined in Appendix 2 to the report.

The report detailed the approach taken by suppliers in relation to fair work practices and their position on the payment of the Real Living Wage together with the other benefits that would be achieved through the framework. The report intimated that, in accordance with Scotland Excel's established contract segmentation tool, the framework had been classified as class D.

**DECIDED:** That the award of the framework agreement for the supply, delivery, servicing and maintenance of fire safety products, as detailed in Appendix 2 to the report, be approved.

### 4(a) **Request for Associate Membership: Accountant in Bankruptcy**

There was submitted a report by the Chief Executive of Scotland Excel advising that Accountant in Bankruptcy had submitted an application to become an associate member of Scotland Excel.

The report provided details of the organisation and the legislative position in relation to the application.

**DECIDED:** That the application by Accountant in Bankruptcy to become an associate member of Scotland Excel, with no annual membership fee, be approved, subject to completion and signing of the agreement documentation.



4(b) **Request for Associate Membership: Knowes Housing Association Limited**

There was submitted a report by the Chief Executive of Scotland Excel advising that Knowes Housing Association Limited had submitted an application to become an associate member of Scotland Excel.

The report provided details of the organisation and the legislative position in relation to the application.

**DECIDED:** That the application by Knowes Housing Association Limited to become an associate member of Scotland Excel, with an annual membership fee of £1,625, be approved, subject to completion and signing of the agreement documentation.

4(c) **Request for Associate Membership: University of Dundee**

There was submitted a report by the Chief Executive of Scotland Excel advising that the University of Dundee had submitted an application to become an associate member of Scotland Excel.

The report provided details of the organisation and the legislative position in relation to the application.

**DECIDED:** That the application by the University of Dundee to become an associate member of Scotland Excel, with no annual membership fee, be approved, subject to completion and signing of the agreement documentation.

5 **Employee Supporting Attendance Report**

There was submitted a report by the Chief Executive of Scotland Excel relative to organisational supporting attendance highlighting the absence rate in the organisation and some of the support mechanisms implemented to support staff members.

The report intimated that the Joint Committee had agreed that Scotland Excel should work to an absence rate of below 4% which aligned Scotland Excel with partner organisations, supported good practice in this area and demonstrated the ongoing commitment to absence management as a key efficiency target.

The report advised of the absence levels for the 12-month period to 31 July 2023 and provided a breakdown of the current month, the last six months and 12 months absence figures, together with an illustration of 12 months in days and the last 12 months in percentages.

The report noted that the rate of absence across the organisation had been maintained at below the 4% target, as detailed in Appendix 1 to the report.

It was noted that, in addition to actively supporting members of staff absent through ill health, Scotland Excel continued to implement positive early intervention practices including working with occupational health and other support services to maintain employee attendance and to support members of staff who might be experiencing difficulties whilst remaining at work. Scotland Excel continued to support a range of interventions for staff including occupational health referral, confidential counselling services and Cognitive Behavioural Therapy services, physio-therapy sessions and issued wellbeing emails with further information on health initiatives which could be

accessed independently by all staff.

The report intimated that Scotland Excel recognised that positive mental health amongst staff members was an area that should be actively supported and encouraged and, in addition to actively promoting good mental health practices and initiatives, had 15 staff from across all operational areas and grades who had trained as accredited Mental Health First Aiders. In providing this confidential opportunity to staff members, it was hoped that any personal difficulties experienced could be addressed at an early stage with appropriate signposting to professional support. Further training for those staff members wishing to become accredited Mental Health First Aiders had been arranged for November 2023 with The Scottish Association for Mental Health (SAMH).

**DECIDED:** That the contents of the report be noted.

## 6 **Date of Next Meeting**

**DECIDED:** That it be noted that the next meeting of the Executive Sub-committee would be held remotely on MS teams at 9.30 am on 20 October 2023.

## Scotland Excel

**To: Executive Sub-Committee**

**On: 20 October 2023**

**Joint Report by:  
The Treasurer and the Chief Executive of Scotland Excel**

### Revenue Budget Monitoring Report to 15 September 2023

#### **1. Summary**

- 1.1 At the end of Period 6, Scotland Excel is projecting an £89k overspend by year-end in its Core activities and an increase of £169k in Project Reserves. Both Core and Projects budgets will be monitored closely in order to mitigate any projected overspends against planned budgets by year-end. Further detail is provided at section 3.

#### **2. Recommendations**

- 2.1 It is recommended that Members note the report.

#### **3. Background**

##### **Core**

- 3.1 At 15 September 2023, the year-to-date net expenditure for Core was £1.947m, comprising gross expenditure of £2.149m, less gross income of £0.202m.
- 3.2 The current projection for the end of 2023/24 is a £89k overspend position for Core. Scotland Excel will continue to control expenditure and focus on developing its Income Strategy to deliver a balanced budget. Rebate income in particular, is growing towards anticipated levels which will support financial sustainability.

Significant variances in relation to this projection are as follows:

##### **Employee Costs – £224k overspend**

The approved budget for 2023/24 included an estimated pay award of 3%. In light of the persistent high level of inflation, as well as other recent public sector pay negotiations, the projected overspend within Employee Costs now

includes provision for a pay award of 6% for the year. This is an estimate for the purpose of forecasting the anticipated spend for the year.

Any progress in relation to the actual local government pay settlement will be closely monitored with the forecast adjusted accordingly. Scotland Excel will also continue to exercise prudent management of the workforce across the financial year, which will include a Voluntary Redundancy (VR)/ Voluntary Early Retirement (VER) process.

#### **Supplies and Services Costs - £22k overspend**

Expenditure in relation to Marketing and Communications is projected to be £22k over at year end reflecting expenditure relating to the Scotland Excel Supplier Awards event. This additional expenditure is offset by income generated through the event which is reflected in the increase in Income from Projects figure detailed below.

#### **Support Costs - £22k underspend**

A saving of £22k has been achieved following a competitive tender process for Professional Indemnity Insurance renewal costs for 2023/24.

#### **Income from Projects - £135k over-recovery**

The over-recovery is made up of income in relation to the Scotland Excel Supplier Awards event totalling £22k, and additional Rebate Income of £113k generated by Scotland Excel frameworks during 2022/23, as adjusted within the audited annual accounts.

- 3.3 Income and expenditure will continue to be monitored throughout the financial year and all projections and assumptions will be kept under review. Action will be taken where possible, to mitigate any projected variances through prudent management of the workforce, close monitoring of sundry budgets and further exploration of existing and new income streams for the organisation.
- 3.4 Appendix 1 provides an analysis of the actual spend to date along with projected net expenditure for 2023/24 and includes a summary of movement in the Revenue Reserve, as well as a glossary of terms.

#### **Projects**

- 3.5 The year-to-date net expenditure for Projects is £233k, comprising gross expenditure of £571k and gross income of £338k.
- 3.6 At the end of Period 6, the year-end projection for Projects is a planned increase to Project Reserves of £169k. This is a decrease of £5k compared to

the approved budget position and follows an anticipated transfer to Core of £361k.

- 3.7 Significant variances in relation to the full-year projection are as follows:

**Employee Costs** - the projected spend within Projects includes provision for a higher pay award as detailed in 3.2 above. There have also been staffing changes within several projects including Scottish Government National Commissioning of Residential Services, South Lanarkshire and Flexible Procurement Services projects which has reduced the projected full year actual by £47k from Period 4.

**Supplies and Services** – the increase in projected spend reflects increased internal charges for projects from the Flexible Procurement Team.

**Third Party Payments** - the year-to-date balance reflects the impact of accounting entries in relation to accrued expenditure from 2022/23 for the New Build project. This figure will be reversed once corresponding transactions have been processed in the current financial year. The projected underspend relates to a lower level of New Build Framework activity than anticipated.

**Income from Projects** – this figure includes the additional £113k over recovery of Rebate income accrued during 2022/23 as reflected in the audited annual accounts and explained in the Period 4 report. However, this is offset by a £179k projected under-recovery for a range of Projects in 2023/24, including a lower level of activity for the New Build Framework.

- 3.8 Appendix 2 provides an analysis of the actual spend to date along with projected net expenditure for 2023/24 and includes a summary of movement in the Project reserves, as well as a glossary of terms.

REVENUE BUDGET MONITORING STATEMENT 2023/24  
1 April to 15 September 2023

Core Operations	Approved Budget	Year to Date Actual	Projected Full Year Actual	Projected Full Year Variance (Adverse) / Favourable	P4 Period Projection	Movement in Projection Adverse / (Favourable)
£000s	£000s	£000s	£000s	£000s	£000s	£000s
Employee Costs	4,207	1,875	4,431	(224)	4,421	10
Property Costs	217	0	217	0	217	0
Transport Costs	20	2	20	0	20	0
Supplies and Services	291	174	313	(22)	291	22
Transfer Payments	22	7	22	0	22	0
Support Costs	303	91	281	22	281	0
<b>Gross Expenditure</b>	<b>5,060</b>	<b>2,149</b>	<b>5,284</b>	<b>(224)</b>	<b>5,252</b>	<b>32</b>
Council Requisitions	(3,999)	(130)	(3,999)	0	(3,999)	0
Associate Income	(230)	(43)	(230)	0	(230)	0
Income from Projects	(248)	(29)	(383)	135	(248)	(135)
Rebates	(583)	0	(583)	0	(583)	0
<b>Gross Income</b>	<b>(5,060)</b>	<b>(202)</b>	<b>(5,195)</b>	<b>135</b>	<b>(5,060)</b>	<b>(135)</b>
<b>Drawdown from Reserves</b>	<b>0</b>	<b>1,947</b>	<b>89</b>	<b>(89)</b>	<b>192</b>	<b>(103)</b>

Summary of in-year Movement in Reserves	£000s
Opening Revenue Reserve at 1 April 2023	244
Projected Contribution to Reserves	0
Projected Year-end variance	(89)
Closing Revenue Reserve at 31 March 2024	155
% of Operating Income	3.0%

Glossary

**Employee Costs:** Includes direct employee costs such as salary costs, overtime and indirect employee costs such as training, recruitment advertising

**Property Costs:** Includes expenses directly related to the running of premises and land, eg rates, rents and leases, utilities, contract cleaning

**Transport Costs:** Includes all costs associated with the provision, hire or use of transport, including travelling allowances, taxi and car hire costs and staff mileage

**Supplies and Services:** Includes all supplies and service expenses, such as ICT costs, and administrative costs such as stationery, postages, printing and advertising

**Transfer Payments:** Includes costs of payments for which no good or services are received in return e.g. Apprenticeship Levy

**Support Costs:** Includes central support charges e.g. Renfrewshire Council SLA and telephony recharges ('Administration Costs' in approved budget)

**REVENUE BUDGET MONITORING STATEMENT 2023/24**  
**1 April to 15 September 2023**

Projects	Approved Budget	Year to Date Actual	Projected Full Year Actual	Full Year Variance (Adverse) / Favourable	P4 Period Projection	Movement in Projection Adverse / (Favourable)
£000s	£000s	£000s	£000s	£000s	£000s	£000s
Employee Costs	1,534	713	1,680	(146)	1,727	(47)
Transport Costs	3	0	2	1	2	0
Supplies and Services	54	16	87	(33)	54	33
Transfer Payments	7	2	8	(1)	9	(1)
Third Party Payments	848	(160)	289	559	416	(127)
<b>Gross Expenditure</b>	<b>2,446</b>	<b>571</b>	<b>2,066</b>	<b>380</b>	<b>2,208</b>	<b>(142)</b>
Income from Projects	(2,868)	(338)	(2,596)	(272)	(2,662)	66
<b>Gross Income</b>	<b>(2,868)</b>	<b>(338)</b>	<b>(2,596)</b>	<b>(272)</b>	<b>(2,662)</b>	<b>66</b>
<b>Net Expenditure Sub-Total</b>	<b>(422)</b>	<b>233</b>	<b>(530)</b>	<b>108</b>	<b>(454)</b>	<b>(76)</b>
<b>Transfer to Core</b>	<b>248</b>	<b>0</b>	<b>361</b>	<b>(113)</b>	<b>223</b>	<b>138</b>
<b>Net Expenditure</b>	<b>(174)</b>	<b>233</b>	<b>(169)</b>	<b>(5)</b>	<b>(231)</b>	<b>62</b>

Summary of in-year Movement in Reserves	£000s
Opening Projects Reserves at 1 April 2023	1,383
Adjustment to opening balance	113
Projected Contribution to Reserves	174
Projected year-end variance	(5)
<b>Closing Project Reserves at 31 March 2024</b>	<b>1,665</b>
<b>% of Operating Income</b>	<b>64.1%</b>

### Glossary

**Employee Costs:** Includes direct employee costs such as salary costs, overtime and indirect employee costs such as training, recruitment advertising

**Transport Costs:** Includes all costs associated with the provision, hire or use of transport, including travelling allowances, taxi and car hire costs and staff mileage

**Supplies and Services:** Includes all supplies and service expenses, such as ICT costs, and administrative costs such as stationery, postages, printing and advertising

**Transfer Payments:** Includes costs of payments for which no good or services are received in return e.g. Apprenticeship Levy

**Third Party Payments:** Includes payments to other agencies and organisations in return for services, e.g. CMI/SQA fees





## **Scotland Excel**

**To: Executive Sub-Committee**

**On: 20 October 2023**

**Report by:  
Chief Executive of Scotland Excel**

**Tender: Asbestos related Works and Services**

**Schedule: 0722**

**Period: 48 months**

### **1. Introduction and Background**

This recommendation is for the award of the fourth-generation renewal framework for Asbestos related Works and Services.

The framework will provide a mechanism for councils to procure a range of asbestos related works and services including surveys, removal and disposal works and analytical services.

The framework will be for a period of 48 months as advertised in the published tender documents. Subject to approval and completion of a standstill period, the framework is intended to commence in November 2023.

This report summarises the outcome of the procurement process for this national framework agreement and presents recommendations for award.

### **2. Scope, Participation and Spend**

As part of the strategy development and through consultation with the User Intelligence Group (UIG), the inclusion of four lots was endorsed as shown in Table 1. Lot 4 is a new addition to the framework and will allow councils to call off surveying and analytical services together through a single procedure, making use of the framework more efficient. In addition, all lots were subdivided by six geographical regions, tenderers could opt to offer for one, some or all regions. The geographical regions are shown in Table 2 below.

As detailed in Appendix 1, 30 councils have confirmed their intention to participate in this framework, with all councils being named on the advertised contract notice.

The framework was advertised at £7 million per annum, which totals to an estimated spend of £28 million over the 4-year lifetime of the framework. This advertised spend allows for increased participation from councils and associate members not currently utilising the framework.

**Table 1: Framework Structure**

Lot No.	Description	Estimated % Spend through lot
1	Asbestos Surveys	18%
2	Asbestos Removal and Disposal	71%
3	Asbestos Analytical Services	3%
4	Asbestos Surveying and Analytical Services	8%

To avoid conflict of interest and in line with industry standards those Tenderers awarded onto all lots will not be able to carry out works/services on the same project. For example, if they are awarded a project for lot 1 to carry out the surveys, they will not be able to carry out the works under lot 2 for this project.

