

## **Scotland Excel**

**To: Chief Executive Officers Management Group**

**On: 28<sup>th</sup> August 2019**

### **Directors Update Report**

#### **1. Introduction**

The purpose of this report is to provide the group with an update on key developments within Scotland Excel since the last meeting of the Chief Executive Officers Management Group on 15<sup>th</sup> May 2019.

#### **2. Summary**

Since the group last met there have been a number of new developments:

##### **2.1 Digital Office update**

###### **2.1.1 Social Care Case Management System**

The tender for the social care case management framework has been issued. Tenders are currently being evaluation with technical and practitioner input from colleagues across councils.

###### **2.1.2 Information Gathering**

The purpose of this tool is to afford a comparison of spend across councils. A second round of contact with council's ICT and Transformation leads took place during June 2019, the rate of information submitted has since improved considerably.

This project will deliver

- A transparent real time view of the cost of systems support and maintenance in Scotland's councils and in total.
- An age profile of systems in use and information relating to capabilities passed to the Common Platforms project.
- Where appropriate a pre-procurement strategy for systems which might benefit from collaborative procurement.
- Sector based systems procurement to exploit market opportunities subject to prioritisation, approval and council participation.
- Embed key supplier management programmes to foster strategic relationships.

## 2.2 Scottish Government Funded projects

### 2.2.1 Care & Support

Work on a national flexible framework for Care & Support has continued with various parts of the framework being developed by a smaller technical group which was established to assist in the development of the procurement documents. This work is now completed, and the outputs were shared with the wider User Intelligence Group (UIG) on August 12<sup>th</sup>.

The Adult Care team are working to the following timeline:

Activity	Target date
Issue Framework Notice	20th September 2019
Provider tenders returned	Nov / 1 / 2019 (6 weeks)
Evaluation process	4/11/19 – 13/12/19 (6 weeks)
Scotland Excel Executive Sub Committee	24/01/2020
Award process	24/1/2020 – 6/2/2020
Framework goes live	17/2/2020
Mobilise framework	January – March 2020

### 2.2.2 Early Learning & Childcare

The guidance produced by Scotland Excel was published by Scottish Government and COSLA in April this year.

Three guidance documents were published covering:

- Guidance on Business Sustainability;
- Guidance for Setting Sustainable Rates from August 2020; and,
- Transition Options Guidance on Contracting.

In order to support local authorities to utilise the guidance, Scotland Excel will be offering a full day session for each Regional Improvement Collaborative (RIC) area.

Work is underway on model terms and conditions and template tender documentation for use in local authorities. This will be available from Autumn 2019.

### 2.2.3 Affordable Housing

Scotland Excel are working with Scottish Government to shape the future programme and will continue to support the PCIP requirements of the sector.

#### Summary highlights since the last report: -

- Scotland Excels contract for new build housing has been approved by the Executive Subcommittee and is currently in the standstill period. The team continues to engage with councils and housing associations to raise awareness of the new contract.

- Shettleston Housing Association are in the process of becoming an associate member in order to access the new build housing framework.

## 2.3 Care Services

### 2.3.1 Care Homes for Older People

Following operational responsibility of the National Care Home Contract (NCHC) transferring to Scotland Excel, Scotland Excel has consulted with councils / partnerships, and have set out a prioritised programme of work to revise and update the NCHC and all related documents. This work is scheduled to begin after the conclusion of settling the outstanding elements of the Care Cost Model©. The time scale for the reporting on the final Care Cost Model© discussions remains the end of September 2019.

### 2.3.2 Care Homes for Adults with Learning Disabilities Including Autism

The recommendations for this framework were approved by the Scotland Excel Executive Sub Committee on 26 August 2019. The renewal has been developed as a flexible framework agreement with 23 providers and 50 care homes recommended for award.

This framework aims to maximise collaboration and provide local authorities with a wide choice of high quality, person-centred services which focus on the best outcomes for adults with learning disabilities including autism.

Scotland Excel will undertake an extensive mobilisation of the Care Homes for Adults with Learning Disabilities Including Autism framework incorporating mobilisation events and guidance and template documents.

### 2.3.3 Children's Residential Care and Education with Short Breaks

This Flexible Framework Agreement allows new care providers to be added to the framework in years two and three. The process of inviting new providers to join the framework is due to commence in September 2019.

For existing provider, the terms of Flexible Framework Agreement allow for fee reviews to be submitted by 30 January 2020. Providers have reported concerns regarding the recent public sector and teachers pay increase and it is anticipated that this cost pressure will feature heavily during the fee review process.

Scotland Excel are carrying out individual local authority impact analysis modelling using the management information and will be engaging the User Intelligence Group in advance of January 2020 to seek an acceptable position.

### 2.3.4 Secure Care Service

The current contracts for secure care expire on 31 March 2020 and work is underway to agree the new contractual arrangement which will follow.

The Pathways and Standards workstream of the Secure Care Strategic Board<sup>1</sup> developed draft secure care standards for Scotland. The standards will fully align with national health and social care standards and it is planned that they will be implemented over the next 12-18 months.

