

Minute of Meeting Scotland Excel Chief Executive Officers Management Group

Date	Time	Venue
Wednesday, 24 May 2023	10:00	Remotely by MS Teams,

Present

Angela Scott, Chief Executive (Aberdeen City Council); Annmarie O'Donnell, Chief Executive (City of Glasgow Council); Greg Colgan, Chief Executive (Dundee City Council); Alan Russell, Chief Executive (Renfrewshire Council) and Craig Fergusson (South Lanarkshire Council).

Chair

Alan Russell, Chair, presided.

In Attendance

H Carr, Director of Strategic Procurement, S Brannagan, Director of Customer and Business Services, E Hay and M Mitchell (both Strategic Programme Managers), S Christie, Commercial Programme Manager, L A Campbell, Academy Tutor, D Pettigrew and L Muir (both Category Managers), L Campbell, Customer Services Manager, N Hyde, Project Manager and K Forrest, Office Manager (all Scotland Excel); and L Mitchell, Managing Solicitor (Contracts & Conveyancing), D Low, Democratic Services Manager and K O'Neill, Assistant Democratic Services Officer (all Renfrewshire Council).

Apologies

Eddie Fraser, Chief Executive (North Ayrshire Council) and Cleland Sneddon, Chief Executive (South Lanarkshire Council).

Conflicts of Interest

There were no conflicts of interest intimated prior to the commencement of the meeting.

1 Minute

There was submitted the Minute of the meeting of the Chief Executive Officers Management Group (CEOMG) held on 16 March 2023.

DECIDED: That the Minute be approved.

2 Chief Executive's Update Report

There was submitted a report by the Chief Executive of Scotland Excel providing an update on key developments within Scotland Excel since the meeting of the CEOMG held on 16 March 2023.

The report provided detailed updates on Scotland Excel's framework portfolio; the contract delivery plan; the Savings Opportunities Project; the Scotland Excel Academy; projects being undertaken with member councils and associate members; new associate members and the Scotland Excel Supplier Awards and Annual Conference.

The report advised that the National Shared Digital ARC project had experienced some delays in tender release due to the complex nature of terms and conditions and cyber security requirements. The team was engaged in several projects with partners in Scottish Local Government Digital Office. Due to the complexity of migration to this system by councils a phased approach over a period of 18 to 24 months would be used. The National Shared Digital solutions would be used across all 32 councils in Scotland, and progress on this would be reported to a future meeting of this Group.

DECIDED:

(a) That the report be noted; and

(b) That information on the timescale for National Share Digital ARC, which would detail which councils were joining when, be provided to members of this Group.

3 Presentation - Update on Savings Projects

M Mitchell, Strategic Programme Manager and S Christie, Commercial Programme Manager gave a presentation providing an update, as at May 2023, on savings opportunities and highlighted possible changes across 12 frameworks to achieve these.

The presentation also provided information on potential for national work on transactional activity, payment terms and faster, more efficient processing; development of deeper understanding of emerging needs from the Climate Change

agenda, economic recovery and skills shortage; and comparisons with Four Nations and London on collaborative potential.

DECIDED: That the presentation be noted.

4 **Contract Standing Orders**

There was submitted a report by the Chief Executive of Scotland Excel relative to additional wording to be added to member authority's Contract Standing Orders (CSOs) around collaboration.

DECIDED: That consideration of the report be carried forward to a future meeting of the CEOMG to allow consultation on the proposals via the Society of Local Authority Chief Executives (SOLACE) at the meeting scheduled to be held in August 2023.

5 **Presentation: Care Update**

E Hay, Strategic Procurement Manager, gave a presentation providing updates on social care which included information around the pay uplift and the annual fee review; children and family care; adult social care; and the National Care Service.

DECIDED: That the presentation be noted.

Sederunt

Greg Colgan left the meeting during consideration of the following item of business.

6 **Presentation - The Academy**

L Campbell, Scotland Excel Academy Tutor, gave a presentation providing updates on developments in the Academy Learning and Development Strategy which supported members requests for lower priced and shorter duration development programmes and workshops.

The presentation identified measures the refreshed strategy would create including a new nationally recognised procurement pathway for the public sector which was fully aligned to the Scottish national procurement development framework and the Scottish Qualification Authority.

DECIDED: That the presentation be noted.

7 **Date of Next Meeting**

DECIDED: That it be noted that the next meeting of this Group would be held at 10.00 am on 9 August 2023.