**Table 2: Geographical Regions**

Geographical Regions	Councils within region
Region 1	East Dunbartonshire, East Renfrewshire, Glasgow, Inverclyde, North Lanarkshire, Renfrewshire, South Lanarkshire, West Dunbartonshire
Region 2	City of Edinburgh, East Lothian, Midlothian, West Lothian
Region 3	Dumfries & Galloway, Scottish Borders, East Ayrshire, North Ayrshire, South Ayrshire
Region 4	Argyll & Bute, Comhairle nan Eilean Siar, Orkney Islands, Shetland Islands
Region 5	Aberdeen City, Aberdeenshire, The Highland Council, The Moray Council
Region 6	Angus, Clackmannanshire, Dundee, Falkirk, Fife, Perth & Kinross, Stirling

### 3. Procurement Process

Two Prior Information Notices (PIN) were published for this framework opportunity. The first was published on 6 May 2022 which resulted in expressions of interest from 50 suppliers and the second was published on 16 March 2023 and received 36 notes of interest.

Thereafter, the Contract Notice was published via the Find a Tender and Public Contract Scotland (PCS) portal on the 23 June 2023, with the tender

documentation being immediately available via the Public Contracts Scotland Tender (PCS-T) system. The tender exercise was conducted and concluded in accordance with the law and procedures currently in force.

The procurement exercise followed an open tender procedure to encourage maximum competition and participation.

The published tender documents anticipated the appointment to the framework of a range of tenderers with relevant and demonstrable experience and capabilities. There was no fixed number of tenderers to be awarded participation and no fixed score ensured success. The most economically advantageous tenderer or tenderers was to be identified following completion of the evaluation in accordance with the requirements set down within the tender documents. Awards would be sufficient to meet council requirements.

The tender followed a two-stage tendering procedure undertaken concurrently. Stage one, Qualification, was conducted using the Single Procurement Document (SPD). Within the SPD, tenderers were required to answer a set of exclusionary questions along with providing details and/or acknowledgement of insurance, financial standing, quality management, health and safety, and environmental management policies and/or procedures. In addition, to pass the Qualification stage tenderers had to confirm they held UKAS 17020 (Lots 1 and 4), UKAS 17025 (Lots 3 and 4), Health and Safety Executive (HSE) asbestos licenses and waste carrier licenses (Lot 2).

At the second stage of the process, offers were evaluated against the criteria and weightings outlined in Table 3.

**Table 3: Evaluation Criteria/Weighting**

Award Criteria	Total Available Scores
Commercial Section	60
Technical Section	40

Tenderers were required to indicate which regions they had an ability to service and offer pricing for each of these regions.

Tenderers were invited to bid on the following basis:

- Tenderers who wished to be considered for award to lot 4, required to be successful for lots 1 and 3
- In the Commercial Section tenderers were invited to offer pricing and percentages for services and works for lots 1-3. The Commercial offer for lot 4 was derived from the pricing and percentages offered for lots 1 and 3, no separate commercial submission was required for lot 4.

- In the Commercial Section for Lot 2, tenderers were asked to offer pricing for at least 70% of line items.
- In the Technical Section, by answering technical questions, which were evaluated and scored as outlined in Table 4.
- Where NEC4 fee percentages were required, these were capped at a maximum of 10%.

**Table 4: Method Statement Scoring**

<b>Section</b>	<b>Main Technical/ Lot Technical</b>	<b>Question</b>	<b>Maximum Score Available</b>	<b>Method</b>
<b>Technical</b>  <b>40%</b>	Main	Fair Work First	2.5	Applies to all lots
	Main	Community Benefits	2.5	
	Main	Out of Hours Requirement	2	
	Main	Method Statement 1 - Management Arrangements and Emergency Response	8	
	Main	Method Statement 2 - Customer Care	4	
	Main	Method Statement 3 - Sustainability	3	
			<b>Sub Total</b>	<b>22</b>
	Lot 1	Conformance with the Specification	Pass/Fail	Lot 1 only
	Lot 1	Technical Ability	8	
	Lot 1	Plan of Works	8	
	Lot 1	British Occupational Hygiene Society (BOHS) Accreditation	2	
			<b>Sub Total</b>	<b>18</b>
	Lot 2	Conformance with the Specification	Pass/Fail	Lot 2 only
	Lot 2	Technical Ability	8	
	Lot 2	Plan of Works - Scenario 1 Domestic - Attachment	4	
	Lot 2	Plan of Works - Scenario 1 Non Domestic - Attachment	4	
	Lot 2	Asbestos Removal Contractors Association (ARCA) Accreditation	2	
			<b>Sub Total</b>	<b>18</b>
	Lot 3	Conformance with the Specification	Pass/Fail	Lot 3 only
	Lot 3	Technical Ability	8	
	Lot 3	Air Monitoring	5	
	Lot 3	Continuity	4	
	Lot 3	BOHS Accreditation	1	
			<b>Sub Total</b>	<b>18</b>

Lot 4 is an amalgamation of lots 1 and 3 therefore tenderers did not have to submit separate technical and commercial questions and offer sheets. Scores for lot 4 comprised of each relevant tenderer's combined score for lots 1 and 3.

Following a full evaluation of all submissions, scoring was completed in accordance with the published tender evaluation methodology, and a score was calculated for each tenderer.

#### **4. Report on Offers Received**

The tender documents were downloaded by 46 suppliers, with 36 tender responses received by the specified closing date and time.

Based on the criteria and scoring methodology set out in the tender documents, a full evaluation of offers received was completed. A summary of all the offers received and the scoring achieved by each tenderer is set out in Appendix 2.

#### **5. Recommendations**

Based on the evaluation undertaken, and in line with the advertised criteria and weightings summarised above, it is recommended that a multi-supplier framework arrangement is awarded to 34 suppliers as outlined in Appendix 2.

The 34 recommended suppliers offer best value and represent a mix of micro, small, medium and large organisations.

The range of suppliers recommended provides coverage and competitive options for all participating bodies as well as offering a degree of choice and capacity.

The Executive Sub Committee is accordingly requested to approve the recommendation to award this framework as detailed within Appendix 2.

#### **6. Benefits**

##### **Savings**

This framework is recommended for approval with a neutral savings position.

A key outcome for this framework was to increase the quality of services delivered under the framework rather than achieve cash savings. The works and services delivered under this framework have to be delivered to high standards and under stringent compliance regulations. The commercial evaluation conducted used the principles of the Scottish Government Construction Procurement Note 1/2021: Sustainable Tender Pricing which highlights the importance of Tenderers submitting realistic and sustainable bids. Analysis of the pricing submitted shows that regions have a choice of a number of suppliers who have submitted sustainable pricing for their regions.

It should also be noted that the current framework contract is currently operating 20% under market conditions as detailed in Figure 1, indexation report.

## Figure 1: Indexation Report

Schedule No: 2418  
 Contract Title: Asbestos Surveys, Removal & Disposal And Analytical Services  
 Contract Manager: Sarah-Clair Dahlstrom  
 Start Date: 01/07/2019

Index	Type	Index Weighting (%)
Average Weekly Earnings - Professional, Scientific and Technical	Specific	60
Consumer Price Index	Standard	20
Road Fuel - Diesel	Standard	10
Landfill Tax - UK Government	Specific	10

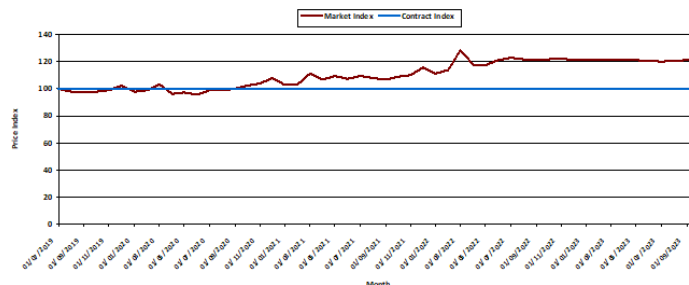


Figure 1: Indexation Report

These savings are summarised in Table 5 in accordance with the [Scottish Government procurement benefits reporting guidance](#).

Table 5: Savings Summary

Reference	Type	Reportable Outcome
BT1	Direct price-based savings	£0
BT2	Price versus market savings	20%
BT3	Process savings from use of collaborative arrangements	£129,000

## Price Stability

All Suppliers' tendered rates will remain fixed for 12 months with any increases being capped at the rate of inflation and require to be supported by documentary evidence.

Suppliers may submit a price decrease at any time throughout the duration of the framework.

## **Rebate**

A rebate of 0.75% payable to Scotland Excel will be applied to framework spend above £100,000 and will be calculated based on all framework spend with the supplier reported through management information returns.

## **Sustainable Procurement Benefits**

### **Sustainability**

The following sustainability benefits represent the Scottish Government reporting guidance for sustainability-based benefits (BT14).

Within the technical section of the tender, Scotland Excel included a sustainability related method statement, which included a question around the following areas:

- activities they will undertake to comply with relevant legislation and regulations including the Waste (Scotland) Regulations 2012, the Scottish Government's Zero Waste Plan and a net-zero society.
- activities they will undertake to minimise the environmental impact of call offs under the framework, including in end-to end supply chains.
- innovations that could be delivered to promote reduce, re-use and recycling initiatives.
- how they will administer and record environmental improvements and sustainability measures.

Responses received as part of the tender exercise are summarised, below:

- low emissions or electric fleet
- promote reduce, recycle and re-use initiatives
- measuring and recording environmental improvements
- minimise or avoid the exposure of toxic emissions
- use of local suppliers for materials including PPE

### **Community Benefits**

Scotland Excel is committed to maximising community benefits delivery for members. Suppliers were asked to commit to the delivery of community benefit initiatives, against pre-agreed spend thresholds outlined within the community benefits method statement. These aim to be reflective of the National Indicators outlined within the Scottish Government's National Performance framework, and their underlying vision and goals. Councils will accrue 'community benefit points' based on their level of spending with a supplier. These 'points' correlate to a negotiable benefit that the council can elect to receive at any given point throughout the lifetime of the framework. Of the recommended suppliers, all four have committed to delivering these benefits. Scotland Excel will continue to engage with all appointed suppliers to drive maximum adoption and delivery of community benefits where appropriate.

Within the published tender documents, suppliers were given a list of indicative community benefits that could be agreed with councils. Examples of these are:

- Fundraising (Events in the local authority area for charity)
- Community Volunteering (Staff volunteering to local good causes)
- Work Experience (Placements for school students in the local authority)
- Training (Training sessions for wider community)
- Employability Workshops (Events in school, college, or community group)
- Supply Chain Development
- Donation of materials and/or labour
- Sponsorship (Local sports team or community event)
- Recruitment (within local authority area)

Scotland Excel will monitor delivery of these commitments during the lifetime of the framework, and this will also be reported through ongoing contract management returns.

### **Fair Work First Including the Real Living Wage**

Scotland Excel and its members are committed to the delivery of high-quality public services and recognise that this is dependent on a workforce that is well-rewarded, well-motivated, well-led, has access to appropriate opportunities for training and skills development, are diverse and is engaged in decision making.

Within the technical section of the tender, suppliers were assessed on their approach to Fair Work First and payment of the Real Living Wage to their workforce. Of the 34 recommended suppliers, 33 pay the Real Living Wage with 16 being accredited Real Living Wage employers, as detailed in Appendix 2 – Scoring and Recommendations.

Scotland Excel will continue to monitor Fair Work First, including encouraging further uptake of the supplier (Environmental Essentials Limited) that is yet to commit to paying staff the Real Living Wage, during contract and supplier management activity.

## **7. Contract Mobilisation and Management**

As part of the mobilisation process all successful suppliers will be invited to a contract mobilisation session to outline the operation of the framework, including roles and responsibilities, management information and community benefit commitments. Suppliers and participating members will be issued with a mobilisation pack containing all required details to utilise the framework.

In accordance with Scotland Excel's established contract segmentation tool, this framework is classified as class C. As such, it will require six monthly supplier contact, annual surveys and annual user group reviews as appropriate. During the current market conditions Scotland Excel will continue to engage with



suppliers on a regular basis to manage the response to the pandemic and ensure continuity of this essential service delivery for members.

## **8. Summary**

This fourth-generation framework for Asbestos related Works and Services continues to maximise collaboration, promote added value, and deliver best value. A range of benefits can be reported in relation to savings, price stability, sustainability, and community benefits.

The Executive Sub Committee is requested to approve the recommendation to award this framework agreement as detailed in Appendix 2.

Appendix 1 – Participation, Spend and Savings Summary  
0722 Asbestos related Works and Services

Member Name	Participation in Contract	Participation Entry Date	Estimated Annual Spend (£)	Source of Spend Data	Indexation (%)	% Estimated Forecast Savings	Estimated Annual Savings (£)	Basis of Savings Calculation
Aberdeen City Council	Yes	Start Date	£473,953	Council Confirmed	20%	0%	£0	n/a
Aberdeenshire Council	Yes	Start Date	£20,500	MI Confirmed	20%	0%	£0	n/a
Angus Council	Yes	Start Date	£14,516	MI Confirmed	20%	0%	£0	n/a
Argyll & Bute Council	Yes	Start Date	£0	MI Confirmed	20%	0%	£0	n/a
Clackmannanshire Council	Yes	Start Date	£47,850	MI Confirmed	20%	0%	£0	n/a
Comhairle nan Eilean Siar	Yes	Start Date	£0	MI Confirmed	20%	0%	£0	n/a
Dumfries & Galloway Council	Yes	Start Date	£2,000	MI Confirmed	20%	0%	£0	n/a
Dundee City Council	Yes	Start Date	£52,838	MI Confirmed	20%	0%	£0	n/a
East Ayrshire Council	No		£0			0%	£0	n/a
East Dunbartonshire Council	Yes	Start Date	£500,000	Council Confirmed	20%	0%	£0	n/a
East Lothian Council	Yes	Start Date	£500,000	Council Confirmed	20%	0%	£0	n/a
East Renfrewshire Council	Yes	Start Date	£300,000	Council Confirmed	20%	0%	£0	n/a
Edinburgh City Council	Yes	Start Date	£426,000	Council Confirmed	20%	0%	£0	n/a
Falkirk Council	Yes	Start Date	£463,093	Council Confirmed	20%	0%	£0	n/a
Fife Council	Yes	Start Date	£261,510	Council Confirmed	20%	0%	£0	n/a
Glasgow City Council	No		£0			0%	£0	n/a
Highland Council	Yes	Start Date	£160,000	Council Confirmed	20%	0%	£0	n/a
Inverclyde Council	Yes	Start Date	£16,313	MI Confirmed	20%	0%	£0	n/a
Midlothian Council	Yes	Start Date	£525,799	MI Confirmed	20%	0%	£0	n/a
Moray Council	Yes	Start Date	£23,408	MI Confirmed	20%	0%	£0	n/a
North Ayrshire Council	Yes	Start Date	£280,000	Council Confirmed	20%	0%	£0	n/a
North Lanarkshire Council	Yes	Start Date	£13,269	MI Confirmed	20%	0%	£0	n/a
Orkney Islands Council	Yes	Start Date	£0	MI Confirmed	20%	0%	£0	n/a
Perth & Kinross Council	Yes	Start Date	£693,000	Council Confirmed	20%	0%	£0	n/a
Renfrewshire Council	Yes	Start Date	£360,000	Council Confirmed	20%	0%	£0	n/a
Scottish Borders Council	Yes	Start Date	£40,000	Council Confirmed	20%	0%	£0	n/a
Shetland Islands Council	Yes	Start Date	£0	MI Confirmed	20%	0%	£0	n/a
South Ayrshire Council	Yes	Start Date	£104,000	Council Confirmed	20%	0%	£0	n/a
South Lanarkshire Council	Yes	Start Date	£1,500,000	Council Confirmed	20%	0%	£0	n/a
Stirling Council	Yes	Start Date	£105,000	Council Confirmed	20%	0%	£0	n/a
Tayside Contracts	No		£0			0%	£0	n/a
West Dunbartonshire Council	Yes	Year 2	£300,000	MI Confirmed	20%	0%	£0	n/a
West Lothian Council	Yes	Start Date	£40,600	Council Confirmed	20%	0%	£0	n/a
Totals			£7,223,649			0%	£0	

Indexation – This column confirms the difference when the relevant market indices are compared with the relevant Contract indices derived from framework specific cost drivers.

