

Minute of Meeting Scotland Excel Chief Executive Officers Management Group

Date	Time	Venue
Wednesday, 24 March 2021	10:00	Remotely by MS teams,

Present

Angela Scott (Aberdeen City Council); Margo Williamson, Chief Executive (Angus Council); Annemarie O'Donnell (City of Glasgow Council); Steve Grimmond, Chief Executive (Fife Council); Sandra Black, Chief Executive (Renfrewshire Council); and Cleland Sneddon, Chief Executive (South Lanarkshire Council).

Chair

Sandra Black, Chair, presided.

In Attendance

J Welsh, Director, H Carr Head of Strategic Procurement, S Brannagan, Head of Customer and Business Services, J McKerrall, Strategic Procurement Manager, L Richard, Strategic Procurement Manager and I Calder, Project Account Manager (all Scotland Excel); and K Graham, Head of Corporate Governance (Clerk), L Belshaw, Democratic Services Manager, C MacDonald, Senior Committee Services Officer and K O'Neill, Assistant Democratic Services Officer (all Renfrewshire 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 18 November 2020.

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 Group held on 18 November 2020.

The report provided information in relation to contingency planning; work in collaboration with the Digital Office; care services; the independent review of adult social care; the Scotland Excel Academy; new build housing; contracts approved since November 2020; an update on the contract plan; projects with other local authorities and associate members; the Scotland Excel Hosted Procurement Team; the tender support being provided to Zero Waste Scotland and the Scottish Local Government Pension Scheme; participation in workstreams associated with the Procurement and Climate Change Forum; and new associate members.

Following discussion in relation to the Scotland Excel Academy, it was agreed that the Chief Executive of Scotland Excel submit a report to the next meeting of this group relative to the capacity and capability gaps across all professions and the turnover of professional staff within Councils.

DECIDED:

(a) That the report be noted; and

(b) That Scotland Excel undertake a review of how capacity and capability gaps could be further understood and make recommendations on how this could be addressed. The recommendations should consider beyond the procurement profession and also look at the turnover of staff.

3 **Social Care Update**

J McKerrall, Strategic Programme Manager, gave a presentation in relation to social care.

In relation to children's services, the presentation provided updates in relation to Scotland Excel's involvement in the application process for the Scottish Government £500 payment for social care staff in the independent and voluntary sector; the Children's Residential Care and Education with Short Breaks framework; the Secure Care framework; the planned activity on the tender for the new generation framework for Fostering and Continuing Care; and the anticipated re-opening of the Social Care Agency Workers flexible framework.

In relation to adult social care, the presentation provided updates in relation to the Care and Support flexible framework; the National Care Home Contract; and the Independent Review of Adult Social Care in Scotland.

DECIDED: That the presentation be noted.

4 **Brexit**

L Richard, Strategic Procurement Manager, gave a presentation in relation to Brexit.

The presentation provided information on the new timelines for border control processes; the trade rule between Great Britain and Northern Ireland; the Northern Ireland Agreement; imports and shipping; and product shortages.

It was noted that the next written Brexit update would be released to Scotland Excel stakeholders by the end of April 2021.

DECIDED: That the presentation be noted.

5 **Update on CEOMG Membership**

The Chief Executive of Scotland Excel intimated that Steven Grimmond and Margo Williamson would be stepping down as members of the group in June 2021. Further that a report would be submitted to the meeting of the Joint Committee to be held on 18 June 2021 requesting that Eddie Fraser, Chief Executive, East Ayrshire Council and Greg Colgan, Chief Executive, Dundee City Council be appointed as members of the group.

DECIDED: That the update be noted.

6 **Date of Next Meeting**

DECIDED: That it be noted that the next meeting of the group would be held at 10.00 am on 12 May 2021.

Valedictories

The Chair thanked Margo and Steve for their participation and contribution in the work of the group.