

## **Scotland Excel**

**To: Executive Sub Committee**

**On: 6 December 2019**

**Report By:  
Director Scotland Excel**

### **Update on the Contract Delivery Plan**

#### **1. Introduction**

This report provides a progress update on the 2019/ 2020 contract delivery plan.

#### **2. Progress to Date**

As detailed in Appendices 1 – 3, the 2019/2020 contract delivery plan comprises framework renewals, new developments, framework extensions and frameworks with ongoing contract management only.

There are 73 current frameworks in the Scotland Excel contract portfolio, with three of these frameworks to be renewed before 31 March 2020 (Appendix 1).

Scotland Excel plans to add a further five new frameworks to its contract portfolio by 31 March 2020 (Appendix 2). The five planned first-generation frameworks include three being coordinated through the operational supplies and services team.

A further 23 of the frameworks on the current portfolio have extension options that are likely to be exercised in 2019/ 2020 with 21 of these extensions already approved (Appendix 3).

The estimated forecast value of the Scotland Excel framework portfolio by 31 March 2020 will be approximately £1.9Billion.

Overall, efficiencies delivered to date in 2019/ 2020 are 2.6%, compared to the 2.5 % forecast range.

In addition to the activity detailed in Appendices 1 -3, Scotland Excel is exploring the benefits of further collaborative procurement across high spend, critical service areas of adult social care and construction.

Scotland Excel is currently evaluating the tender for care and support services. This framework is schedule to go live in February 2020.

An opportunity assessment has been completed and approved for Engineering and Construction Consultancy. Scotland Excel are working with members to undertake the strategy development phase of this procurement and the framework will go live in Autumn 2020.

Work continues in conjunction with the Digital Office, to procure a replacement Social Work Care Case Management system. The award recommendation was approved at the Executive Sub Committee on 22 November and will be mobilised in early 2020.

### **3. Conclusion**

Members are invited to note the progress made to date.

## Appendix 1 - List of contracts to be renewed in 2019/20

Service	Estimated Annual Collaborative Contract Opportunity	Activity	Original Forecast Date	Previous Forecast Date	Delivered Date	Latest Forecast Date if Different	Forecast Savings Range	Delivered Savings Forecast	Comments
Asbestos	12,000,000	Renew	Apr-19	Jul-19	Jun-19		2% - 4%	0.0%	Framework is live
Online School Payments	2,500,000	Renew	Dec-18	Dec-19			2% - 4%		Plan delayed to incorporate additional requirements
Security Services and Cash Collection	12,500,000	Renew	Apr-19	Dec-19	Oct-19		2% - 4%	3.7%	Recommendations approved by Executive Sub Committee on 25 October 2019
Fire and Security Equipment	7,500,000	Renew	Oct-19	TBC			2% - 4%		Plan delayed to conduct a viability study
Building & Timber	15,000,000	Renew	Apr-19	Jun-19	Apr-19		2% - 4%	1.0%	Framework is live
Care Homes For Adults With LD Inc Autism	12,500,000	Renew	May-19	Sep-19	Aug-19		N/A	N/A	Framework is live
Community Meals	4,000,000	Renew	Sep-19		Aug-19		2% - 4%	1.4%	Framework is live
Plumbing and Heating Materials	22,500,000	Renew	Dec-19				2% - 4%	2.1%	Recommendations approved by Executive Sub Committee on 22 November 2019
Secure Care	20,000,000	Renew	Apr-20				N/A		Strategy in development
Electrical Materials	20,000,000	Renew	Apr-20				2% - 4%		Strategy in development
Waste Disposal Equipment	1,250,000	Renew	Apr-20				2% - 4%		Strategy in development
Groceries & Provisions	30,000,000	Renew	May-20				2% - 4%		Tender released