Appendix 2 – Scoring and Recommendations

<u>SUB-LOT REFERENCE</u>	<u>LOT NAME</u>	<u>TENDERER LEGAL NAME</u>	<u>SME STATUS</u>	<u>REAL LIVING WAGE STATUS</u>	<u>LOCATION</u>	<u>NUMBER OF LOTS/SUB- LOTS BID FOR</u>	<u>NUMBER OF LOTS/SUB-LOTS RECOMMENDED</u>	<u>OVERALL RECOMMENDATION STATUS</u>	<u>TOTAL COMMERCIAL SCORE</u>	<u>TOTAL TECHNICAL SCORE</u>	<u>TOTAL SCORE</u>	<u>PLACING</u>	<u>RECOMMENDED FOR AWARD FOR LOT/SUB-LOT?</u>
L1R1	Surveys	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	59.63	31.00	90.63	1	Y
L1R1	Surveys	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	54.28	30.38	84.66	2	Y
L1R1	Surveys	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	52.01	32.38	84.39	3	Y
L1R1	Surveys	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	59.43	24.63	84.06	4	Y
L1R1	Surveys	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	49.33	34.38	83.71	5	Y
L1R1	Surveys	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	46.71	35.00	81.71	6	Y
L1R1	Surveys	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	50.40	31.25	81.65	7	Y
L1R1	Surveys	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	47.13	33.38	80.51	8	Y
L1R1	Surveys	A&C Asbestos Consultants Inc Ltd	Micro	Option 3	Alloa	6	6	Successful	60.00	18.18	78.18	9	Y
L1R1	Surveys	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	49.89	27.63	77.52	10	Y
L1R1	Surveys	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	44.64	32.00	76.64	11	Y
L1R1	Surveys	Enviraz Surveys Ltd	Small	Option 1	Hillington	6	6	Successful	49.25	27.38	76.62	12	Y
L1R1	Surveys	SOCOTEC Asbestos Limited	Large	Option 5	Burton Upon Trent	12	12	Successful	47.56	26.88	74.43	13	Y
L1R1	Surveys	Asbestos Building Surveys Limited	Small	Option 1	Hamilton	6	3	Part Successful	43.61	30.38	73.99	14	Y
L1R1	Surveys	Intona Limited	Small	Option 1	Dundee	6	6	Successful	46.96	24.50	71.46	15	Y
L1R1	Surveys	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	40.88	29.00	69.88	16	N
L1R1	Surveys	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	29.23	36.25	65.48	17	N
L1R1	Surveys	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	38.84	25.85	64.69	18	N
L1R1	Surveys	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	31.81	25.20	57.01	19	N
L1R1	Surveys	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	34.11	19.80	53.91	20	N

<u>SUB-LOT REFERENCE</u>	<u>LOT NAME</u>	<u>TENDERER LEGAL NAME</u>	<u>SME STATUS</u>	<u>REAL LIVING WAGE STATUS</u>	<u>LOCATION</u>	<u>NUMBER OF LOTS/SUB- LOTS BID FOR</u>	<u>NUMBER OF LOTS/SUB-LOTS RECOMMENDED</u>	<u>OVERALL RECOMMENDATION STATUS</u>	<u>TOTAL COMMERCIAL SCORE</u>	<u>TOTAL TECHNICAL SCORE</u>	<u>TOTAL SCORE</u>	<u>PLACING</u>	<u>RECOMMENDED FOR AWARD FOR LOT/SUB-LOT?</u>
L1R2	Surveys	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	57.74	31.00	88.74	1	Y
L1R2	Surveys	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	54.42	30.38	84.80	2	Y
L1R2	Surveys	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	52.20	32.38	84.57	3	Y
L1R2	Surveys	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	49.53	34.38	83.91	4	Y
L1R2	Surveys	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	47.14	35.00	82.14	5	Y
L1R2	Surveys	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	57.43	24.63	82.06	6	Y
L1R2	Surveys	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	50.61	31.25	81.86	7	Y
L1R2	Surveys	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	47.35	33.38	80.72	8	Y
L1R2	Surveys	A&C Asbestos Consultants Inc Ltd	Micro	Option 3	Alloa	6	6	Successful	60.00	18.18	78.18	9	Y
L1R2	Surveys	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	50.11	27.63	77.73	10	Y
L1R2	Surveys	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	45.05	32.00	77.05	11	Y
L1R2	Surveys	Enviraz Surveys Ltd	Small	Option 1	Hillington	6	6	Successful	49.42	27.38	76.79	12	Y
L1R2	Surveys	SOCOTEC Asbestos Limited	Large	Option 5	Burton Upon Trent	12	12	Successful	48.00	26.88	74.88	13	Y
L1R2	Surveys	Asbestos Building Surveys Limited	Small	Option 1	Hamilton	6	3	Part Successful	44.02	30.38	74.40	14	Y
L1R2	Surveys	Intona Limited	Small	Option 1	Dundee	6	6	Successful	47.39	24.50	71.89	15	Y
L1R2	Surveys	Asbestos Specialists (UK) Ltd	Small	Option 3	Moray	8	8	Successful	47.97	23.43	71.39	16	Y
L1R2	Surveys	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	41.24	29.00	70.24	17	N
L1R2	Surveys	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	30.12	36.25	66.37	18	N
L1R2	Surveys	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	39.21	25.85	65.06	19	N
L1R2	Surveys	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	32.11	25.20	57.31	20	N
L1R2	Surveys	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	31.31	19.80	51.11	21	N

<u>SUB-LOT REFERENCE</u>	<u>LOT NAME</u>	<u>TENDERER LEGAL NAME</u>	<u>SME STATUS</u>	<u>REAL LIVING WAGE STATUS</u>	<u>LOCATION</u>	<u>NUMBER OF LOTS/SUB- LOTS BID FOR</u>	<u>NUMBER OF LOTS/SUB-LOTS RECOMMENDED</u>	<u>OVERALL RECOMMENDATION STATUS</u>	<u>TOTAL COMMERCIAL SCORE</u>	<u>TOTAL TECHNICAL SCORE</u>	<u>TOTAL SCORE</u>	<u>PLACING</u>	<u>RECOMMENDED FOR AWARD FOR LOT/SUB-LOT?</u>
L1R3	Surveys	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	59.68	31.00	90.68	1	Y
L1R3	Surveys	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	54.55	30.38	84.92	2	Y
L1R3	Surveys	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	52.40	32.38	84.78	3	Y
L1R3	Surveys	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	48.44	34.38	82.82	4	Y
L1R3	Surveys	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	47.65	35.00	82.65	5	Y
L1R3	Surveys	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	50.91	31.25	82.16	6	Y
L1R3	Surveys	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	57.53	24.63	82.15	7	Y
L1R3	Surveys	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	47.81	33.38	81.18	8	Y
L1R3	Surveys	A&C Asbestos Consultants Inc Ltd	Micro	Option 3	Alloa	6	6	Successful	60.00	18.18	78.18	9	Y
L1R3	Surveys	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	50.42	27.63	78.05	10	Y
L1R3	Surveys	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	45.55	32.00	77.55	11	Y
L1R3	Surveys	Enviraz Surveys Ltd	Small	Option 1	Hillington	6	6	Successful	49.85	27.38	77.22	12	Y
L1R3	Surveys	SOCOTEC Asbestos Limited	Large	Option 5	Burton Upon Trent	12	12	Successful	48.36	26.88	75.23	13	Y
L1R3	Surveys	Asbestos Building Surveys Limited	Small	Option 1	Hamilton	6	3	Part Successful	44.46	30.38	74.84	14	Y
L1R3	Surveys	Intona Limited	Small	Option 1	Dundee	6	6	Successful	47.75	24.50	72.25	15	Y
L1R3	Surveys	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	41.60	29.00	70.60	16	N
L1R3	Surveys	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	39.60	25.85	65.45	17	N
L1R3	Surveys	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	27.22	36.25	63.47	18	N
L1R3	Surveys	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	32.45	25.20	57.65	19	N
L1R3	Surveys	Plansafe Solutions Limited	Micro	Option 5	Dumfries	1	0	Unsuccessful	27.96	20.08	48.03	20	N
L1R3	Surveys	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	26.75	19.80	46.55	21	N

<u>SUB-LOT REFERENCE</u>	<u>LOT NAME</u>	<u>TENDERER LEGAL NAME</u>	<u>SME STATUS</u>	<u>REAL LIVING WAGE STATUS</u>	<u>LOCATION</u>	<u>NUMBER OF LOTS/SUB- LOTS BID FOR</u>	<u>NUMBER OF LOTS/SUB-LOTS RECOMMENDED</u>	<u>OVERALL RECOMMENDATION STATUS</u>	<u>TOTAL COMMERCIAL SCORE</u>	<u>TOTAL TECHNICAL SCORE</u>	<u>TOTAL SCORE</u>	<u>PLACING</u>	<u>RECOMMENDED FOR AWARD FOR LOT/SUB-LOT?</u>
L1R4	Surveys	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	52.59	31.00	83.59	1	Y
L1R4	Surveys	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	45.49	35.00	80.49	2	Y
L1R4	Surveys	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	49.02	31.25	80.27	3	Y
L1R4	Surveys	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	48.13	30.38	78.51	4	Y
L1R4	Surveys	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	48.06	29.00	77.06	5	Y
L1R4	Surveys	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	51.80	24.63	76.43	6	Y
L1R4	Surveys	Intona Limited	Small	Option 1	Dundee	6	6	Successful	49.91	24.50	74.41	7	Y
L1R4	Surveys	Asbestos Specialists (UK) Ltd	Small	Option 3	Moray	8	8	Successful	50.07	23.43	73.49	8	Y
L1R4	Surveys	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	47.22	25.85	73.07	9	Y
L1R4	Surveys	A&C Asbestos Consultants Inc Ltd	Micro	Option 3	Alloa	6	6	Successful	53.88	18.18	72.05	10	Y
L1R4	Surveys	The Future Group (Highland) Limited	Small	Option 1	Inverness	2	2	Successful	47.46	21.20	68.66	11	Y
L1R4	Surveys	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	35.83	32.00	67.83	12	Y
L1R4	Surveys	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	23.75	36.25	60.00	13	Y
L1R4	Surveys	Enviraz Surveys Ltd	Small	Option 1	Hillington	6	6	Successful	32.17	27.38	59.55	14	Y
L1R4	Surveys	Asbestos Building Surveys Limited	Small	Option 1	Hamilton	6	3	Part Successful	26.51	30.38	56.88	15	N
L1R4	Surveys	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	25.45	25.20	50.65	16	N
L1R4	Surveys	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	20.74	19.80	40.54	17	N

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L1R5	Surveys	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	50.35	32.38	82.72	1	Y
L1R5	Surveys	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	51.03	31.00	82.03	2	Y
L1R5	Surveys	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	48.60	33.38	81.98	3	Y
L1R5	Surveys	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	47.54	34.38	81.91	4	Y
L1R5	Surveys	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	50.26	30.38	80.63	5	Y
L1R5	Surveys	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	46.89	31.25	78.14	6	Y
L1R5	Surveys	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	48.20	27.63	75.83	7	Y
L1R5	Surveys	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	40.69	35.00	75.69	8	Y
L1R5	Surveys	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	50.83	24.63	75.46	9	Y
L1R5	Surveys	Enviraz Surveys Ltd	Small	Option 1	Hillington	6	6	Successful	47.40	27.38	74.77	10	Y
L1R5	Surveys	Asbestos Specialists (UK) Ltd	Small	Option 3	Moray	8	8	Successful	50.67	23.43	74.09	11	Y
L1R5	Surveys	Intona Limited	Small	Option 1	Dundee	6	6	Successful	48.72	24.50	73.22	12	Y
L1R5	Surveys	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	43.64	29.00	72.64	13	Y
L1R5	Surveys	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	40.31	32.00	72.31	14	Y
L1R5	Surveys	A&C Asbestos Consultants Inc Ltd	Micro	Option 3	Alloa	6	6	Successful	53.15	18.18	71.33	15	Y
L1R5	Surveys	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	42.23	25.85	68.08	16	Y
L1R5	Surveys	The Future Group (Highland) Limited	Small	Option 1	Inverness	2	2	Successful	43.37	21.20	64.57	17	Y
L1R5	Surveys	Asbestos Building Surveys Limited	Small	Option 1	Hamilton	6	3	Part Successful	31.61	30.38	61.98	18	N
L1R5	Surveys	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	21.25	36.25	57.50	19	N
L1R5	Surveys	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	22.83	25.20	48.03	20	N
L1R5	Surveys	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	21.21	19.80	41.01	21	N

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L1R6	Surveys	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	57.74	31.00	88.74	1	Y
L1R6	Surveys	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	54.42	30.38	84.80	2	Y
L1R6	Surveys	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	52.20	32.38	84.58	3	Y
L1R6	Surveys	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	49.54	34.38	83.91	4	Y
L1R6	Surveys	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	57.44	24.63	82.06	5	Y
L1R6	Surveys	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	50.61	31.25	81.86	6	Y
L1R6	Surveys	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	47.35	33.38	80.73	7	Y
L1R6	Surveys	A&C Asbestos Consultants Inc Ltd	Micro	Option 3	Alloa	6	6	Successful	60.00	18.18	78.18	8	Y
L1R6	Surveys	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	42.88	35.00	77.88	9	Y
L1R6	Surveys	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	50.11	27.63	77.74	10	Y
L1R6	Surveys	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	45.06	32.00	77.06	11	Y
L1R6	Surveys	Enviraz Surveys Ltd	Small	Option 1	Hillington	6	6	Successful	48.85	27.38	76.22	12	Y
L1R6	Surveys	SOCOTEC Asbestos Limited	Large	Option 5	Burton Upon Trent	12	12	Successful	48.00	26.88	74.88	13	Y
L1R6	Surveys	Intona Limited	Small	Option 1	Dundee	6	6	Successful	47.40	24.50	71.90	14	Y
L1R6	Surveys	Asbestos Specialists (UK) Ltd	Small	Option 3	Moray	8	8	Successful	47.98	23.43	71.40	15	Y
L1R6	Surveys	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	41.24	29.00	70.24	16	Y
L1R6	Surveys	Asbestos Building Surveys Limited	Small	Option 1	Hamilton	6	3	Part Successful	35.22	30.38	65.60	17	N
L1R6	Surveys	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	39.22	25.85	65.07	18	N
L1R6	Surveys	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	28.02	36.25	64.27	19	N
L1R6	Surveys	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	32.11	25.20	57.31	20	N
L1R6	Surveys	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	26.52	19.80	46.32	21	N

