

Scotland Excel

To: Executive Sub Committee

On: 21 June 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 68 current frameworks in the Scotland Excel contract portfolio, with 11 of these frameworks to be renewed before 31 March 2020 (Appendix 1).

Scotland Excel plans to add a further 11 new frameworks to its contract portfolio by 31 March 2020 (Appendix 2). The 11 planned first generation frameworks include eight being coordinated through the operational supplies and services team.

A further 19 of the frameworks on the current portfolio have extension options that are likely to be exercised in 2019/ 2020 with seven 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 1.0%, which is below the 2-4% forecast savings range. It should be noted that this figure is based on a single contract delivered in 2019/2020.

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 has finalised the procurement strategy for care and support services. In 2019/ 2020, Scotland Excel will continue to work with a range of partners to implement the procurement strategy.

In 2019/ 2020, Scotland Excel continues to work with key stakeholder to deliver a new sourcing strategy for care home services for older people. This strategy, again co-produced with stakeholders, builds on current best practice and

complements local strategic commissioning plans. Scotland Excel has taken over operational contract management of care home services for older people from COSLA on 1 April 2019.

The first generation new build residential construction framework is progressing well. The framework will support councils to deliver new affordable houses in line with Strategic Housing Investment Plans (SHIPs). The second stage of the two-stage tender procedure was issued in March 2019. The procurement exercise was extended by three weeks to allow tenderers to provide all required documentation but remains on course for going live in September 2019.

Work continues in conjunction with the Digital Office, to procure a replacement Social Work Care Case Management system. The publication of the ITT is in progress, with the evaluation anticipated to take place during the summer of 2019 with award being made October 2019.

There is now a plan to create a framework to replace the expired online school payments framework with enhanced content. The original framework covered the ability to pay for meals, school trips, uniforms etc. using a web-based solution. The new framework will continue to offer this but will also be expanded to cover cashless catering and will include peripherals such as ordering hardware, biometric recognition and enhanced reporting functionality.

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			2% - 4%		Recommendations to be presented to Executive Sub Committee on 21 June 2019
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	Sep-19			2% - 4%		Evaluating Pre Qualification Questionnaire
Fire and Security Equipment	7,500,000	Renew	Oct-19				2% - 4%		Tender development
Building & Timber	15,000,000	Renew	Apr-19	Jun-19			2% - 4%	1.0%	Recommendations approved at Executive Sub Committee on 26 April 2019
Care Homes For Adults With LD Inc Autism	12,500,000	Renew	May-19	Sep-19			N/A		Evaluating
Community Meals	4,000,000	Renew	Sep-19				N/A		Evaluating
Plumbing and Heating Materials	20,000,000	Renew	Dec-19				2% - 4%		Strategy approved
Secure Care	20,000,000	Renew	Apr-20				N/A		Strategy in development
Electrical Materials	14,000,000	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%		Strategy in development

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	8,500,000	New Contract	Nov-18	Oct-19			5.5%		Strategy in development
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 development
Alcoholic Beverages (OSS)	1,250,000	New Contract	Aug-19				5.5%		Recommendations to be presented to Executive Sub Committee on 21 June 2019
Bikeability Scotland Training Providers (OSS)	300,000	New Contract	Aug-19				N/A		Recommendations to be presented to Executive Sub Committee on 21 June 2019
New Build Residential	375,000,000	New Contract	Sep-19				5.5%		Evaluating
Swimming Pool Contractors (OSS)	2,000,000	New Contract	Oct-19				5.5%		Strategy in development
Bread and Rolls (OSS)	2,000,000	New Contract	Oct-19				5.5%		Strategy approved
Legionella And Water Control Services (OSS)	TBC	New Contract	Dec-19				5.5%		Strategy in development
Sheriff Officers (OSS)	TBC	New Contract	Dec-19				5.5%		Strategy in development
Lift Maintenance (OSS)	TBC	New Contract	Mar-20				5.5%		Strategy in development
Fresh Fruit & Veg (OSS)	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
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
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
Personal Protective Equipment	£10,000,000
Pest Control (OSS)	£1,500,000
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

