

Minute of Meeting Scotland Excel Chief Executive Officers Management Group

Date	Time	Venue
Monday, 06 November 2017	10:00	Scotland Excel Meeting Room 1, Renfrewshire House, Cotton Street, Paisley

PRESENT

Joyce White, Chief Executive (West Dunbartonshire Council); and Annemarie O'Donnell, Chief Executive (City of Glasgow Council).

BY VIDEOLINK

J Orr, Head of Customer and Support Services (Argyll & Bute Council).

BY TELEPHONE

Angela Scott (Aberdeen City Council); Stuart Ritchie, Director of Corporate and Housing Services (Falkirk Council); and Valerie Andrews, Executive Director – Resources, Government and Organisation (South Ayrshire Council).

CHAIR

In the absence of the Chair, Joyce White, the Chair's nominee, chaired the meeting.

IN ATTENDANCE

Julie Welsh, Director, Hugh Carr Head of Strategic Procurement, Stephen Brannagan, Head of Customer and Business Services, Jennifer McKerrall, Christopher Gibson, Procurement Co-ordinator (Policy), and Charlotte Craig, Business Change Project Manager (all Scotland Excel); and Lynn Mitchell, Managing Solicitor (Contracts/Conveyancing) and Elaine Currie, Senior Committee Services Officer (both Renfrewshire Council).

APOLOGIES

Cleland Sneddon, Chief Executive (Argyll & Bute Council); Mary Pitcaithly, Chief Executive (Falkirk Council); Sandra Black, Chief Executive (Renfrewshire Council) and Annemarie O'Donnell, Chief Executive City of Glasgow Council) (for lateness).

ORDER OF BUSINESS

The Chair intimated that to facilitate the conduct of the meeting, item 3 of the agenda would be considered after item 1 of the agenda.

1 MINUTE

There was submitted the Minute of the meeting of the Chief Executive Officers Management Group held on 12 June 2017.

DECIDED:

- (a) That the Minute be approved; and
- (b) That Minutes of this Group be submitted to SOLACE.

2 SCOTLAND EXCEL'S FUTURE GOVERNANCE ARRANGEMENTS: INITIAL CONSIDERATIONS

Christopher Gibson gave a presentation to the group on the initial considerations on Scotland Excel's future governance arrangements which covered the aims of potential revision to Scotland Excel governance arrangements; the options, being (1) the current model, (2) a revised current model with wider powers, (3) adding a trading company under the current model or revised current model and (4) conversion into an arms-length external organisation with a trading subsidiary.

DECIDED:

- (a) That the presentation be noted;
- (b) That the Director of Scotland Excel prepare more detailed business cases on options (1) the current model, (2) a revised current model with wider powers, and (3) adding a trading company under the current model or revised current model and that these be submitted to the next meeting of the Group; and
- (c) That conversion into an arms-length external organisation not be considered further at present.

SEDERUNT

Annemarie O'Donnell entered the meeting during consideration of the following item of business.

3 ANNUAL CONFERENCE AND SUPPLIER AWARDS

Charlotte Craig gave a presentation to the group on the Scotland Excel Conference and Supplier Awards 2018 which covered the objectives of the conference and awards; the supplier award categories; and details of the theme for the conference 'Delivering Better Outcomes'.

It was proposed that commercialisation be included in the Innovation theme; that inclusive growth be included in the Stronger, Fairer, Inclusive theme; that consideration be given to the Sustainability theme and how elected members may view this as meaning procure more locally; that the outline programme be circulated to members of the group. This was agreed.

DECIDED:

(a) That the presentation be noted; and

(b) That commercialisation be included in the Innovation theme; that inclusive growth be included in the Stronger, Fairer, Inclusive theme; that consideration be given to the Sustainability theme and how elected members may view this as meaning procure more locally; and that the outline programme be circulated to members of the group.

4 FIFE PROPOSAL

Stephen Brannagan gave a presentation to the group on the work undertaken by Scotland Excel for Fife Council which included the background to the proposal; strategic commissioning; developing capability and capacity; details of the programme and project portfolio; the challenges and opportunities; and the next steps.

DECIDED:

(a) That the presentation and progress made be noted;

(b) That it be noted that this matter would be taken to the Joint Committee for noting; and

(c) That a progress update be submitted to the next meeting of this Group.

SEDERUNT

Angela Scott and Stuart Ritchie left the meeting prior to consideration of the following item of business.

5 NEW BUILD HOUSING OPPORTUNITY

Jennifer McKerrall gave a presentation to the group on the new build housing opportunity providing background details; national procurement solution benefits; details of the two year proposal; other potential new low carbon projects being district heating and electric vehicle charging.

DECIDED:

(a) That the presentation be noted; and

(b) That Scotland Excel seek funding of £500,000 over two years to develop a national framework for new build housing; £250,000 over two years for a district heating framework; and £140,000 over two years for electric vehicle charging framework.

6 **DIRECTORS UPDATE**

There was submitted a report by the Director of Scotland Excel providing an update on key developments within Scotland Excel since the last meeting of this group held on 12 June 2017.

The report detailed information in relation to LGDT; the Scottish Government projects on social care and housing; the careers event held on 7 March 2017 in Glasgow; contracts approved by the Executive Sub-committee in March 2017; an update on new associate members; the PCIP status and the work being undertaken to contact and meet with Joint Committee members.

In relation to the careers event held in Glasgow, it was proposed that consideration be given to hosting a joint career recruitment event with local authorities. It was noted that candidates were signposted to procurement positions within local authorities.

DECIDED:

(a) That the report be noted; and

(b) That consideration be given to hosting a joint career recruitment event with local authorities.

7 **ANY OTHER BUSINESS**

DECIDED: That it be noted that there were no other items of business for consideration.

8 **DATE OF NEXT MEETING**

DECIDED: That the next meeting of the group be held at 10.00 am on 26 February 2018 in Scotland Excel Meeting Room 1, Renfrewshire House, Cotton Street, Paisley.