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L2R1	Removal and Disposal	Enviraz (Scotland) Limited	Medium	Option 1	Hillington	6	6	Successful	56.67	31.00	87.67	1	Y
L2R1	Removal and Disposal	Clarke's Environmental Limited	Small	Option 3	Hillington	4	4	Successful	53.73	31.38	85.11	2	Y
L2R1	Removal and Disposal	Rhodar Industrial Services Limited	Large	Option 3	Glasgow	6	6	Successful	49.33	32.38	81.70	3	Y
L2R1	Removal and Disposal	Gowrie Contracts Limited	Small	Option 1	Dundee	6	6	Successful	54.20	25.98	80.18	4	Y
L2R1	Removal and Disposal	Chamic Industrial Services Limited	Small	Option 5	Edinburgh	6	6	Successful	52.32	23.20	75.52	5	Y
L2R1	Removal and Disposal	Carymar Construction Services Limited	Small	Option 1	Paisley	6	6	Successful	45.69	25.85	71.54	6	Y
L2R1	Removal and Disposal	Aspect Contracts Limited	Medium	Option 2	Essex	4	4	Successful	48.17	21.20	69.37	7	Y
L2R1	Removal and Disposal	Strada Environmental Limited	Small	Option 1	Ayr	6	6	Successful	41.96	25.98	67.93	8	Y
L2R1	Removal and Disposal	Northern Asbestos Services Limited	Small	Option 1	Elgin	6	6	Successful	42.14	25.23	67.37	9	Y
L2R1	Removal and Disposal	Addison Green Limited	Small	Option 3	York	6	6	Successful	39.39	27.25	66.64	10	Y
L2R1	Removal and Disposal	Damada (Asbestos Removals) Limited	Small	Option 1	South Lanarkshire	6	0	Unsuccessful	16.10	27.98	44.07	11	N

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L2R2	Removal and Disposal	Asbestos Specialists (UK) Ltd	Small	Option 3	Moray	8	8	Successful	60.00	25.43	85.43	1	Y
L2R2	Removal and Disposal	Enviraz (Scotland) Limited	Medium	Option 1	Hillington	6	6	Successful	53.23	31.00	84.23	2	Y
L2R2	Removal and Disposal	Clarke's Environmental Limited	Small	Option 3	Hillington	4	4	Successful	50.78	31.38	82.15	3	Y
L2R2	Removal and Disposal	Rhodar Industrial Services Limited	Large	Option 3	Glasgow	6	6	Successful	47.50	32.38	79.87	4	Y
L2R2	Removal and Disposal	Gowrie Contracts Limited	Small	Option 1	Dundee	6	6	Successful	47.41	25.98	73.38	5	Y
L2R2	Removal and Disposal	Chamic Industrial Services Limited	Small	Option 5	Edinburgh	6	6	Successful	49.99	23.20	73.19	6	Y
L2R2	Removal and Disposal	Carymar Construction Services Limited	Small	Option 1	Paisley	6	6	Successful	44.88	25.85	70.73	7	Y
L2R2	Removal and Disposal	Northern Asbestos Services Limited	Small	Option 1	Elgin	6	6	Successful	43.48	25.23	68.71	8	Y
L2R2	Removal and Disposal	Aspect Contracts Limited	Medium	Option 2	Essex	4	4	Successful	47.38	21.20	68.58	9	Y
L2R2	Removal and Disposal	Addison Green Limited	Small	Option 3	York	6	6	Successful	38.85	27.25	66.10	10	Y
L2R2	Removal and Disposal	Strada Environmental Limited	Small	Option 1	Ayr	6	6	Successful	34.42	25.98	60.39	11	Y
L2R2	Removal and Disposal	Damada (Asbestos Removals) Limited	Small	Option 1	South Lanarkshire	6	0	Unsuccessful	15.96	27.98	43.93	12	N

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L2R3	Removal and Disposal	Enviraz (Scotland) Limited	Medium	Option 1	Hillington	6	6	Successful	56.65	31.00	87.65	1	Y
L2R3	Removal and Disposal	Clarke's Environmental Limited	Small	Option 3	Hillington	4	4	Successful	53.77	31.38	85.14	2	Y
L2R3	Removal and Disposal	Rhodar Industrial Services Limited	Large	Option 3	Glasgow	6	6	Successful	49.35	32.38	81.73	3	Y
L2R3	Removal and Disposal	Henderson Environmental Services Ltd	Micro	Option 5	Newcastle	1	1	Successful	55.38	22.85	78.23	4	Y
L2R3	Removal and Disposal	Gowrie Contracts Limited	Small	Option 1	Dundee	6	6	Successful	51.95	25.98	77.93	5	Y
L2R3	Removal and Disposal	Carymar Construction Services Limited	Small	Option 1	Paisley	6	6	Successful	45.70	25.85	71.55	6	Y
L2R3	Removal and Disposal	Chamic Industrial Services Limited	Small	Option 5	Edinburgh	6	6	Successful	48.22	23.20	71.42	7	Y
L2R3	Removal and Disposal	Aspect Contracts Limited	Medium	Option 2	Essex	4	4	Successful	48.21	21.20	69.41	8	Y
L2R3	Removal and Disposal	Strada Environmental Limited	Small	Option 1	Ayr	6	6	Successful	41.97	25.98	67.94	9	Y
L2R3	Removal and Disposal	Northern Asbestos Services Limited	Small	Option 1	Elgin	6	6	Successful	41.81	25.23	67.04	10	Y
L2R3	Removal and Disposal	Addison Green Limited	Small	Option 3	York	6	6	Successful	39.39	27.25	66.64	11	Y
L2R3	Removal and Disposal	Damada (Asbestos Removals) Limited	Small	Option 1	South Lanarkshire	6	0	Unsuccessful	16.10	27.98	44.07	12	N

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L2R4	Removal and Disposal	Asbestos Specialists (UK) Ltd	Small	Option 3	Moray	8	8	Successful	60.00	25.43	85.43	1	Y
L2R4	Removal and Disposal	Enviraz (Scotland) Limited	Medium	Option 1	Hillington	6	6	Successful	50.30	31.00	81.30	2	Y
L2R4	Removal and Disposal	Gowrie Contracts Limited	Small	Option 1	Dundee	6	6	Successful	50.25	25.98	76.23	3	Y
L2R4	Removal and Disposal	Carymar Construction Services Limited	Small	Option 1	Paisley	6	6	Successful	49.97	25.85	75.82	4	Y
L2R4	Removal and Disposal	Chamic Industrial Services Limited	Small	Option 5	Edinburgh	6	6	Successful	50.53	23.20	73.73	5	Y
L2R4	Removal and Disposal	Northern Asbestos Services Limited	Small	Option 1	Elgin	6	6	Successful	46.96	25.23	72.18	6	Y
L2R4	Removal and Disposal	Addison Green Limited	Small	Option 3	York	6	6	Successful	43.35	27.25	70.60	7	Y
L2R4	Removal and Disposal	Rhodar Industrial Services Limited	Large	Option 3	Glasgow	6	6	Successful	35.60	32.38	67.97	8	Y
L2R4	Removal and Disposal	Strada Environmental Limited	Small	Option 1	Ayr	6	6	Successful	32.05	25.98	58.02	9	Y
L2R4	Removal and Disposal	Damada (Asbestos Removals) Limited	Small	Option 1	South Lanarkshire	6	0	Unsuccessful	9.03	27.98	37.00	10	N

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L2R5	Removal and Disposal	Asbestos Specialists (UK) Ltd	Small	Option 3	Moray	8	8	Successful	60.00	25.43	85.43	1	Y
L2R5	Removal and Disposal	Gowrie Contracts Limited	Small	Option 1	Dundee	6	6	Successful	56.63	25.98	82.60	2	Y
L2R5	Removal and Disposal	Enviraz (Scotland) Limited	Medium	Option 1	Hillington	6	6	Successful	50.81	31.00	81.81	3	Y
L2R5	Removal and Disposal	Carymar Construction Services Limited	Small	Option 1	Paisley	6	6	Successful	48.78	25.85	74.63	4	Y
L2R5	Removal and Disposal	Chamic Industrial Services Limited	Small	Option 5	Edinburgh	6	6	Successful	51.34	23.20	74.54	5	Y
L2R5	Removal and Disposal	Northern Asbestos Services Limited	Small	Option 1	Elgin	6	6	Successful	47.30	25.23	72.53	6	Y
L2R5	Removal and Disposal	Rhodar Industrial Services Limited	Large	Option 3	Glasgow	6	6	Successful	39.61	32.38	71.99	7	Y
L2R5	Removal and Disposal	Addison Green Limited	Small	Option 3	York	6	6	Successful	42.14	27.25	69.39	8	Y
L2R5	Removal and Disposal	Strada Environmental Limited	Small	Option 1	Ayr	6	6	Successful	31.87	25.98	57.84	9	Y
L2R5	Removal and Disposal	Damada (Asbestos Removals) Limited	Small	Option 1	South Lanarkshire	6	0	Unsuccessful	11.48	27.98	39.46	10	N

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L2R6	Removal and Disposal	Asbestos Specialists (UK) Ltd	Small	Option 3	Moray	8	8	Successful	60.00	25.43	85.43	1	Y
L2R6	Removal and Disposal	Gowrie Contracts Limited	Small	Option 1	Dundee	6	6	Successful	58.15	25.98	84.13	2	Y
L2R6	Removal and Disposal	Clarke's Environmental Limited	Small	Option 3	Hillington	4	4	Successful	50.81	31.38	82.18	3	Y
L2R6	Removal and Disposal	Rhodar Industrial Services Limited	Large	Option 3	Glasgow	6	6	Successful	47.13	32.38	79.51	4	Y
L2R6	Removal and Disposal	Enviraz (Scotland) Limited	Medium	Option 1	Hillington	6	6	Successful	47.31	31.00	78.31	5	Y
L2R6	Removal and Disposal	Chamic Industrial Services Limited	Small	Option 5	Edinburgh	6	6	Successful	49.96	23.20	73.16	6	Y
L2R6	Removal and Disposal	Carymar Construction Services Limited	Small	Option 1	Paisley	6	6	Successful	44.81	25.85	70.66	7	Y
L2R6	Removal and Disposal	Aspect Contracts Limited	Medium	Option 2	Essex	4	4	Successful	47.30	21.20	68.50	8	Y
L2R6	Removal and Disposal	Northern Asbestos Services Limited	Small	Option 1	Elgin	6	6	Successful	43.27	25.23	68.49	9	Y
L2R6	Removal and Disposal	Addison Green Limited	Small	Option 3	York	6	6	Successful	38.71	27.25	65.96	10	Y
L2R6	Removal and Disposal	Strada Environmental Limited	Small	Option 1	Ayr	6	6	Successful	32.81	25.98	58.78	11	Y
L2R6	Removal and Disposal	Damada (Asbestos Removals) Limited	Small	Option 1	South Lanarkshire	6	0	Unsuccessful	12.66	27.98	40.64	12	N



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L3R1	Analytical Services	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	60.00	32.75	92.75	1	Y
L3R1	Analytical Services	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	56.30	31.00	87.30	2	Y
L3R1	Analytical Services	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	58.39	28.38	86.76	3	Y
L3R1	Analytical Services	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	54.10	31.38	85.48	4	Y
L3R1	Analytical Services	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	55.65	29.25	84.90	5	Y
L3R1	Analytical Services	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	54.56	29.13	83.68	6	Y
L3R1	Analytical Services	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	52.06	29.13	81.18	7	Y
L3R1	Analytical Services	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	46.80	31.13	77.92	8	Y
L3R1	Analytical Services	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	46.50	30.13	76.62	9	Y
L3R1	Analytical Services	SOCOTEC Asbestos Limited	Large	Option 5	Burton Upon Trent	12	12	Successful	49.13	27.38	76.51	10	Y
L3R1	Analytical Services	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	40.36	33.25	73.61	11	Y
L3R1	Analytical Services	Clyde Environmental Consultants LTD	Micro	Option 1	Bellshill	5	2	Part Successful	44.24	24.60	68.84	12	Y
L3R1	Analytical Services	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	44.08	23.55	67.63	13	Y
L3R1	Analytical Services	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	37.53	30.00	67.53	14	Y
L3R1	Analytical Services	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	43.85	23.00	66.85	15	Y
L3R1	Analytical Services	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	33.14	33.00	66.14	16	Y
L3R1	Analytical Services	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	35.16	25.35	60.51	17	N

<u>SUB-LOT REFERENCE</u>	<u>LOT NAME</u>	<u>TENDERER LEGAL NAME</u>	<u>SME STATUS</u>	<u>REAL LIVING WAGE STATUS</u>	<u>LOCATION</u>	<u>NUMBER OF LOTS/SUB- LOTS BID FOR</u>	<u>NUMBER OF LOTS/SUB-LOTS RECOMMENDED</u>	<u>OVERALL RECOMMENDATION STATUS</u>	<u>TOTAL COMMERCIAL SCORE</u>	<u>TOTAL TECHNICAL SCORE</u>	<u>TOTAL SCORE</u>	<u>PLACING</u>	<u>RECOMMENDED FOR AWARD FOR LOT/SUB-LOT?</u>
L3R2	Analytical Services	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	59.58	32.75	92.33	1	Y
L3R2	Analytical Services	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	57.57	31.00	88.57	2	Y
L3R2	Analytical Services	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	58.53	28.38	86.90	3	Y
L3R2	Analytical Services	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	55.19	31.38	86.57	4	Y
L3R2	Analytical Services	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	56.81	29.25	86.06	5	Y
L3R2	Analytical Services	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	55.57	29.13	84.70	6	Y
L3R2	Analytical Services	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	52.74	29.13	81.87	7	Y
L3R2	Analytical Services	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	47.03	31.13	78.15	8	Y
L3R2	Analytical Services	SOCOTEC Asbestos Limited	Large	Option 5	Burton Upon Trent	12	12	Successful	49.48	27.38	76.86	9	Y
L3R2	Analytical Services	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	46.69	30.13	76.81	10	Y
L3R2	Analytical Services	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	42.87	33.25	76.12	11	Y
L3R2	Analytical Services	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	37.66	30.00	67.66	12	Y
L3R2	Analytical Services	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	44.02	23.00	67.02	13	Y
L3R2	Analytical Services	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	33.30	33.00	66.30	14	Y
L3R2	Analytical Services	Clyde Environmental Consultants LTD	Micro	Option 1	Bellshill	5	2	Part Successful	39.44	24.60	64.04	15	N
L3R2	Analytical Services	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	40.47	23.55	64.02	16	N
L3R2	Analytical Services	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	35.32	25.35	60.67	17	N

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L3R3	Analytical Services	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	60.00	32.75	92.75	1	Y
L3R3	Analytical Services	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	56.36	31.00	87.36	2	Y
L3R3	Analytical Services	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	54.37	31.38	85.75	3	Y
L3R3	Analytical Services	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	57.20	28.38	85.58	4	Y
L3R3	Analytical Services	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	55.69	29.25	84.94	5	Y
L3R3	Analytical Services	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	54.64	29.13	83.77	6	Y
L3R3	Analytical Services	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	52.24	29.13	81.37	7	Y
L3R3	Analytical Services	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	47.02	30.13	77.15	8	Y
L3R3	Analytical Services	SOCOTEC Asbestos Limited	Large	Option 5	Burton Upon Trent	12	12	Successful	49.49	27.38	76.87	9	Y
L3R3	Analytical Services	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	45.17	31.13	76.29	10	Y
L3R3	Analytical Services	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	35.31	33.25	68.56	11	Y
L3R3	Analytical Services	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	37.89	30.00	67.89	12	Y
L3R3	Analytical Services	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	44.32	23.00	67.32	13	Y
L3R3	Analytical Services	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	33.58	33.00	66.58	14	Y
L3R3	Analytical Services	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	35.58	25.35	60.93	15	N
L3R3	Analytical Services	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	34.50	23.55	58.05	16	N
L3R3	Analytical Services	Clyde Environmental Consultants LTD	Micro	Option 1	Bellshill	5	2	Part Successful	33.39	24.60	57.99	17	N