## Appendix 2 – List of new contracts to be developed and delivered in 2019/2020

Service	Estimated Annual Collaborative Contract Opportunity	Activity	Original Forecast Date	Previous Forecast Date	Delivered Date	Latest Forecast Date if Different	Forecast Savings Range	Delivered Savings Forecast	Comments
Social Care Case Management Solutions	7,000,000	New Contract	Nov-18	Oct-19			5.5%	0.0%	Recommendations approved by Executive Sub Committee on 22 November 2019
Care Home Services for Older People	450,000,000	New Contract	Jan-19		Apr-19		N/A	N/A	Scotland Excel took over operational contract management from COSLA on 1 April 2019
Cleaning Equipment (OSS)	2,500,000	New Contract	Apr-19		Mar-19		5.5%	7.5%	Framework is live
Vending Machines (OSS)	1,250,000	New Contract	May-19		Mar-19		5.5%	6.0%	Framework is live
Care and Support	102,250,000	New Contract	Aug-19	Jan-20			N/A		Tender evaluation
Alcoholic Beverages (OSS)	1,250,000	New Contract	Aug-19		Jun-19		5.5%	0.0%	Framework is live
Bikeability Scotland Training Providers (OSS)	300,000	New Contract	Aug-19		Jun-19		N/A	N/A	Dynamic Purchasing System is live
New Build Residential	375,000,000	New Contract	Sep-19		Aug-19		5.5%	2.8%	Framework is live
Swimming Pool Contractors (OSS)	2,000,000	New Contract	Oct-19			Mar-20	5.5%		Strategy in development
Bread and Rolls (OSS)	2,000,000	New Contract	Oct-19				5.5%	10.3%	Framework is live
Legionella And Water Control Services (OSS)	TBC	New Contract	Dec-19			Jun-20	5.5%		Strategy in development
Sheriff Officers (OSS)	1,100,000	New Contract	Dec-19		Oct-19		5.5%	0.0%	Recommendations approved by Executive Sub Committee on 25 October 2019
Lift Maintenance (OSS)	1,250,000	New Contract	Mar-20			Jun-20	5.5%		Strategy in development
Fresh Fruit & Veg (OSS)	6,000,000	New Contract	Apr-20				5.5%		Tender evaluation
Cashless Catering	TBC	New Contract	Apr-20				5.5%		Strategy in development



### Appendix 3 – Contracts with extension options and contract management activity ongoing in 2019/2020

#### Contracts with extension options in 2019/20

Contract Description	Est Annual Value
Bitumen Products	£12,000,000
Bottled Gas (OSS)	£2,000,000
Catering Machines (OSS)	£2,000,000
Customer Service Platform	£3,750,000
Demolition	£16,000,000
Digital Publications and Services	£1,000,000
Domestic Furniture and Furnishings	£20,000,000
Education & Office Furniture	£9,000,000
Education Materials	£17,500,000
Energy Efficiency Contractors	£200,000,000
Fire Safety Products (OSS)	£2,500,000
Frozen Foods	£25,000,000
Laundry Equipment (OSS)	£1,100,000
Library Books & Textbooks	£14,000,000
Outdoor Play Equipment and Artificial Surfaces	£17,500,000
Organic Waste	£12,000,000
Personal Protective Equipment	£10,000,000
Pest Control (OSS)	£1,500,000
Recycle and Refuse Containers	£12,500,000
Steeplejacks Services (OSS)	£1,750,000
Swimming Pool Chemicals (OSS)	£1,250,000
Technology Enabled Care	£6,300,000
Water Coolers (OSS)	£1,500,000

*Contracts which are shaded have been approved for extension*

**Contracts with no renewal or extension activity and contract management activity ongoing in 2019/20**

<b>Contract Description</b>	<b>Est Annual Value</b>	<b>Contract Description</b>	<b>Est Annual Value</b>
Boiler Maintenance	£10,000,000	Power Tools	£681,818
Buildings Related Engineering Consultancy	£10,000,000	Recyclable & Residual Waste	£40,000,000
Catering Sundries	£6,000,000	Road Maintenance Materials	£2,500,000
Children's Residential	£105,400,000	Road Signage Materials	£1,250,000
Commercial Catering Equipment (OSS)	£4,000,000	Roadstone	£5,000,000
Energy Advice (OSS)	£1,000,000	Salt for Winter Maintenance	£16,250,000
Engineering Consultancy	£17,000,000	Social Care Agency Workers	£20,000,000
First Aid Materials (OSS)	£2,000,000	Street Lighting Bulk Renewal of Luminaires	£5,000,000
Fostering	£25,000,000	Street Lighting Materials	£35,000,000
Fresh Meat, Cooked Meats & Fresh Fish	£10,000,000	Trade Materials	£10,000,000
Heavy Vehicles	£40,000,000	Tyres for Vehicles & Plant	£6,500,000
Hot Beverages (OSS)	£1,000,000	Vehicle & Plant Hire	£15,000,000
Janitorial Products	£12,000,000	Vehicle Parts	£12,000,000
Light and Heavy Plant	£10,000,000	Vehicle Purchase RM6060	£15,000,000
Milk	£9,000,000	Washroom Solutions and Sanitary Products	£3,500,000