<sup>1</sup> <https://www.gov.scot/groups/secure-care-strategic-board/>

The cost to providers to implement the standards, in addition to the public sector pay and teacher pay cost pressures is expected to feature in the renewal tender.

## 2.4 The Scotland Excel Academy

The Academy is delivering 3 procurement cohorts, 7 leadership & management cohorts and 3 project management cohorts with 206 active learners across 25 councils and 14 public-sector organisations.

A further 7 cohorts are scheduled and are being marketed to our community, including the launch of the new Business Analysis, Decision Making and Innovation programme in October 2019 – this programme strives to address a national shortage of business analysts.

The Academy is hosting **Coaction 2019** on 22 August bringing together 50 people from the learning & development, organisational development and procurement communities across the Scottish public-sector.

This is a co-branded Scottish Government/Academy event to scope how we can collaborate to address our national development needs, with the intention of sharing resources and expertise across collaborative pathways.

**Coaction 2019** is informed with outcomes from our public-sector research survey.

The Academy intends to apply to become a SCQF credit rating body. This will allow Scotland Excel to award nationally recognised qualifications to learners on bespoke programmes. These programmes will be aligned to the national development framework and therefore will support the development needs of the Scottish public sector.

## 2.5 New Build Housing

The recommendations for this framework were approved by the Scotland Excel Executive Sub Committee on 2 August 2019 and the contract is due to go live on 26 August 2019.

The framework was tendered under a restricted procedure. The first stage was released in December 2018; of the 30 bids received 28 were taken through to stage two. The second stage was released in March 2019 and 21 compliant bids were received and evaluated.

Nineteen suppliers will be awarded to the framework, 13 of whom are SMEs, across 5 lots and the 32 geographical council areas. Alongside benchmarked savings of 2.8%, a wide range of sustainability and social benefits have been incorporated into the arrangement including: a flexible specification based Housing for Varying Needs, carbon emission considerations, community benefits (based on employment and training to address specific gaps in the construction sector), fair work practice considerations and fair payment practices for sub-contractors. In addition, the framework will also support the use of project bank accounts. All contractors have committed to using social enterprises and supported businesses.

Scotland Excel will undertake an extensive mobilisation of the New Build Residential Construction framework incorporating local mobilisation events and numerous guidance and template documents.

## **2.6 Update on the Contract Plan and Contracts approved since May 2019**

There are 68 current frameworks in the Scotland Excel contract portfolio, with 6 of these frameworks to be renewed before 31 March 2020. It is also planned that a further 8 new frameworks will be added to the contract portfolio by 31 March 2020. Four of these new frameworks are being coordinated through the operational supplies and services team.

Sixteen of the frameworks on the current portfolio have extension options that are likely to be exercised in 2019/2020 with nine of these extensions already approved.

The overall efficiencies across the whole portfolio is running at 3.4% compared to the 2.5 % forecast range. This figure will continue to be monitored throughout 2019/ 2020

The following contracts have been approved at Executive Sub Committee since May 2019:

### **Bikeability Scotland Training Providers**

Bikeability Scotland is a cycle training programme, usually delivered in schools between P5 and S2, that teaches children to cycle safely, to learn how to deal with traffic and gets children excited about cycling. It's the modern-day form of cycling proficiency, This Dynamic Purchasing System enables the delivery Bikeability Scotland Training by a range of compliant service providers.

### **Asbestos related works and services**

This framework enables members to effectively manage planned, ad hoc and emergency asbestos related requirements in all council owned property such as housing stock and civic buildings.

### **Supply & Delivery of Alcoholic & Associated Beverages**

This framework provides a mechanism for local authorities to procure a range of alcoholic & associated beverages including, but not limited to, draught and packaged beer and cider, wines, spirits, ready to drink alcoholic beverages (RTD's) and soft drinks & mixers.

### **New Build Residential Construction**

This framework provides councils, housing associations and other associate members with a mechanism to procure a range of residential properties from contractors, including all enabling and ancillary works and services. It is primarily focused on the delivery of affordable houses, bungalows and flats, but also allows for the delivery of other residential properties such as sheltered housing, student accommodation and mixed tenure properties.

### **Care Homes for Adults with Learning Disabilities (CHALD)**

This framework seeks to encourage innovative approaches to promoting choice and control, increasing life choices and improving lifestyles for adults with learning disabilities. A key element includes supporting people to maintain or develop links with their preferred communities.

### **Community Meals**

This framework provides a wide variety of nutritionally balanced, good quality, affordable meals which will be delivered to people in their own homes, community venues and council premises.

**Fresh Bread and Rolls**

This framework provides a mechanism for local authorities to procure a range of fresh bread, rolls & bakery products, which includes but is not limited to, brown bread, white bread, pittas, wraps, potato scones, cakes, pastries and baguettes.

**2.7 General update****New Associate Members**

There have been five new associate members since the last CEOMG:

Glasgow West Housing Association  
Cornerstone Community Care  
Scottish Courts and Tribunal Service  
Scottish Police Authority  
Shettleston Housing