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L3R4	Analytical Services	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	53.25	32.75	86.00	1	Y
L3R4	Analytical Services	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	52.62	28.38	80.99	2	Y
L3R4	Analytical Services	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	51.66	29.25	80.91	3	Y
L3R4	Analytical Services	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	49.77	31.00	80.77	4	Y
L3R4	Analytical Services	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	48.74	31.38	80.12	5	Y
L3R4	Analytical Services	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	44.23	30.00	74.23	6	Y
L3R4	Analytical Services	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	41.57	25.35	66.92	7	Y
L3R4	Analytical Services	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	31.86	33.00	64.86	8	Y
L3R4	Analytical Services	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	30.42	33.25	63.67	9	Y
L3R4	Analytical Services	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	26.96	23.55	50.51	10	N
L3R4	Analytical Services	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	24.71	23.00	47.71	11	N

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L3R5	Analytical Services	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	51.14	32.75	83.89	1	Y
L3R5	Analytical Services	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	50.46	31.38	81.83	2	Y
L3R5	Analytical Services	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	50.61	31.00	81.61	3	Y
L3R5	Analytical Services	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	51.47	28.38	79.84	4	Y
L3R5	Analytical Services	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	50.39	29.25	79.64	5	Y
L3R5	Analytical Services	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	50.19	29.13	79.31	6	Y
L3R5	Analytical Services	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	49.90	29.13	79.03	7	Y
L3R5	Analytical Services	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	47.69	30.13	77.82	8	Y
L3R5	Analytical Services	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	41.94	31.13	73.06	9	Y
L3R5	Analytical Services	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	38.35	30.00	68.35	10	Y
L3R5	Analytical Services	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	36.03	25.35	61.38	11	Y
L3R5	Analytical Services	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	27.52	33.00	60.52	12	Y
L3R5	Analytical Services	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	26.29	33.25	59.54	13	Y
L3R5	Analytical Services	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	26.82	23.55	50.37	14	N
L3R5	Analytical Services	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	21.43	23.00	44.43	15	N
L3R5	Analytical Services	Clyde Environmental Consultants LTD	Micro	Option 1	Bellshill	5	2	Part Successful	18.57	24.60	43.17	16	N

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L3R6	Analytical Services	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	59.15	32.75	91.90	1	Y
L3R6	Analytical Services	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	59.65	28.38	88.03	2	Y
L3R6	Analytical Services	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	56.93	31.00	87.93	3	Y
L3R6	Analytical Services	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	54.31	31.38	85.69	4	Y
L3R6	Analytical Services	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	56.07	29.25	85.32	5	Y
L3R6	Analytical Services	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	54.71	29.13	83.84	6	Y
L3R6	Analytical Services	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	51.59	29.13	80.71	7	Y
L3R6	Analytical Services	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	48.65	31.13	79.78	8	Y
L3R6	Analytical Services	SOCOTEC Asbestos Limited	Large	Option 5	Burton Upon Trent	12	12	Successful	48.00	27.38	75.38	9	Y
L3R6	Analytical Services	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	44.19	30.13	74.31	10	Y
L3R6	Analytical Services	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	34.51	33.25	67.76	11	Y
L3R6	Analytical Services	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	35.62	30.00	65.62	12	Y
L3R6	Analytical Services	Clyde Environmental Consultants LTD	Micro	Option 1	Bellshill	5	2	Part Successful	40.33	24.60	64.93	13	Y
L3R6	Analytical Services	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	41.75	23.00	64.75	14	Y
L3R6	Analytical Services	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	28.67	33.00	61.67	15	Y
L3R6	Analytical Services	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	34.16	25.35	59.51	16	N
L3R6	Analytical Services	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	32.43	23.55	55.98	17	N

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L4R1	Surveying and Analytical Services	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	59.84	31.88	91.71	1	Y
L4R1	Surveying and Analytical Services	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	54.33	30.88	85.21	3	Y
L4R1	Surveying and Analytical Services	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	59.39	26.50	85.89	2	Y
L4R1	Surveying and Analytical Services	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	52.08	30.75	82.83	4	Y
L4R1	Surveying and Analytical Services	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	49.04	32.75	81.79	5	Y
L4R1	Surveying and Analytical Services	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	51.35	30.25	81.60	6	Y
L4R1	Surveying and Analytical Services	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	50.73	28.38	79.11	7	Y
L4R1	Surveying and Analytical Services	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	47.06	31.75	78.81	8	Y
L4R1	Surveying and Analytical Services	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	47.09	31.50	78.59	9	Y
L4R1	Surveying and Analytical Services	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	44.20	34.00	78.20	10	Y
L4R1	Surveying and Analytical Services	SOCOTEC Asbestos Limited	Large	Option 5	Burton Upon Trent	12	12	Successful	47.88	27.13	75.01	11	Y
L4R1	Surveying and Analytical Services	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	40.05	29.50	69.55	12	N
L4R1	Surveying and Analytical Services	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	30.36	34.75	65.11	13	N
L4R1	Surveying and Analytical Services	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	38.27	25.60	63.87	14	N
L4R1	Surveying and Analytical Services	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	33.02	24.10	57.12	15	N
L4R1	Surveying and Analytical Services	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	35.15	21.68	56.83	16	N

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L4R2	Surveying and Analytical Services	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	59.77	31.88	91.65	1	Y
L4R2	Surveying and Analytical Services	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	55.59	30.88	86.46	2	Y
L4R2	Surveying and Analytical Services	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	59.27	26.50	85.77	3	Y
L4R2	Surveying and Analytical Services	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	52.91	30.75	83.66	4	Y
L4R2	Surveying and Analytical Services	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	52.03	30.25	82.28	5	Y
L4R2	Surveying and Analytical Services	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	49.24	32.75	81.99	6	Y
L4R2	Surveying and Analytical Services	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	51.29	28.38	79.66	7	Y
L4R2	Surveying and Analytical Services	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	47.07	31.75	78.82	8	Y
L4R2	Surveying and Analytical Services	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	47.11	31.50	78.61	9	Y
L4R2	Surveying and Analytical Services	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	44.22	34.00	78.22	10	Y
L4R2	Surveying and Analytical Services	SOCOTEC Asbestos Limited	Large	Option 5	Burton Upon Trent	12	12	Successful	47.94	27.13	75.07	11	Y
L4R2	Surveying and Analytical Services	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	40.06	29.50	69.56	12	N
L4R2	Surveying and Analytical Services	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	31.14	34.75	65.89	13	N
L4R2	Surveying and Analytical Services	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	38.28	25.60	63.88	14	N
L4R2	Surveying and Analytical Services	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	33.03	24.10	57.13	15	N
L4R2	Surveying and Analytical Services	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	32.00	21.68	53.67	16	N

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L4R3	Surveying and Analytical Services	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	60.00	31.88	91.88	1	Y
L4R3	Surveying and Analytical Services	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	54.59	30.88	85.47	2	Y
L4R3	Surveying and Analytical Services	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	52.38	30.75	83.13	4	Y
L4R3	Surveying and Analytical Services	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	57.65	26.50	84.15	3	Y
L4R3	Surveying and Analytical Services	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	51.66	30.25	81.91	5	Y
L4R3	Surveying and Analytical Services	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	47.81	32.75	80.56	6	Y
L4R3	Surveying and Analytical Services	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	51.05	28.38	79.43	7	Y
L4R3	Surveying and Analytical Services	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	47.41	31.75	79.16	8	Y
L4R3	Surveying and Analytical Services	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	47.59	31.50	79.09	9	Y
L4R3	Surveying and Analytical Services	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	44.70	34.00	78.70	10	Y
L4R3	Surveying and Analytical Services	SOCOTEC Asbestos Limited	Large	Option 5	Burton Upon Trent	12	12	Successful	48.35	27.13	75.47	11	Y
L4R3	Surveying and Analytical Services	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	40.50	29.50	70.00	12	N
L4R3	Surveying and Analytical Services	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	38.69	25.60	64.29	13	N
L4R3	Surveying and Analytical Services	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	27.86	34.75	62.61	14	N
L4R3	Surveying and Analytical Services	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	33.38	24.10	57.48	15	N
L4R3	Surveying and Analytical Services	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	27.37	21.68	49.05	16	N

<u>SUB-LOT REFERENCE</u>	<u>LOT NAME</u>	<u>TENDERER LEGAL NAME</u>	<u>SME STATUS</u>	<u>REAL LIVING WAGE STATUS</u>	<u>LOCATION</u>	<u>NUMBER OF LOTS/SUB- LOTS BID FOR</u>	<u>NUMBER OF LOTS/SUB-LOTS RECOMMENDED</u>	<u>OVERALL RECOMMENDATION STATUS</u>	<u>TOTAL COMMERCIAL SCORE</u>	<u>TOTAL TECHNICAL SCORE</u>	<u>TOTAL SCORE</u>	<u>PLACING</u>	<u>RECOMMENDED FOR AWARD FOR LOT/SUB- LOT?</u>
L4R4	Surveying and Analytical Services	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	52.82	31.88	84.69	1	Y
L4R4	Surveying and Analytical Services	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	49.59	30.25	79.84	2	Y
L4R4	Surveying and Analytical Services	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	48.44	30.88	79.31	3	Y
L4R4	Surveying and Analytical Services	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	43.85	34.00	77.85	5	Y
L4R4	Surveying and Analytical Services	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	48.34	29.50	77.84	6	Y
L4R4	Surveying and Analytical Services	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	52.07	26.50	78.57	4	Y
L4R4	Surveying and Analytical Services	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	47.29	25.60	72.89	7	N
L4R4	Surveying and Analytical Services	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	38.44	31.50	69.94	8	N
L4R4	Surveying and Analytical Services	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	24.96	34.75	59.71	9	N
L4R4	Surveying and Analytical Services	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	25.80	24.10	49.90	10	N
L4R4	Surveying and Analytical Services	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	21.83	21.68	43.50	11	N

<u>SUB-LOT REFERENCE</u>	<u>LOT NAME</u>	<u>TENDERER LEGAL NAME</u>	<u>SME STATUS</u>	<u>REAL LIVING WAGE STATUS</u>	<u>LOCATION</u>	<u>NUMBER OF LOTS/SUB- LOTS BID FOR</u>	<u>NUMBER OF LOTS/SUB-LOTS RECOMMENDED</u>	<u>OVERALL RECOMMENDATION STATUS</u>	<u>TOTAL COMMERCIAL SCORE</u>	<u>TOTAL TECHNICAL SCORE</u>	<u>TOTAL SCORE</u>	<u>PLACING</u>	<u>RECOMMENDED FOR AWARD FOR LOT/SUB- LOT?</u>
L4R5	Surveying and Analytical Services	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	51.16	31.88	83.03	1	Y
L4R5	Surveying and Analytical Services	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	50.40	30.88	81.28	2	Y
L4R5	Surveying and Analytical Services	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	50.46	30.75	81.21	3	Y
L4R5	Surveying and Analytical Services	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	48.58	31.75	80.33	4	Y
L4R5	Surveying and Analytical Services	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	47.33	32.75	80.08	5	Y
L4R5	Surveying and Analytical Services	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	48.25	30.25	78.50	6	Y
L4R5	Surveying and Analytical Services	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	48.58	28.38	76.96	8	Y
L4R5	Surveying and Analytical Services	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	51.03	26.50	77.53	7	Y
L4R5	Surveying and Analytical Services	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	42.77	31.50	74.27	9	Y
L4R5	Surveying and Analytical Services	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	43.71	29.50	73.21	10	Y
L4R5	Surveying and Analytical Services	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	38.79	34.00	72.79	11	Y
L4R5	Surveying and Analytical Services	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	41.86	25.60	67.46	12	N
L4R5	Surveying and Analytical Services	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	22.07	34.75	56.82	13	N
L4R5	Surveying and Analytical Services	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	22.87	24.10	46.97	14	N
L4R5	Surveying and Analytical Services	DNKA LTD	Micro	Option 1	Govan	18	1	Part Successful	22.10	21.68	43.77	15	N

<u>SUB-LOT REFERENCE</u>	<u>LOT NAME</u>	<u>TENDERER LEGAL NAME</u>	<u>SME STATUS</u>	<u>REAL LIVING WAGE STATUS</u>	<u>LOCATION</u>	<u>NUMBER OF LOTS/SUB- LOTS BID FOR</u>	<u>NUMBER OF LOTS/SUB-LOTS RECOMMENDED</u>	<u>OVERALL RECOMMENDATION STATUS</u>	<u>TOTAL COMMERCIAL SCORE</u>	<u>TOTAL TECHNICAL SCORE</u>	<u>TOTAL SCORE</u>	<u>PLACING</u>	<u>RECOMMENDED FOR AWARD FOR LOT/SUB- LOT?</u>
L4R6	Surveying and Analytical Services	Asbestos Analytical Services Limited	Small	Option 5	Prestwick	18	18	Successful	59.71	31.88	91.58	1	Y
L4R6	Surveying and Analytical Services	Franks Portlock Consulting Limited	Medium	Option 2	Sunderland	18	18	Successful	55.53	30.88	86.40	2	Y
L4R6	Surveying and Analytical Services	HSL Compliance Ltd	Medium	Option 5	Hertfordshire	18	18	Successful	59.47	26.50	85.97	3	Y
L4R6	Surveying and Analytical Services	Environtec Limited	Medium	Option 5	Hamilton	15	15	Successful	52.87	30.75	83.62	4	Y
L4R6	Surveying and Analytical Services	Lucion Services Limited	Large	Option 5	Gateshead	15	15	Successful	49.70	32.75	82.45	5	Y
L4R6	Surveying and Analytical Services	Life Environmental Services Limited	Medium	Option 5	Hertfordshire	18	18	Successful	51.99	30.25	82.24	6	Y
L4R6	Surveying and Analytical Services	OHS Limited	Medium	Option 1	Manchester	15	15	Successful	51.26	28.38	79.63	7	Y
L4R6	Surveying and Analytical Services	Tersus Consultancy Limited	Large	Option 3	Rainham	15	15	Successful	47.08	31.75	78.83	8	Y
L4R6	Surveying and Analytical Services	ENVIRONMENTAL ESSENTIALS LIMITED	Medium	Option 7	Newcastle	18	17	Part Successful	47.11	31.50	78.61	9	Y
L4R6	Surveying and Analytical Services	SOCOTEC Asbestos Limited	Large	Option 5	Burton Upon Trent	12	12	Successful	47.93	27.13	75.06	10	Y
L4R6	Surveying and Analytical Services	Acorn Analytical Services Ltd	Medium	Option 3	West Yorkshire	18	18	Successful	40.22	34.00	74.22	11	Y
L4R6	Surveying and Analytical Services	Acron Asbestos Ltd	Micro	Option 1	Glasgow	18	11	Part Successful	40.06	29.50	69.56	12	N
L4R6	Surveying and Analytical Services	Bradley Environmental Consultants Limited	Medium	Option 5	West Midlands	18	4	Part Successful	38.41	25.60	64.01	13	N
L4R6	Surveying and Analytical Services	E.D.P Health, Safety and Environment Consultants Limited	Medium	Option 1	St Helens	18	7	Part Successful	28.69	34.75	63.44	14	N
L4R6	Surveying and Analytical Services	WSP UK Limited	Medium	Option 1	Glasgow	18	4	Part Successful	33.04	24.10	57.14	15	N

Note: a key for Real Living Wage Status Reference and Descriptions is included below.