## Appendix 4 – Expenditure Summary per Council

### Contract Spend and Estimated Savings Report

#### 1. Expenditure/Estimated Savings Summary -Year To Date as at: Q1 (Apr 2019- Jun 2019)



Organisation	Contracts Available	Contracts Used	Participation	Quarter 2		Quarter 3		Quarter 4		Quarter 1		Total			
				Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Actual Spend (£)	Estimated Saving (£)	Forecast Spend (£)	Actual v Forecast %
Aberdeen City Council	79	52	66%	7,870,149	42,700	6,713,019	75,573	6,103,894	69,565	7,607,896	222,328	28,294,958	410,166	35,279,278	80.2%
Aberdeenshire Council	79	59	75%	7,846,578	128,567	8,210,070	121,206	9,731,136	98,585	10,210,380	138,030	35,998,165	486,387	36,338,452	99.1%
Angus Council	79	46	58%	1,348,884	14,547	1,208,801	5,251	1,839,862	14,311	1,723,183	1,944	6,120,730	36,053	7,135,551	85.8%
Argyll & Bute Council	79	50	63%	2,189,038	57,748	2,769,598	36,279	3,120,225	52,577	2,157,677	67,853	10,236,537	214,457	12,307,786	83.2%
City of Edinburgh Council	79	54	68%	7,489,082	46,953	8,328,134	164,866	10,527,809	178,777	11,865,060	64,996	38,210,085	455,592	35,753,935	106.9%
Clackmannanshire Council	79	52	66%	1,172,562	28,604	1,729,565	16,552	2,025,021	16,951	1,727,040	11,530	6,654,189	73,638	9,872,442	67.4%
Comhairle nan Eilean Siar	77	33	43%	307,302	23,802	318,356	22,509	539,976	18,849	440,516	27,889	1,606,150	93,050	4,201,654	38.2%
Dumfries & Galloway Council	79	50	63%	2,110,754	42,763	2,820,701	46,805	3,035,395	103,632	2,989,981	68,388	10,956,832	261,589	11,931,424	91.8%
Dundee City Council	79	45	57%	3,883,459	99,893	4,958,108	93,367	4,124,060	71,936	4,440,047	50,310	17,405,674	315,505	13,865,436	125.5%
East Ayrshire Council	79	52	66%	2,219,166	11,373	2,664,325	42,639	3,485,121	95,650	4,762,886	134,507	13,131,498	284,169	13,334,213	98.5%
East Dunbartonshire	79	54	68%	3,909,878	36,344	3,286,018	33,959	3,009,104	45,988	2,599,051	2,315	12,804,051	118,606	12,707,363	100.8%
East Lothian Council	79	56	71%	2,602,816	44,357	3,261,015	50,463	4,178,589	70,422	3,942,891	28,475	13,985,310	193,718	14,055,711	99.5%
East Renfrewshire Council	79	50	63%	1,310,294	83,704	1,778,060	99,347	3,442,824	146,990	3,259,903	133,944	9,791,081	463,985	11,865,988	82.5%
Falkirk Council	79	57	72%	3,915,706	85,449	4,119,984	124,925	5,960,651	322,361	6,026,410	130,877	20,022,752	663,612	16,390,887	122.2%
Fife Council	79	58	73%	9,140,801	-8,108	10,789,016	104,855	13,056,677	149,668	12,430,583	104,640	45,417,078	351,055	44,315,390	102.5%
Glasgow City Council	79	43	54%	10,138,717	207,355	9,585,084	161,437	9,933,344	258,304	9,170,573	166,312	38,827,718	793,408	50,158,223	77.4%
Highland Council	79	52	66%	3,929,373	90,410	4,441,033	31,852	5,013,809	78,969	3,986,916	129,129	17,371,131	330,359	24,617,825	70.6%
Inverclyde Council	79	56	71%	1,824,675	70,428	1,861,493	52,687	2,091,967	101,574	2,021,190	59,542	7,799,325	284,231	9,530,335	81.8%
Midlothian Council	79	54	68%	2,087,913	73,393	2,245,586	250,488	1,966,712	34,720	2,788,908	488,898	9,089,119	847,498	14,558,687	62.4%
