

Minute of Meeting Scotland Excel Chief Executive Officers Management Group

Date	Time	Venue
Wednesday, 08 November 2023	10:00	Remotely by MS Teams,

Present

Angela Scott, Chief Executive (Aberdeen City Council); Greg Colgan, Chief Executive (Dundee City Council); Annemarie O'Donnell, Chief Executive (Glasgow City Council); Alan Russell, Chief Executive (Renfrewshire Council) and Cleland Sneddon, Chief Executive (South Lanarkshire Council).

Chair

Alan Russell, Chair, presided.

In Attendance

J Welsh, Chief Executive, H Carr, Director of Strategic Procurement, S Brannagan, Director of Customer & Business Services, J McKerrall (both Strategic Programme Managers), L Campbell, Customer Services Manager, S Christie, Commercial Programme Manager, M Robertson, Marketing and Communications Manager and K Forrest, Office Manager (all Scotland Excel); and M Conaghan, Head of Corporate Governance, P Shiach, Senior Committee Services Officer and K O'Neill, Democratic Services Officer (all Renfrewshire Council).

Apology

Eddie Fraser, Chief Executive (East Ayrshire 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 9 August 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 9 August 2023.

The report advised that since the last meeting, Scotland Excel had focussed on identifying and demonstrating the value that the organisation brought to councils and associate members. The report intimated that in August 2022, the CEOMG approved the launch of a project that would explore additional value added for members and the report provided an outline of the project and the progress made.

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 in partnership with other public bodies and the development of associate membership.

DECIDED: That the report be noted.

3 Scottish Government Management Charge on National Collaborative Frameworks/Contracts from 2023/24

Under reference to item 3 of the Minute of this meeting held on 9 August 2023, there was submitted a report by the Chief Executive of Scotland Excel relative to the decision of the Scottish Procurement and Property Directorate (SPPD) to introduce a Management Charge applicable to selected National Collaborative Frameworks/Contracts from 2023/24. The Director of Procurement had written to all Heads of Procurement on 26 June 2023 to highlight the rationale to support the decision.

The report advised that the letter had raised two specific concerns for Scotland Excel, and these were detailed in the report.

The report indicated that Scotland Excel had been instructed by the CEOMG to explore options to ensure that the proposed arrangements by SPPD delivered best value for local government and these were outlined in the report. further work would need to be

undertaken before responding to SPPD's intended approach to the management charge. This would extend to identifying collaborations with any new or existing partners; and to quantify the scale of the work and resources required for Scotland Excel to undertake any existing or new framework arrangements.

The report intimated that feedback received would be shared with the CEOMG and further discussion with COSLA would be arranged to ensure that sufficient information was provided for discussions.

DECIDED: That the report be noted

4 **Presentation: CE Transformation Group**

There was submitted a presentation by the Chief Executive of Scotland Excel relative to the CE Transformation Group activities.

The presentation provided information on savings discovery in occupational health, insurance, mobile telephony, and waste management.

The presentation also covered the Scotland Excel framework enabling collaboration in relation to contract registers and contract standing orders; the savings team activities and the next steps.

DECIDED: That the presentation be noted.

5 **Presentation; Care Update**

There was submitted a presentation by the Chief Executive of Scotland Excel relative to updates on various aspects of social care. The presentation provided updates on adult social care, children's services, the National Care Service, and fee variations in relation to these services.

Information was provided on residential rehabilitation; care & support; care homes for adults; community meals; telecare equipment; digital ARC; children's secure care; potential new projects; and the National Care Service.

DECIDED: That the presentation be noted.

6 **Meetings of the CEOMG in 2024**

There was submitted a report by the Clerk seeking approval for the proposed dates for meetings in 2024. The current CEOMG procedures in terms of frequency were outlined in the report.

The report proposed that meetings of the CEOMG be held at 10.00 am on Monday 4 March, 3 June, 26 August and 4 November 2024; and that the Group continue to meet remotely using MS teams.

DECIDED:

(a) That meetings of the CEOMG be held at 10.00 am on Monday 4 March, 3 June, 26 August and 4 November 2024; and

(b) That it be agreed that the Group continue to meet remotely using MS teams.

Valedictory

Alan Russell advised that Cleland Sneddon was attending a meeting of the Group for the last time pending his retirement. He thanked Cleland for the invaluable work he had undertaken during his time on the Group.