**Key:** Real Living Wage Status Reference and Descriptions

Real Living Wage Status Reference	Real Living Wage Status Description
1	I am an accredited Living Wage Employer and commit to maintaining this for the duration of the Framework Contract.
2	I am currently going through the process of becoming an accredited Living Wage Employer and commit to gaining accreditation over the initial two year period of the Framework Contract. I currently pay the Living Wage to all employees (except volunteers, apprentices and interns).
3	I am not an accredited Living Wage Employer but commit to gaining accreditation over the initial two year period of the Framework Contract. I currently pay the Living Wage to all employees (except volunteers, apprentices and interns) and commit to maintaining this until I have gained accreditation.
4	I am not an accredited Living Wage Employer but commit to gaining accreditation over the initial two year period of the Framework Contract. I do not currently pay the Living Wage to all employees.
5	I am not an accredited Living Wage Employer but pay the Living Wage to all employees (except volunteers, apprentices and interns) and commit to maintaining this for the duration of the Framework Contract.
6	I am not an accredited Living Wage Employer and do not currently pay the Living Wage to all employees but commit to paying the Living Wage to all employees (except volunteers, apprentices and interns) within the first two years of the Framework Contract.
7	I am not an accredited Living Wage Employer and do not currently pay the Living Wage to all employees.





## **Scotland Excel**

**To: Executive Sub-Committee**

**On: 20 October 2023**

**Report by:  
Chief Executive of Scotland Excel**

**Request for Associate Membership of Scotland Excel by:  
Clydesdale Housing Association Ltd**

### **1. Background**

- 1.1 Scotland Excel operates an Associate programme to allow access to its frameworks and services to a wide range of other public service orientated bodies. Applications can be made for Associate Membership by organisations such as council arm's length organisations, community groups, charities, housing associations and voluntary organisations which are a public body or a body that engages in activities of a public nature.

Organisations apply to Scotland Excel for Associate Membership to allow them to access the frameworks for goods and services which are in place for members. Associates do not have the opportunity to influence the future contract delivery schedule which is reserved for the full local authority members.

Associate membership supports the wider aims of Scotland Excel by increasing overall spend against frameworks, providing additional income and supporting the goals of promoting excellent public procurement across Scottish organisations.

### **2. Organisation Background**

- 2.1 Clydesdale Housing Association Ltd was established in 1987 to improve the housing stock in remote villages of the Clydesdale area of South Lanarkshire.

Clydesdale Housing Association Ltd has expanded over the years through various new-build programmes building over six hundred houses in sixteen towns and villages throughout rural South Lanarkshire.

Clydesdale Housing Association Ltd is a Registered Society (under the Co-operative and Community Benefit Societies Act 2014 and the Housing Scotland Act 2010), a Registered Social Landlord and is registered as a Scottish charity.

- 2.2 Clydesdale Housing Association Ltd is a accredited real living wage employer.

### **3. Associate Membership Process**

3.1 Before any application is submitted for approval, a number of validation checks on the organisation are carried out. These include a review of the Memorandum & Articles of Association, the financial position and the type of contracts that the organisation is likely to access. It is confirmed that satisfactory validation checks have been completed in relation to this application.

3.2 Scotland Excel monitors all requests from applicants to become associate members to ensure that any legal requirements are met. In this case, Clydesdale Housing Association Ltd can be recommended for associate membership on the basis of the Local Authorities (Goods and Services) Act 1970 section 1 (1B)(c). Namely, that it has functions that are public in nature or engages in activities of that nature so long as the purpose or effect of access to Scotland Excel's services is to facilitate its discharge of those functions or activities.

3.3 Fees are determined in a number of ways:

Arms Length External Organisations (ALEOs) related to local authority members pay no fee as this is covered within requisition fees.

National Health Service (NHS) bodies, Colleges and Universities, and Non departmental bodies of the Scottish Government pay no fee under a reciprocal agreement that allows local authorities to utilise contracts created by the relevant procurement centres of expertise.

All other associate fees are calculated on a standard methodology agreed by committee. e.g. Housing Associations pay based on the number of houses within their portfolio.

### **4. Recommendations**

4.1 It is recommended to committee that Clydesdale Housing Association Ltd application to join Scotland Excel as an associate member be approved, with an annual fee of £1,160 subject to the agreement document.



## **Scotland Excel**

**To: Executive Sub-Committee**

**On: 20 October 2023**

**Report by:  
Chief Executive of Scotland Excel**

**Request for Associate Membership of Scotland Excel by:  
Irvine Housing Association Limited**

### **1. Background**

- 1.1 Scotland Excel operates an Associate programme to allow access to its frameworks and services to a wide range of other public service orientated bodies. Applications can be made for Associate Membership by organisations such as council arm's length organisations, community groups, charities, housing associations and voluntary organisations which are a public body or a body that engages in activities of a public nature.

Organisations apply to Scotland Excel for Associate Membership to allow them to access the frameworks for goods and services which are in place for members. Associates do not have the opportunity to influence the future contract delivery schedule which is reserved for the full local authority members.

Associate membership supports the wider aims of Scotland Excel by increasing overall spend against frameworks, providing additional income and supporting the goals of promoting excellent public procurement across Scottish organisations.

### **2. Organisation Background**

- 2.1 Irvine Housing Association Limited is dedicated to the people they provide homes to, support the communities they serve, and their skilled and experienced team of employees.

Irvine Housing Association Limited is committed to doing better, for their customers and their people. They are also focused on playing their part to tackle homelessness and help the people who need them the most.

Irvine Housing Association Limited is a Registered Society (under the Co-operative and Community Benefit Societies Act 2014, a Registered Social Landlord and is registered as a Scottish charity.

2.2 Irvine Housing Association Limited is a real living wage employer.

### **3. Associate Membership Process**

3.1 Before any application is submitted for approval, a number of validation checks on the organisation are carried out. These include a review of the Memorandum & Articles of Association, the financial position and the type of contracts that the organisation is likely to access. It is confirmed that satisfactory validation checks have been completed in relation to this application.

3.2 Scotland Excel monitors all requests from applicants to become associate members to ensure that any legal requirements are met. In this case, Irvine Housing Association Limited can be recommended for associate membership on the basis of the Local Authorities (Goods and Services) Act 1970 section 1 (1B)(c). Namely, that it has functions that are public in nature or engages in activities of that nature so long as the purpose or effect of access to Scotland Excel's services is to facilitate its discharge of those functions or activities.

3.3 Fees are determined in a number of ways:

Arms Length External Organisations (ALEOs) related to local authority members pay no fee as this is covered within requisition fees.

National Health Service (NHS) bodies, Colleges and Universities, and Non departmental bodies of the Scottish Government pay no fee under a reciprocal agreement that allows local authorities to utilise contracts created by the relevant procurement centres of expertise.

All other associate fees are calculated on a standard methodology agreed by committee. e.g. Housing Associations pay based on the number of houses within their portfolio.

### **4. Recommendations**

4.1 It is recommended to committee that Irvine Housing Association Limited application to join Scotland Excel as an associate member be approved, with an annual fee of £3,875 subject to the agreement document.

## Scotland Excel

**To: Executive Sub-Committee**

**On: 20 October 2023**

**Report by:  
Chief Executive of Scotland Excel**

**Request for Associate Membership of Scotland Excel by:  
Linstone Housing Association Limited**

### **1. Background**

- 1.1 Scotland Excel operates an Associate programme to allow access to its frameworks and services to a wide range of other public service orientated bodies. Applications can be made for Associate Membership by organisations such as council arm's length organisations, community groups, charities, housing associations and voluntary organisations which are a public body or a body that engages in activities of a public nature.

Organisations apply to Scotland Excel for Associate Membership to allow them to access the frameworks for goods and services which are in place for members. Associates do not have the opportunity to influence the future contract delivery schedule which is reserved for the full local authority members.

Associate membership supports the wider aims of Scotland Excel by increasing overall spend against frameworks, providing additional income and supporting the goals of promoting excellent public procurement across Scottish organisations.

### **2. Organisation Background**

- 2.1 Linstone Housing Association Limited thrives to be a successful and sustainable housing association. Their priority is to provide excellent homes and services for its tenants and to make a positive difference in its communities.

Linstone Housing Association was set up in 1998 as a Charitable Housing Association to purchase former Scottish Homes properties in Renfrewshire. They employ around 52 staff, managing just fewer than 1,600 properties.

Linstone Housing Association Limited is a Registered Society (under the Co-operative and Community Benefit Societies Act 2014 and the Housing (Scotland) Act 2010), a Registered Social Landlord and is registered as a Scottish charity.

- 2.2 Linstone Housing Association Limited is an accredited real living wage employer.

### **3. Associate Membership Process**

- 3.1 Before any application is submitted for approval, a number of validation checks on the organisation are carried out. These include a review of the Memorandum & Articles of Association, the financial position and the type of contracts that the organisation is likely to access. It is confirmed that satisfactory validation checks have been completed in relation to this application.

- 3.2 Scotland Excel monitors all requests from applicants to become associate members to ensure that any legal requirements are met. In this case, Linstone Housing Association Limited can be recommended for associate membership on the basis of the Local Authorities (Goods and Services) Act 1970 section 1 (1B)(c). Namely, that it has functions that are public in nature or engages in activities of that nature so long as the purpose or effect of access to Scotland Excel's services is to facilitate its discharge of those functions or activities.

- 3.3 Fees are determined in a number of ways:

Arms Length External Organisations (ALEOs) related to local authority members pay no fee as this is covered within requisition fees.

National Health Service (NHS) bodies, Colleges and Universities, and Non departmental bodies of the Scottish Government pay no fee under a reciprocal agreement that allows local authorities to utilise contracts created by the relevant procurement centres of expertise.

All other associate fees are calculated on a standard methodology agreed by committee. e.g. Housing Associations pay based on the number of houses within their portfolio.

### **4. Recommendations**

- 4.1 It is recommended to committee that Linstone Housing Association Limited application to join Scotland Excel as an associate member be approved, with an annual fee of £2,435 subject to the agreement document.

## **Scotland Excel**

**To: Executive Sub-Committee**

**On: 20 October 2023**

**Report by:  
Chief Executive of Scotland Excel**

**Request for Associate Membership of Scotland Excel by:  
Lochfield Park Housing Association Limited**

### **1. Background**

- 1.1 Scotland Excel operates an Associate programme to allow access to its frameworks and services to a wide range of other public service orientated bodies. Applications can be made for Associate Membership by organisations such as council arm's length organisations, community groups, charities, housing associations and voluntary organisations which are a public body or a body that engages in activities of a public nature.

Organisations apply to Scotland Excel for Associate Membership to allow them to access the frameworks for goods and services which are in place for members. Associates do not have the opportunity to influence the future contract delivery schedule which is reserved for the full local authority members.

Associate membership supports the wider aims of Scotland Excel by increasing overall spend against frameworks, providing additional income and supporting the goals of promoting excellent public procurement across Scottish organisations.

### **2. Organisation Background**

- 2.1 Lochfield Park Housing Association Limited has been at the forefront of regeneration in the Lochend area since its inception in 1993. Their main aim is to contribute to sustaining the local community of Lochend and promote social inclusion.

They also aim to contribute to the regeneration of Easterhouse through the provision of well-managed, high-quality housing and housing services within the means of people in housing need.

Lochfield Park Housing Association Limited is a Registered Society (under the Co-operative and Community Benefit Societies Act 2014 and the Housing (Scotland) Act 2010), a Registered Social Landlord and is registered as a Scottish charity.

- 2.2 Lochfield Park Housing Association Limited is a real living wage employer.

### **3. Associate Membership Process**

- 3.1 Before any application is submitted for approval, a number of validation checks on the organisation are carried out. These include a review of the Memorandum & Articles of Association, the financial position and the type of contracts that the organisation is likely to access. It is confirmed that satisfactory validation checks have been completed in relation to this application.

- 3.2 Scotland Excel monitors all requests from applicants to become associate members to ensure that any legal requirements are met. In this case, Lochfield Park Housing Association Limited can be recommended for associate membership on the basis of the Local Authorities (Goods and Services) Act 1970 section 1 (1B)(c). Namely, that it has functions that are public in nature or engages in activities of that nature so long as the purpose or effect of access to Scotland Excel's services is to facilitate its discharge of those functions or activities.

- 3.3 Fees are determined in a number of ways:

Arms Length External Organisations (ALEOs) related to local authority members pay no fee as this is covered within requisition fees.

National Health Service (NHS) bodies, Colleges and Universities, and Non departmental bodies of the Scottish Government pay no fee under a reciprocal agreement that allows local authorities to utilise contracts created by the relevant procurement centres of expertise.

All other associate fees are calculated on a standard methodology agreed by committee. e.g. Housing Associations pay based on the number of houses within their portfolio.

### **4. Recommendations**

- 4.1 It is recommended to committee that Lochfield Park Housing Association Limited application to join Scotland Excel as an associate member be approved, with an annual fee of £930 subject to the agreement document.



**Scotland Excel**

**To: Executive Sub-Committee**

**On: 20 October 2023**

**Report by:  
Chief Executive of Scotland Excel**

**Request for Associate Membership of Scotland Excel by:  
The Jane Moore Trust**

## **1. Background**

- 1.1 Scotland Excel operates an Associate programme to allow access to its frameworks and services to a wide range of other public service orientated bodies. Applications can be made for Associate Membership by organisations such as council arm's length organisations, community groups, charities, housing associations and voluntary organisations which are a public body or a body that engages in activities of a public nature.

Organisations apply to Scotland Excel for Associate Membership to allow them to access the frameworks for goods and services which are in place for our members. Associates do not have the opportunity to influence the future contract delivery schedule which is reserved for the full local authority members.

Associate membership supports the wider aims of Scotland Excel by increasing overall spend against frameworks, providing additional income and supporting the goals of promoting excellent public procurement across Scottish organisations.

## **2. Organisation Background**

- 2.1 The Jane Moore Trust is a registered charity based in Livingston and aims to achieve the best personalised outcomes for children and young people through positive, nurturing relationships developed across their educational, fostering, residential and psychological services. Their Vision is to ensure every child and young person enjoys positive health and wellbeing; and the best opportunities for learning, life and work.
- 2.2 The Jane Moore Trust is an accredited real living wage employer.

### **3. Associate Membership Process**

- 3.1 Before any application is submitted for approval, a number of validation checks on the organisation are carried out. These include a review of the Memorandum & Articles of Association, the financial position and the type of contracts that the organisation is likely to access. It is confirmed that satisfactory validation checks have been completed in relation to this application.
- 3.2 Scotland Excel monitors all requests from applicants to become associate members to ensure that any legal requirements are met. In this case, The Jane Moore Trust can be recommended for associate membership access in accordance with the Local Authorities (Goods and Services) Act 1970 section 1 (1B)(c). Namely, that it has functions that are public in nature or engages in activities of that nature so long as the purpose or effect of access to Scotland Excel's services is to facilitate its discharge of those functions or activities.
- 3.3 Fees are determined in a number of ways:
- Arms Length External Organisations (ALEOs) related to local authority members pay no fee as this is covered within requisition fees.
- National Health Service (NHS) bodies, Colleges and Universities, and Non departmental bodies of the Scottish Government pay no fee under a reciprocal agreement that allows local authorities to utilise contracts created by the relevant procurement centres of expertise.
- All other associate fees are calculated on a standard methodology agreed by committee. e.g. Housing Associations pay based on the number of houses within their portfolio.

### **4. Recommendations**

- 4.1 It is recommended to committee that The Jane Moore Trust application to join Scotland Excel as an associate member be approved, with an annual fee of £550 and subject to the agreement document.
- .

## **Scotland Excel**

**To: Executive Sub-Committee**

**On: 20 October 2023**

**Report by:  
Chief Executive of Scotland Excel**

**Procurement Reform Act**

**Consultation Response**

### **1. Introduction**

The Economy and Fair Work Committee published a consultation entitled “*Assessing the impact of the Procurement Reform Act*” in June 2023.

The Procurement Reform (Scotland) Act 2014 introduced a range of duties on public bodies to consider how procurement could be used to improve the wellbeing of local areas. That includes the impact on the economic, social and environmental health of the area.

