

Scotland Excel

To: Executive Sub Committee

On: 28 September 2018

Report
by
Director Scotland Excel

Request for Associate Membership of Scotland Excel by Advice Direct Scotland

1 Introduction

In addition to the 32 local authorities who are full members of Scotland Excel, applications can be made for Associate Membership by organisations such as council arms length organisations, community groups, charities, housing associations and voluntary organisations which are a public body or a body that engages in activities of a public nature.

Organisations apply to Scotland Excel for Associate Membership to allow them to access the frameworks for goods and services which we have in place for our full members. Associates do not have the opportunity to influence the future contract delivery schedule which is reserved for the full local authority members.

2 Application

Advice Direct Scotland are an independent member of The Scottish Association of Citizens Advice Bureaux and registered charity and their mission is to connect advice and information with the people who need it.

Advice Direct Scotland provide impartial advice across Scotland, at no cost, regardless of personal circumstance on their rights and how to exercise them.

Advice Direct Scotland are also a Scottish Living Wage employer.

To ensure the efficient and cost-effective delivery of these services they have approached Scotland Excel and requested approval to become an associate member with access to our contracts.

3 Legislative Position

Before any application is submitted to committee for consideration checks are made into the organisation, including scrutiny of the Memorandum & Articles of Association, finances and the type of contracts which the organisation wishes to access. Membership commences following Executive Subcommittee approval and a Membership Agreement between Scotland Excel and the organisation is signed.

Scotland Excel monitors all requests from arms length and other organisations to become associate members to ensure that any legal requirements are met. In this case Advice Direct Scotland qualify for membership as they in accordance with the Local Authorities (Goods and Services) Act 1970, section 1(1B) (C), namely that the organisation is not a public body, but it has functions of a public nature or engages in activities of that nature and the purpose of accessing Scotland Excel's services is to facilitate the discharge of those functions and activities.

4 Recommendation

It is recommended to committee that Advice Direct Scotland application to join Scotland Excel as an associate member be approved, at a £500 annual fee, subject to completion and signing of the agreement document.