

Notice of Meeting and Agenda Scotland Excel Executive Sub-committee

Date	Time	Venue
Friday, 06 December 2019	09:45	City Chambers, Glasgow City Council, 80 George Square, Glasgow, G2 1DU

KENNETH GRAHAM
Clerk

Meeting Details

The meeting will take place at ??? or at the conclusion of the ??? whichever is the later.

Members

Provost Bill Howatson (Aberdeenshire Council); Councillor Angus Macmillan Douglas (Angus Council); Councillor Graham Hutchison (City of Edinburgh Council); Provost Norman A Macdonald (Comhairle Nan Eilean Siar); Councillor Stephen Thompson (Dumfries and Galloway Council); Councillor Altany Craik (Fife Council); Bailie Norman MacLeod (Glasgow City Council); Councillor Alister Mackinnon (Highland Council); Vacant position (North Ayrshire Council); Councillor Paul Di Mascio (North Lanarkshire Council); Councillor John Shaw (Renfrewshire Council); Councillor Amanda Hawick (Shetland Islands Council) and Councillor Collette Stevenson (South Lanarkshire Council).

Councillor John Shaw (Convener): Councillor Paul Di Mascio (Vice Convener).

Further Information

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at <http://renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx>

For further information, please either email democratic-services@renfrewshire.gov.uk or telephone 0141 618 7112.

Members of the Press and Public

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

Items of business

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

5 Amended Contract Delivery Plan Update 5 - 12

Report by Director of Scotland Excel.

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 – 4, 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, of which 12 were planned for renewal throughout the year as outlined in Appendix 1. To date, 6 have been delivered, with Online School Payments and Fire & Security Equipment deferred pending definition of additional scope requirements. The remaining 4 frameworks (Secure Care, Electrical Materials, Waste Disposal Equipment and Groceries & Provisions) will be presented for approval at the Executive Sub Committee by March 31st 2020, with award and mobilisation during April and May 2020.

A total of 15 new frameworks were planned for the year, 9 have been delivered to date, as outlined in Appendix 2. Of the remainder, it is expected that a further 4 award recommendations will be presented the Executive Sub Committee for approval by 31st March 2020. These are Care and Support Services, Swimming pool Contractors, Fresh Fruit and Vegetables and Cashless Catering. Scoping is underway for the 2 remaining opportunities (Legionella and Water Control Services and Lift Maintenance), and subject to participation from member councils, it is expected that award recommendations will be presented to the Executive Sub Committee by the end of May 2020.

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). A number of other frameworks are subject to contract management only, without renewal or extension options required, and these are summarized in Appendix 4.

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 2.7%, compared to the 2.5 % forecast range.

In addition to the activity detailed in Appendices 1 -4, 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 (the local government shared service set up to drive digital transformation across the country), 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.

As outlined in Appendix 5, contract participation levels remain high, with spend levels in excess of 87% against forecast in the 12 months from July 2018 – June 2019. Given the recent framework award of New Build Residential Housing, and the pending award recommendation for Care and Support Services, expenditure across the portfolio is anticipated to continue to rise over the course of next year and beyond.

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		TBC	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		TBC	2% - 4%		Plan delayed to incorporate additional requirements
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		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	Dec-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		Sep-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%	Framework is live
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
Building Related Professional Services	20,000,000	New Contract	Jun-20				2% - 4%		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

Appendix 4 - contracts with no renewal or extension activity and contract management activity ongoing in 2019/20

Contract Description	Est Annual Value	Contract Description	Est Annual Value
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 5 – Expenditure Summary per Council

Member Name	Actual Spend	Forecast Spend	Estimated Saving	Actual v Forecast	% of Total Actual Spend
Aberdeen City Council	£26,883,732	£33,887,006	£648,699	79.30%	4.50%
Aberdeenshire Council	£36,031,196	£37,035,908	£948,495	97.30%	6.04%
Angus Council	£6,119,189	£9,584,952	£83,271	63.80%	1.03%
Argyll and Bute Council	£9,527,642	£10,838,573	£261,090	87.90%	1.60%
Associate Members	£23,102,270	£19,853,624	£286,556	116.40%	3.87%
Clackmannanshire Council	£7,079,376	£10,684,731	£159,536	66.30%	1.19%
Comhairle nan Eilean Siar	£1,748,240	£4,209,502	£110,740	41.50%	0.29%
Dumfries and Galloway Council	£11,598,740	£11,807,408	£370,025	98.20%	1.94%
Dundee City Council	£17,772,185	£14,043,082	£340,587	126.60%	2.98%
East Ayrshire Council	£13,297,616	£14,336,400	£446,270	92.80%	2.23%
East Dunbartonshire Council	£11,332,492	£12,125,372	£343,385	93.50%	1.90%
East Lothian Council	£14,849,334	£13,959,819	£460,957	106.40%	2.49%
East Renfrewshire Council	£10,972,256	£11,887,067	£640,268	92.30%	1.84%
Falkirk Council	£21,315,684	£22,083,153	£946,460	96.50%	3.57%
Fife Council	£47,183,219	£58,814,716	£811,763	80.20%	7.90%
Glasgow City Council	£37,586,515	£51,059,188	£1,116,387	73.60%	6.30%
Inverclyde Council	£7,726,546	£9,438,536	£31,240	81.90%	1.29%
Midlothian Council	£8,560,025	£14,045,605	£889,549	60.90%	1.43%
North Ayrshire Council	£20,175,773	£26,184,588	£431,885	77.10%	3.38%
North Lanarkshire Council	£30,768,688	£31,857,545	£665,279	96.60%	5.15%
Orkney Islands Council	£2,384,459	£2,954,052	£36,058	80.70%	0.40%
Perth and Kinross Council	£12,759,304	£10,244,792	£416,508	124.50%	2.14%
Renfrewshire Council	£21,582,750	£24,036,261	£720,665	89.80%	3.62%
Scottish Borders Council	£9,840,084	£13,484,776	£74,186	73.00%	1.65%
Shetland Islands Council	£3,507,887	£3,528,005	£45,077	99.40%	0.59%
South Ayrshire Council	£13,242,405	£16,934,595	£339,899	78.20%	2.22%
South Lanarkshire Council	£32,238,407	£42,996,525	£856,573	75.00%	5.40%
Stirling Council	£8,581,023	£12,445,133	£115,442	69.00%	1.44%
Tayside Contracts	£14,439,784	£13,103,860	£733,197	110.20%	2.42%
The City of Edinburgh Council	£40,502,557	£35,328,294	£841,988	114.70%	6.78%
The Highland Council	£17,759,868	£24,981,918	£446,654	71.10%	2.97%
The Moray Council	£12,323,962	£15,525,896	£289,130	79.40%	2.06%
West Dunbartonshire Council	£21,486,742	£19,464,397	£549,067	110.40%	3.60%
West Lothian Council	£22,698,208	£29,747,296	£520,312	76.30%	3.80%
Total	£596,978,158	£682,512,575	£16,277,198	87%	100%