The 2014 Act also sought to reduce barriers to entry for small businesses, third sector organisations and supported businesses to participate in public procurement.

This consultation seeks views on a broad range of themes covered by the Act to assess whether it is achieving these aims.

### **2. Consultation Response**

A draft response to the consultation has been prepared and is presented to the committee as Appendix 1.

### **3. Recommendation**

Committee members are requested to note the content of this report and approve the submission to the Economy and Fair Work Committee.



# **Draft Response to Procurement Reform Act Consultation**

**Prepared October 2023**

## **1. Information about your organisation**

Scotland Excel is the centre of procurement expertise for the local government sector serving Scotland's 32 local authorities and over 150 associate members from the public and third sector.

Established in 2008 in response to the McClelland Review of Public Procurement in Scotland which recommended increased collaboration and improved procurement capability across the public sector. Over the past 15 years, Scotland Excel has worked closely with the Scottish Government and other centres of expertise for health and further education on initiatives to raise the profile of public procurement and maximise the social, economic and environmental benefits it can bring.

Scotland Excel's £2bn portfolio of collaborative contracts ensures that our members achieve best value from procurement through their combined spending power. Scotland Excel enables procurement professional development and the resourcing of commercial projects for Scottish Local Government.

## **2. What are the main barriers to businesses accessing public procurement contracts in Scotland, and how have these barriers changed since the Procurement Reform Act (Scotland) 2014 was implemented?**

The Procurement Reform Act (Scotland) 2014 has underpinned the evolution of approaches to reduce barriers to entry in procurement.

Over time the approach deployed by Scotland Excel to sub lotting has developed to include lotting by region, by council, by product/service grouping and through the signposting of second tier supply chain opportunities and advertisement.

Furthermore, the type and format of market consultation has evolved from PIN publication towards surveys, initiatives to shape the opportunity with the market, group or individual supplier/provider engagement sessions and hosted category events. Stakeholder engagement has become wider with the market directly as well as with a diverse range of supplier representative organisations.

The development of selection and award criteria and tender weightings has progressed to include more innovative approaches for the assessment and management of social and environmental outcomes.

These measures help to ensure that the vast majority of suppliers awarded onto contracting arrangements are Small and medium-sized Enterprises (SMEs) comprising c. 75% of all suppliers.

Through our development of national collaborative opportunities for our members Scotland Excel has a long history of engaging extensively with our supply chain partners. Our current portfolio is served by over 1000 suppliers/providers working alongside our member organisations to deliver vital public services across Scotland.

This collaborative approach provides an insight into the experiences of organisations seeking to tender for public sector contracts and managing those arrangements already in place.

The following represents the types of feedback commonly shared.

- Difficulties in locating and interpreting procurement strategies, annual reports and contract registers to predict when opportunities may become available.
- Inconsistent format and content of reports.
- Lack of market consultation at the appropriate time in the procurement journey.
- Difficulties in engaging with the PCS/PCS-T systems.
- Fragmentation of requirements and duplication in providing selection and award criteria within and across contracting authorities.
- Complexity of tendering requiring investment of time and resource.
- Lack of capability in engaging with complex legislative backdrop.
- Ongoing market volatility causing difficulties in committing to commercial rates, sustainable outcomes, or environmental measures for the period of a tender/contract.

There exists the opportunity to further reduce barriers to entry including broader utilisation or expansion of the supplier profile on PCS-T, proliferation of early market engagement, targeted supplier development initiatives and meet the buyer events.

### **3. Does the sustainable procurement duty mean that adequate weighting is given to environmental considerations?**

With the climate emergency recognised as a strategic national priority, Local Government procurement has a critical role in achieving net zero greenhouse gas emissions by 2045.

The sustainable procurement duty legislates an approach embedded within procurement consciousness as value being representative of the balance between environmental, social and commercial considerations.

The tools and guidance published alongside the sustainable procurement duty, life cycle impact mapping, sustainability test and prioritisation tool, continue to be highly beneficial as a mechanism to segment and prioritise procurement portfolios.

In recent years the contract delivery plan has evolved to ensure national collaborative arrangements are in place to offer members a route to market for net zero enablers such as Electric Vehicle Charging Infrastructure, Energy Efficiency Contractors and Property Maintenance and Refurbishment. Key procurements have delivered innovative environmental measures for example:

- New Build Residential Construction developing a specification which enables offsite construction methods and requires a range of sustainability standards.
- Groceries and Provisions including consideration of food miles, route planning and recycled packaging.

- Domestic Furniture and Furnishings including a lot for reuse furniture.

While environmental considerations are recognised as a pillar of public sector procurement initiatives there are a number of factors that can limit the weighting attributed.

The scale of the transformation required to deliver net zero 2045 leads to complex considerations in the transition to a circular economy. For example, how to;

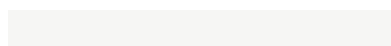
- Invest in goods, works and services to extend their lifecycle when contractual arrangements recur c. every four years.
- Move from established working practices of owning goods to alternative models of lease/hire with the corresponding practical and contractual implications.
- Invest in innovative and lower carbon goods, services or works when these may not be market ready, specified or recognised in the appropriate standards/certification regimes.
- Develop longer term supply chain collaboration on net zero measures but through more inclusive and flexible non-commitment contracting.
- Establish a baseline for both direct and indirect carbon emissions and a way of measuring progress against this.
- Evidence that the whole life cost of those procurements tackling carbon reduction represent value for money against business-as-usual activities.
- Fund the cost of this transformation.

#### **4. The sustainable procurement duty aims to promote fair work practices. How effectively is this reaching secondary suppliers and the wider supply chain?**

Fair Work First criteria are embedded in public sector procurement opportunities and, where relevant, bidders are asked to demonstrate how they will commit to progressing those criteria through planned, measurable actions at the point of tender. Most commonly this is measured through responses on the payment of the Real Living Wage and responses are categorised according to whether bidders are accredited, working towards accreditation, paying without accreditation, or not paying. This is monitored throughout the duration of contract management such that payment of the Real living wage is reportable.

There is lesser visibility on how awarded suppliers cascade or assess how Fair Work First criteria is applied within the supply chain. The introduction of prompt payment performance in the supply chain (SPPN 2/2022) provided a format for these social considerations to be extended further.

Greater visibility of how Fair Work First criteria impacts the supply chain would underpin Community Wealth Building initiatives. There is the opportunity to align a proposed Community Wealth Building Bill with procurement legislation.



**5. The Scottish Government have a framework contract which reserves opportunities for supported businesses (businesses where more than 50 per cent of the workforce are disabled workers unable to take up work in the open labour market). What is your experience of engaging with this framework as a supported business?**

N/A

**6. How effective are community benefit requirements in procurement contracts, and how appropriate is the £4 million threshold?**

Operating a portfolio of Category B national collaborative frameworks means the threshold is consistently applied to regulated procurements. Over time different models have been introduced to ensure that bidders offering for national frameworks, where extensive sub-lotting can exist, are enabled to contextualise proportionate and relevant community benefits.

Opportunities to embed community benefits require appropriate contract mobilisation and management to ensure that supply chain partners are investing in those outcomes most desirable to contracting authorities. In this regard it is essential that buyers are signposting appropriately within and across departments to optimise economic development and community wealth building opportunities.

These opportunities are most likely to be embedded when the commitment contract is made, and the supplier can quantify offerings against expected spend. Furthermore when the contracting authority has visibility of the sustainable outcomes possible, balancing commercial, social and environmental objectives in the spirit of the legislation. Further latitude has been drafted into national procurements to enable “national” community benefits projects in instances where significant aggregated spend levels are in place and local opportunities for community benefits have not been exhausted.

**7. What is your experience of tendering or bidding for framework contracts and lots within large contracts, are these becoming more prevalent in Scotland, and what is your view on how accessible these opportunities are?**

N/A

**8. What is the administrative burden of complying with procurement regulations in Scotland, and how has this changed since the 2014 Act was implemented?**

There is a significant administrative burden in complying with the Procurement Regulations and set out below are examples of this through different stages of procurement.

### **Tender**

Within a regulated procurement exercise the evaluation of the selection criteria represents a significant investment of time and resource to complete business probity. This is also in direct proportion to the number of bidders. For example, checking of bidder details against companies house, compliance with mandatory and discretionary exclusion grounds and the validity of insurance alongside appropriate due diligence of financial standing, certification requirements and quality and environmental management standards.



The expansion of lotting and sub lotting procurement opportunities, while an important measure to remove barriers to entry, can result in large numbers of bidders. Evaluation methodologies must be carefully crafted to ensure that they are applied fairly, consistently and transparently to those bidding for a single specialist element alongside bidders who may be offering for the entire procurement. This has implications for the number and range of technical award criteria, word count, number of evaluators required and administrative measures to safeguard the appropriate application and recording of scores.

Standstill and award procedures also require a significant investment of time and resource to administer. Ensuring that recommendations for award progress through governance procedures appropriately. Ensuring that the outcome of the procurement is communicated consistently through Regulation 85 procedures while containing the appropriate level of detail is a labour-intensive process.

### **Contract Management**

From a contract management perspective monitoring the performance of the procurement portfolio requires the collection, cleansing and processing of quarterly spend data from c. 1200 suppliers. This data is then used to ensure that commitments made at the point of tender e.g. community benefits, real living wage accreditation etc. have been met or as a prompt to enter further discussions. Running contract maintenance with annual checks that relevant documentation remain in place requires significant administrative activity e.g. insurance, certification etc. Negotiation of price variance procedures, running cost impact analysis, assessing market conditions, updating and communicating pricing details through electronic catalogues etc. Request to assign framework placings or respond to other methods of corporate restructuring as well as assess new entrants to Dynamic Purchasing Systems or continually open flexible framework agreements (light touch regime) are impactful also.

Since the Covid-19 pandemic, Brexit, Russia/Ukraine conflict, Suez Canal blockage and corresponding market volatility many of these activities have been exacerbated/constrained by;

- Higher volumes of price fluctuation requests and negotiations
- Higher volume of request to response to corporate restructuring (termination, withdrawal, assignation)
- Difficulties with insurance markets
- Unpredictable spend and market forecasts
- Bottlenecks in procurement pipelines, prevalence of extensions

### **Reporting**

Essential that the benefits of procurement are quantified through robust contract management and reporting mechanisms. Measures to monitor SMEs awarded onto arrangements, suppliers that pay the real Living Wage and community benefit outcomes are embedded alongside spend and savings summaries. Work is ongoing to embed the reporting of benefit types to broaden the articulation of value and environmental measures are under-represented as part of reporting also. There is also a need to develop qualitative alongside quantitative measures as part of performance management and link this reporting to the classification of contracts in accordance with how they are segmented.

## **9. How can procurement policy in Scotland support the strengthening of local supply chains?**

One way in which this could be achieved is for the public sector to have greater visibility in how the investment with a tier one supplier is shared through a supply chain. The introduction of prompt payment clauses is recognised as providing the second-tier supplier recourse to the contracting authority in instances where payment terms are not being honoured. There is an opportunity to encourage/obligate supply chain reporting of how spend is disseminated further to understand the local and regional implications of investment.

An investigation of supply chain resilience post-pandemic is important to understand whether the volatility experienced has led to an increase in spending with local suppliers. This is closely related to Scottish manufacturing capabilities through supply chain development initiatives and the proliferation of “green” jobs required to deliver Net Zero 2045. Wider analysis into the appetite for public sector contracts i.e. the proportion of businesses registered on PCS and the proportion actively tendering for opportunities is required.

Alongside this would be a definition of “local”. Global and national organisations can deliver stronger local supply chains. Regional arrangements can strengthen local supply chains across local authority boundaries. It would also be useful to distinguish between local supply chains and SMEs as these often become conflated.

## **10. What are the opportunities to reform procurement in Scotland following the UK’s exit from the European Union?**

Set out below are views on further opportunities to reform procurement in Scotland.

- Review exclusionary grounds in relation to serious and organised crime to give contracting authorities greater powers to act upon intelligence shared by Police Scotland or relevant regulatory/certification bodies.
- Guidance on the apportionment of risk in contracting, public sector risk averse and insurance levels not always adjusted appropriately – equally greater dialogue on setting of liability caps and market ability to respond on that basis.
- Review the maximum duration of framework agreements, and the drivers and parameters for this to facilitate greater supply chain commitment to the delivery of longer-term social impact. Consider mechanisms to increase the flexibility of framework agreements so easier to open/admit new entrants.
- Support for contracting authorities to trail wider use of procurement routes.
- Support for contracting authorities to have greater flexibility in the application of post tender negotiation to maximise commercial outcomes in view of the significant and sustained budgetary pressures.
- Delivery of a central repository of documentation for supply chain selection criteria and contract management processes to ease the administrative burden for all stakeholders. Furthermore, optimise the uptake of the functionality of the PCS/PCS-T systems to ensure bidders are pre-populating their supplier profile.

- Better support the supply chain to offer relevant and proportionate social outcomes and develop qualitative mechanisms of recording impact. This could be achieved through consultation, signposting to economic development departments or the creation of a library of national/local community benefit objectives.
- Support for contracting authorities to segment procurement opportunities based on influenceable spend in recognition that ambitious commercial, social and environmental outcomes cannot be delivered wholesale for every exercise.
- Develop guidance on the establishment of baseline carbon measures and how KPIs should be introduced to monitor progress towards Net Zero for both direct and indirect emissions.
- Investigation of supplier engagement and appetite for public sector contracting opportunities, proportion of supply chain registered and competing for public sector contracts and eliciting feedback from the market on why not registered or not tendering.
- Mechanism to obligate awarded bidders to share supply chain data in relation to sustainable outcomes and also to understand access of wider supply chain to public sector contracts.
- SPPN 1/2022 has implications for Local Government, who were restricted from taking “non-commercial matters” into consideration relative to section 17 of the Local Government Act 1988. Consideration whether this should be taken into account to ensure consistency across the public sector.
- Clarity on whether lots within frameworks can be “reserved” for supported business as opposed to the entire procurement as appears to be the case set out in Reg 21 of the 2015 Regs. It may also be useful to consider the definition of “supported businesses” more generally. For example, whether the EU definition best reflects those organisations operating in Scotland.



**Scotland Excel****To: Executive Sub-Committee****On: 20 October 2023****Report by:  
Chief Executive of Scotland Excel****Operating Plan Update 2023-24****1. Summary**






- 1.1 In December 2022, Scotland Excel's Joint Committee approved a new five-year corporate strategy outlining the organisation's business goals and priorities from 2023-2028.
- 1.2 The strategy was developed around five corporate goals, agreed with stakeholders, which influence all aspects of Scotland Excel's work:
  - Journey towards a net zero Scotland.
  - Drive for efficiency to support the financial sustainability of local public service.
  - Community wellbeing with equal access to services, economic development and fair work jobs.
  - Resilient supply chains that maximise opportunities for Scottish businesses and the third sector.
  - Advancement of skills to deliver Scotland's economic transformation.
- 1.3 The strategy is supported by annual operating plans. A plan covering the period from 01 April 2023 to 31 March 2024 was also approved at December's Joint Committee meeting. This paper presents an update on operating plan activity that has taken place between 01 July and 30 September 2023.
- 1.4 Since approval, further discussions with senior local authority stakeholders have indicated that one of the five corporate goals – the drive for efficiency to support the financial sustainability of local public service – should be prioritised during 2023-24 and for the foreseeable future.
- 1.5 In response, Scotland Excel has been working to understand how it can grow and accelerate deliverables against this key goal. Activity has focused on implementing plans to increase savings and deliver other financial

opportunities for local authorities. A dedicated team has been established to manage this work.