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	Recycle and Refuse Containers	£12,500,000
Children's Residential	£105,400,000	Road Maintenance Materials	£2,500,000
Commercial Catering Equipment (OSS)	£4,000,000	Road Signage Materials	£1,250,000
Energy Advice (OSS)	£1,000,000	Roadstone	£5,000,000
Engineering Consultancy	£17,000,000	Salt for Winter Maintenance	£16,250,000
Fire Safety Products (OSS)	£2,500,000	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
Organic Waste	£12,000,000		

Appendix 4 – Expenditure Summary per Council

Contract Spend and Estimated Savings Report

1. Expenditure/Estimated Savings Summary -Year To Date as at: Q4 (Jan 2019 - Mar 2019)



Organisation	Contracts Available	Contracts Used	Participation	Quarter 1		Quarter 2		Quarter 3		Quarter 4		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	80	54	68%	6,382,850	200,575	7,860,805	42,711	6,763,058	75,225	6,015,326	68,100	27,022,039	386,610	38,004,873	71.1%
Aberdeenshire Council	80	62	78%	8,100,385	252,493	7,937,582	128,567	8,242,995	119,777	9,618,010	96,630	33,898,973	597,466	41,546,881	81.6%
Angus Council	80	49	61%	1,357,138	33,369	1,346,471	14,547	1,211,596	5,251	1,749,516	14,324	5,664,721	67,490	7,440,144	76.1%
Argyll & Bute Council	80	55	69%	2,437,565	78,372	2,189,085	57,748	2,769,598	36,279	2,962,784	52,526	10,359,031	224,925	17,126,030	60.5%
City of Edinburgh Council	80	55	69%	8,413,135	167,552	7,489,476	46,953	8,328,134	164,866	10,449,547	178,668	34,680,292	558,039	37,485,887	92.5%
Clackmannanshire Council	80	55	69%	1,812,929	37,387	1,172,142	28,604	1,729,565	16,552	1,986,837	16,951	6,701,474	99,494	10,332,805	64.9%
Comhairle nan Eilean Siar	78	34	44%	626,041	31,300	309,157	23,802	318,356	22,509	482,376	18,849	1,735,931	96,460	4,846,954	35.8%
Dumfries & Galloway Council	80	52	65%	1,770,795	77,515	2,110,754	42,763	2,907,634	46,805	2,851,032	103,564	9,640,215	270,647	13,965,827	69.0%
Dundee City Council	80	48	60%	3,304,498	100,869	3,798,509	99,893	5,101,065	93,302	3,963,169	53,054	16,167,241	347,117	14,050,357	115.1%
East Ayrshire Council	80	52	65%	2,103,223	32,709	2,219,166	11,373	2,664,325	42,639	3,467,629	95,652	10,454,342	182,373	13,997,612	74.7%
East Dunbartonshire	80	55	69%	3,595,631	61,606	3,917,917	36,344	3,325,981	33,959	2,906,372	16,492	13,745,900	148,400	14,371,247	95.6%
East Lothian Council	80	57	71%	2,485,620	74,708	2,602,816	44,357	3,261,015	50,463	4,160,700	70,422	12,510,151	239,951	15,482,019	80.8%
East Renfrewshire Council	80	56	70%	2,072,853	110,593	1,310,294	83,704	1,778,060	99,347	3,423,240	146,972	8,584,447	440,616	12,358,187	69.5%
Falkirk Council	80	58	73%	5,475,514	149,746	3,915,706	85,449	4,113,492	124,925	5,806,084	322,265	19,310,796	682,386	17,229,774	112.1%
Fife Council	80	60	75%	9,716,439	130,940	9,466,947	-8,108	10,876,084	104,855	12,850,615	149,341	42,910,086	377,027	46,694,769	91.9%