Moray Council	79	48	61%	2,499,632	-9,105	2,443,481	20,194	3,938,538	53,935	3,413,026	46,565	12,294,676	111,589	13,969,585	88.0%
North Ayrshire Council	78	59	76%	4,063,235	73,753	4,388,491	51,045	6,551,320	135,958	4,743,771	33,198	19,746,817	293,955	18,515,621	106.6%
North Lanarkshire Council	79	48	61%	3,844,444	181,351	6,562,764	167,829	8,880,808	197,058	8,623,511	77,407	27,911,527	623,645	25,238,263	110.6%
Orkney Islands Council	75	30	40%	559,200	380	391,713	-2,772	1,039,968	-2,130	658,367	12,021	2,649,249	7,499	3,055,553	86.7%
Perth & Kinross Council	79	51	65%	3,545,754	192,909	4,100,681	186,803	2,763,406	70,625	3,011,570	49,472	13,421,411	499,810	10,176,278	131.9%
Renfrewshire Council	79	60	76%	4,471,030	149,310	5,721,737	117,312	6,364,765	156,073	5,481,778	111,365	22,039,310	534,059	19,851,889	111.0%
Scottish Borders Council	79	54	68%	2,698,299	35,288	2,222,787	-3,501	2,178,033	-9,859	3,378,266	-36,689	10,477,385	-14,761	13,407,483	78.1%
Shetland Islands Council	76	35	46%	759,523	2,435	1,108,233	-13,865	910,858	2,291	807,756	-1,971	3,586,370	-11,110	3,623,440	99.0%
South Ayrshire Council	79	48	61%	3,165,804	42,809	3,367,134	46,952	3,724,530	64,811	3,206,264	32,029	13,463,732	186,601	16,284,726	82.7%
South Lanarkshire Council	79	54	68%	5,216,389	137,709	7,708,907	242,228	8,935,797	217,102	6,422,305	84,612	28,283,398	681,650	37,284,813	75.9%
Stirling Council	79	44	56%	1,803,782	-29,305	1,660,048	-4,112	2,251,705	8,834	2,294,632	-5,882	8,010,167	-30,465	11,841,804	67.6%
West Dunbartonshire	79	58	73%	3,403,037	113,492	4,232,244	120,762	5,616,217	95,455	6,783,448	87,331	20,034,946	417,039	17,354,249	115.4%
West Lothian Council	79	55	70%	4,661,105	31,479	4,795,311	81,960	5,985,628	148,068	7,787,364	35,246	23,229,408	296,753	29,670,131	78.3%
Associate Members	77	52	68%	4,859,524	26,442	5,420,691	19,405	6,712,565	160,451	4,072,821	48,132	21,065,601	254,430	9,465,406	222.6%
Tayside Contracts	77	25	32%	2,767,284	106,561	3,909,554	179,133	4,077,693	249,950	3,018,351	158,017	13,772,882	693,660	12,994,722	106.0%
<b>Totals:</b>				<b>123,615,188</b>	<b>2,235,789</b>	<b>139,121,743</b>	<b>2,744,431</b>	<b>163,118,007</b>	<b>3,478,454</b>	<b>157,854,322</b>	<b>2,762,758</b>	<b>583,709,260</b>	<b>11,221,433</b>	<b>620,954,546</b>	<b>94.0%</b>

#### Notes:

1. Contracts Available - The number of contracts available to members during the full reporting period (inclusive of those contracts that may have expired within the reporting timeframe).
2. Contracts Used - The number of contracts which spend has been recorded against during the reporting period (inclusive of those contracts that may have expired within the reporting timeframe).
3. Actual Spend - Total actual spend (net of saving) on contracts during the reporting period compiled using spend data returns provided by contracted suppliers.
4. Saving - Calculated using the estimated forecast saving percentage figure attributed to each contract as per Executive Sub-Committee reports (or variation thereof subsequently agreed with the customer).
5. Forecast Spend - Estimated total spend anticipated in the reporting period.