- 1.6 As a result, a small number of actions within the plan will begin later in the financial year rescheduled within a future operating plan. These adjustments are being considered alongside the development of the operating plan for 2024-25 and, will be presented to the Executive Sub-Committee in November 2023.

## 2. Background

- 2.1 Progress reports are produced quarterly to track Scotland Excel's activity against operating plan commitments. Reports are produced at the end of each quarter and submitted to Executive Sub-Committee meetings. The most recent quarterly report is also submitted to Joint Committee meetings with updates noted.
- 2.2 The reports summarise the progress made against operating plan commitments and uses a 'traffic light' symbol to provide a guide to the status of each activity.

	Project or activity not yet started
	Project or activity is currently stalled or significantly behind schedule
	Project or activity is progressing at a slower pace than anticipated and/or results have been weaker than expected
	Project or activity is progressing in line with expected/agreed timelines and results
	Project or activity completed

## 3. Recommendations

- 3.1 The members of the Executive Sub-Committee are invited to note Scotland Excel's progress in delivering the actions contained within the operating plan for 2023-24.








# Operating Plan






2023 – 2024

Q2 Progress Report






## Value delivery: procurement & commissioning

Action	RAG status	Progress summary
<ul style="list-style-type: none"> <li>Implement refreshed category strategies to inform the development of contract delivery plans and market shaping activities.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel has refined category strategies to prioritise one of three aspects of value that can be achieved by each framework. Each contract strategy will now prioritise value according to savings, social outcomes or environmental improvements.</li> </ul>
<ul style="list-style-type: none"> <li>Review and refresh Scotland Excel's approach to contract delivery planning, extending the visibility of the decision-making and delivery process over a longer timeframe to support contract utilisation.</li> </ul>		<ul style="list-style-type: none"> <li>Improvements to Scotland Excel's contract delivery planning process are underway which will increase the predictability of framework delivery timelines.</li> </ul>
<ul style="list-style-type: none"> <li>Review and refresh Scotland Excel's approach to key supplier management (KSM) and contract and supplier management (CSM) to identify further savings and efficiency opportunities for members.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel is evolving a new approach to KSM/CSM informed by recent negotiations with key suppliers as part of the drive to deliver further savings and efficiencies for members. Contract and supplier management continues across the portfolio, with ongoing improvements being integrated into these activities.</li> </ul>
<ul style="list-style-type: none"> <li>Continue to develop and deliver savings projects to maximise the commercial value returned to members through optimal use of our frameworks.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel continues to focus on the drive for commercial value as the priority goal required by members during 2023-24. A dedicated savings team is now fully up and running, with robust planning, delivery and communications processes in place. A number of savings have been delivered, particularly within the food portfolio, and other opportunities being explored include purchase card rebates and occupational health.</li> </ul>
<ul style="list-style-type: none"> <li>Develop and deliver a methodology for assessing and presenting the total value of membership including framework savings, rebates, community benefits, service delivery, skills development, and other benefits.</li> </ul>		<ul style="list-style-type: none"> <li>Initiatives to deliver savings and commercial value for local authorities have been prioritised under this work stream. Work has commenced on aligning contract segmentation with value type – economic, social, environmental. This will establish baseline metrics for performance management.</li> </ul>








<ul style="list-style-type: none"> <li>Continue to support local economic development through identifying and promoting supply chain opportunities for Scottish businesses.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel exhibited at the Meet the Buyer North event in September 2023, and continues to work closely with Supplier Development Programme (SDP) to promote opportunities for Scottish businesses. Scotland Excel has been working with Scottish Enterprise and the Scottish Government to explore future procurement solutions for low carbon heating and energy efficiency with the potential to drive new supply chain opportunities by seeding investment in Scottish businesses.</li> </ul>
<ul style="list-style-type: none"> <li>Develop and deliver an action plan to monitor payment of the Real Living Wage by suppliers, providing reports to members which enable them to evaluate and select suppliers on this basis.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel is continuing to monitor payment of the Real Living Wage by suppliers, and an action plan to provide reports to members will be developed later in the financial year.</li> </ul>
<ul style="list-style-type: none"> <li>Implement actions from Scotland Excel's net zero strategy, via a whole organisation approach, to support our members' net zero journey.</li> </ul>		<ul style="list-style-type: none"> <li>A multi-disciplinary delivery group has been established to oversee the implementation of Scotland Excel's net zero action plan. The group is also establishing methods for reporting progress on the delivery of the strategy.</li> </ul>
<ul style="list-style-type: none"> <li>Continue to work with cross-sector partners to develop positive carbon impact initiatives linked to procurement activities.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel continues to work closely with partners on carbon reduction initiatives. Exploration of three opportunities is underway for district heat networks, electric vehicle charging concession models, and rural mobility. Scotland Excel is also delivering cross-sector training initiatives including 'Sustainable Procurement Tools Peer-2-Peer Learning' sessions. A 'Procuring a More Sustainable Future for People and Planet' masterclass session is being developed in partnership with the Improvement Service and Scottish Government.</li> </ul>
<ul style="list-style-type: none"> <li>Monitor, respond to, and report on national policy changes that affect Scotland Excel's procurement portfolio, including the National Care Service, contributing to policy discussions where appropriate.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel has responded to a 'call for views' from the Scottish Parliament's Economy and Fair Work Committee on the performance of Procurement Reform Act. Participation in National Care Service (NCS) forums and meetings is ongoing, and Scotland Excel is contributing to a workstream which will help to shape procurement and commissioning within the NCS.</li> </ul>







## Value delivery: services







Action	RAG status	Progress summary
<ul style="list-style-type: none"> <li>Explore alternative business models to support sustainable growth and reduce reliance on membership fees.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel will explore alternative business models to support sustainable growth later in the financial year. Existing revenue generating activities continue to be closely monitored to ensure they meet budget targets.</li> </ul>
<ul style="list-style-type: none"> <li>Continue to grow and develop procurement capability projects, initiative and services for members including support for the next tranche of Procurement &amp; Commercial Capability Services (PCIPs).</li> </ul>		<ul style="list-style-type: none"> <li>Council consultancy projects have been progressing well, and demand for flexible procurement services continues to grow. Twenty-three councils are scheduled to take part in Procurement &amp; Commercial Capability (PCIP) assessments which will take place between October 2023 and March 2024. A series of workshops has been launched to help councils prepare for their assessment.</li> </ul>
<ul style="list-style-type: none"> <li>Implement Scotland Excel's business development strategy to increase demand for services and grow associate membership.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel continues to grow its associate membership. In Q2, six new member applications were approved, including four housing associations, which contributes a total of £8,355 in annual fee income. In addition to fees, associate members are generating significant income through chargeable services and rebates.</li> </ul>
<ul style="list-style-type: none"> <li>Develop and implement plans to deliver Scotland Excel's new Academy strategy, based on a sector training needs analysis and recognising member requirements for affordable training options.</li> </ul>		<ul style="list-style-type: none"> <li>The implementation of the Scotland Excel Academy strategy is progressing well. New lower-cost, shorter-duration leadership and management programmes were launched in the summer, and a new tranche of short courses delivered through the Scottish Government's procurement and commercial training framework has been announced for 2024.</li> </ul>
<ul style="list-style-type: none"> <li>Continue to explore the development of progressive, sustainable learning pathways, working with educational and/or cross-sector partners to address skills gaps, support career development, and attract new entrants to procurement</li> </ul>		<ul style="list-style-type: none"> <li>The Academy and the Scottish Procurement &amp; Property Directorate have initiated discussions with City of Glasgow College and Glasgow Caledonian University to establish a life-long procurement learning pathway across modern apprenticeships, vocational qualifications, higher national certificates and diplomas, and graduate apprenticeships.</li> </ul>




## Value delivery: partnerships

Action	RAG status	Progress summary
<ul style="list-style-type: none"> <li>Develop and implement a Scotland Excel partnership strategy which sets out objectives and plans for key partner relationships, assigns ownership, and prioritises activities that support the delivery of our five-year strategy.</li> </ul>		<ul style="list-style-type: none"> <li>The development of Scotland Excel's partnership strategy will begin later in the financial year. In the meantime, all strategically important partnership relationships continue to be managed effectively by relevant staff.</li> </ul>
<ul style="list-style-type: none"> <li>Continue to build and develop relationships with the Scottish Government and Centres of Expertise to support the delivery of cross-sector procurement projects and programmes.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel is continuing to work closely with the Scottish Government and other Centres of Expertise on a range of initiatives including social care, net zero, supply chain opportunities, and training and development.</li> </ul>
<ul style="list-style-type: none"> <li>Continue to develop and deliver projects and activities with local government partners including COSLA, CIPFA Local Government Finance Directors, Solace, the Improvement Service, and the Digital Office for Scottish Local Government that benefit our mutual stakeholders.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel exhibited at the CIPFA Scotland Conference in September, and met with their local government finance group to discuss funding proposals for 2024-25. Scotland Excel has also been working closely with Solace and the Improvement Service on collaborative procurement opportunities arising from transformation plans which were launched at the Solace Conference in September.</li> </ul>
<ul style="list-style-type: none"> <li>Implement Scotland Excel's third sector engagement strategy in support of local community wealth-building, helping them to reduce costs through associate membership where appropriate.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel continues to encourage third sector organisations to join as associate members. Discussions have been taking place with social care providers following distribution of a leaflet on the benefits of membership to this sector. Plans are underway for a supported business event in November which will be attended by the Minister for Community Wealth and Public Finance.</li> </ul>
<ul style="list-style-type: none"> <li>Continue to build relationships with education and academic partners to support the delivery of Scotland Excel's new Academy strategy.</li> </ul>		<ul style="list-style-type: none"> <li>The Scotland Excel Academy is liaising with the Scottish Procurement &amp; Property Directorate and Glasgow Caledonian University to scope a graduate apprenticeship in business management with procurement. This partnership is also exploring the development of a life-long procurement learning pathway which recognises prior learning.</li> </ul>






## Strategic enablers

Business Area	Commitment	RAG status	Progress summary
Corporate, Finance & ICT	<ul style="list-style-type: none"> <li>• Provide legal and financial support for exploring new business model options.</li> </ul>		<ul style="list-style-type: none"> <li>• Options for implementing new business models will be explored later in the financial year.</li> </ul>
	<ul style="list-style-type: none"> <li>• Develop a methodology and tool for monitoring and managing all rebates due from Scotland Excel frameworks.</li> </ul>		<ul style="list-style-type: none"> <li>• Policy and procedure are being updated to underpin the development of a rebate modelling, mobilisation and management tool. This will focus on centralised, automated spend validation to inform rebate and contract management activities.</li> </ul>
	<ul style="list-style-type: none"> <li>• Monitor the effectiveness of Scotland Excel's hybrid working policy, proposing improvements which will benefit customers and staff.</li> </ul>		<ul style="list-style-type: none"> <li>• Scotland Excel's hybrid and flexible working policies continue to work well. Staff recently took part in a survey to measure the effectiveness of an optional 'nine-day fortnight' working pattern introduced in January 2023. 98% of respondents reported that this had benefited their work-life balance.</li> </ul>
	<ul style="list-style-type: none"> <li>• Implement a new five-year ICT strategy to support staff efficiency and increase digital delivery for customers.</li> </ul>		<ul style="list-style-type: none"> <li>• A new five-year ICT strategy will be developed later in the financial year. The ICT team are currently focusing on the roll out of SharePoint to enhance information access and management.</li> </ul>
	<ul style="list-style-type: none"> <li>• Continue to strengthen Scotland Excel's data management and reporting capability across a range of value measurements.</li> </ul>		<ul style="list-style-type: none"> <li>• Scotland Excel is continuing to improve data management and reporting, including looking at ways to optimise the data lifecycle for both tender and contract management. A financial sustainability monitoring report for the care home sector is being developed with input from key stakeholders.</li> </ul>
	<ul style="list-style-type: none"> <li>• Consider options for a future business intelligence strategy.</li> </ul>		<ul style="list-style-type: none"> <li>• Work is underway to develop a business intelligence strategy, including research on the strategies adopted by peer organisations. The structure and content of the strategy have been agreed, and early drafts are being considered with a view to presenting the final document to the Executive Sub-Committee in January 2024.</li> </ul>

	<ul style="list-style-type: none"> <li>Consider options for reducing Scotland Excel's carbon footprint.</li> </ul>		<ul style="list-style-type: none"> <li>Options are being considered as part of the net zero action plan which involves staff from across the organisation.</li> </ul>
Organisational Development	<ul style="list-style-type: none"> <li>Implement Scotland Excel's people strategy and Investors in People plan by embedding personal development plans that supports organisational performance and individual career goals.</li> </ul>		<ul style="list-style-type: none"> <li>Personal Development Plans (PDPs) are now in place for employees in line with Scotland Excel's people strategy. A mid-term assessment of Scotland Excel's Investors in People (IiP) accreditation will take place in Q3/4 to identify any development actions required before the full assessment in March 2025.</li> </ul>
	<ul style="list-style-type: none"> <li>Develop an approach to succession planning which to support career development and create a steady pipeline of talent at all levels.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel's approach to succession planning will be developed later in the financial year.</li> </ul>
	<ul style="list-style-type: none"> <li>Build on Scotland Excel's commitment to training, ensuring all staff have the opportunity to acquire the skills required for the delivery of the new five-year strategy such as commercial acumen and climate change literacy.</li> </ul>		<ul style="list-style-type: none"> <li>An annual training plan has been developed to meet requirements identified within employee Performance Development Plans (PDPs). Scotland Excel staff have access to a wide range of online and in-person training opportunities promoted via the staff intranet.</li> </ul>
	<ul style="list-style-type: none"> <li>Continue to develop and improve resources which support recruitment, induction and retention through a seamless and supportive employee journey.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel employee journey continues to be improved across the four key stages of pre-employment; recruitment, selection and induction; employee experience; and leavers experience. A manager journey is being created to support their development as leaders.</li> </ul>
	<ul style="list-style-type: none"> <li>Research and explore options for developing an employment and training strategy that supports new entrants to public procurement.</li> </ul>		<ul style="list-style-type: none"> <li>Several projects and activities are underway which will inform an employment and training strategy for new entrants. These include the implementation of a Chartered Institute of Purchasing &amp; Supply (CIPS) self-study support programme, partnering the development of a Graduate Apprenticeship; and exploring opportunities to develop a life-long learning pathway which recognises prior learning from apprenticeships and qualifications.</li> </ul>

Engagement & Communication	<ul style="list-style-type: none"> <li>Support the development and implementation of Scotland Excel's partnership strategy, including the use of stakeholder mapping and competitor modelling tools across the organisation.</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel's partnership strategy will be developed later in the financial year.</li> </ul>
	<ul style="list-style-type: none"> <li>Implement the recommendations of Scotland Excel's value project to articulate and demonstrate the value of membership to customers</li> </ul>		<ul style="list-style-type: none"> <li>Scotland Excel's value project is ongoing, with performance management metrics and savings taking precedence. Annual Value Reports are being prepared for each council and will be published in Q3.</li> </ul>
	<ul style="list-style-type: none"> <li>Re-establish a customer satisfaction survey programme, and baseline satisfaction rates for future improvements.</li> </ul>		<ul style="list-style-type: none"> <li>To provide meaningful benchmarks, the new customer satisfaction survey programme will be established when changes made as part of the 2023-24 operational plan have had time to embed.</li> </ul>

## Report Key

	Project or activity not yet started
	Project or activity is currently stalled or significantly behind schedule
	Project or activity is progressing at a slower pace than anticipated and/or results have been weaker than expected
	Project or activity is progressing in line with expected/agreed timelines and results
	Project or activity completed

Report issued: October 2023