Glasgow City Council	80	47	59%	9,171,002	220,730	10,138,327	207,355	9,585,084	161,437	10,039,059	257,798	38,933,472	847,321	52,666,440	73.9%
Highland Council	80	51	64%	4,417,719	179,801	3,958,977	90,410	5,347,139	78,184	4,893,579	77,073	18,617,415	425,467	29,066,546	64.1%
Inverclyde Council	80	61	76%	2,372,020	74,338	1,824,675	70,428	1,859,847	52,687	2,062,227	101,565	8,118,769	299,018	10,551,157	76.9%
Midlothian Council	80	58	73%	2,488,227	70,617	2,128,417	73,121	2,321,438	250,330	1,840,015	34,636	8,778,096	428,704	15,529,493	56.5%
Moray Council	80	52	65%	3,855,042	82,259	2,507,520	-9,105	2,443,481	20,194	3,907,294	52,955	12,713,337	146,302	17,838,062	71.3%
North Ayrshire Council	79	60	76%	4,872,080	125,289	4,042,237	73,753	4,390,308	51,045	6,517,176	135,500	19,821,800	385,588	19,874,940	99.7%
North Lanarkshire Council	80	51	64%	5,758,486	184,981	3,841,580	181,351	6,650,885	167,829	8,854,679	197,016	25,105,629	731,177	26,604,446	94.4%
Orkney Islands Council	76	30	39%	782,064	14,801	577,960	380	391,713	-2,772	1,039,968	-2,130	2,791,705	10,279	3,348,600	83.4%
Perth & Kinross Council	80	53	66%	2,089,945	101,637	3,545,754	192,909	4,115,395	186,877	2,739,351	69,921	12,490,444	551,343	10,766,174	116.0%
Renfrewshire Council	80	62	78%	7,497,659	228,471	4,487,639	149,310	5,721,736	117,312	6,276,145	155,630	23,983,179	650,722	21,175,862	113.3%
Scottish Borders Council	80	56	70%	3,079,030	38,605	2,698,299	35,288	2,222,787	-3,501	2,178,138	-9,858	10,178,254	60,534	17,340,634	58.7%
Shetland Islands Council	77	34	44%	599,187	6,440	760,343	2,435	1,099,646	-13,938	910,858	2,291	3,370,033	-2,773	4,385,942	76.8%
South Ayrshire Council	80	46	58%	2,984,722	99,360	3,165,804	42,809	3,367,134	46,952	3,721,152	64,276	13,238,813	253,396	17,314,569	76.5%
South Lanarkshire Council	80	59	74%	6,476,692	224,052	5,238,337	137,709	7,572,170	242,228	8,678,657	215,490	27,965,856	819,479	42,254,592	66.2%
Stirling Council	80	50	63%	1,851,824	2,717	1,815,706	-29,305	1,648,418	-4,112	2,251,709	8,834	7,567,658	-21,866	12,030,696	62.9%
West Dunbartonshire	80	56	70%	5,360,920	163,002	3,176,212	113,492	4,282,244	120,762	5,607,005	95,455	18,426,381	492,711	17,742,506	103.9%
West Lothian Council	80	57	71%	5,195,927	88,679	4,644,395	31,479	4,795,311	81,960	5,964,422	148,039	20,600,056	350,157	35,036,840	58.8%
Associate Members	78	50	64%	5,588,451	19,910	4,751,919	26,453	5,517,656	19,644	6,697,368	155,297	22,555,594	221,304	8,124,854	277.6%
Tayside Contracts	77	28	36%	3,484,127	36,846	2,767,284	106,561	3,909,554	179,133	4,053,630	247,787	14,214,595	570,327	18,449,349	77.0%
Totals:				137,579,742	3,502,267	123,718,213	2,235,539	140,632,902	2,789,003	160,925,669	3,411,385	562,856,525	11,938,194	685,035,071	82.2%

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.