

## Scotland Excel Joint Committee

To: Joint Committee

On: 12 June 2015

Report by Director

### UPDATE ON THE CONTRACT DELIVERY PLAN

#### 1. Introduction

This report provides a progress update on the 2015/2016 contract delivery plan.

#### 2. Progress to Date on the 2015/16 Contract Delivery Plan

As detailed in appendices 1 – 3, the 2015/ 2016 contract delivery plan comprises framework renewals, new developments, framework extensions and frameworks with ongoing contract management only.

The contract plan for this year continues to be very active, with 12 new opportunities planned and 6 contracts renewed. In addition, we expect to extend a further 10 contracts. As such, the value of the portfolio is expected to grow to in excess of £800m by March 2016.

The key growth area is construction, where delivery predictability has been constrained in the past due to a combination of resource availability and extended stakeholder consultation, and efforts will continue to ensure that we engage with the appropriate local authority representatives to ensure that contracts delivered align with council requirements. In addition, we will continue to ensure that focus is maintained on the high priority areas, supported as appropriate with additional resources, contained within the current budget.

It is also expected that development will continue within ICT, both in terms of new contract development and focused contract management within the current local authority supply base. Efforts in this area will be in alignment with the strategic priorities agreed through the local government ICT board.

#### 3. Conclusion

The group is asked to note the progress made to date.



**Appendix 1 - List of contracts to be renewed**

**2015/2016**

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
Community Meals	3,500,000	Renew	Jun-15				2% - 4%		Renamed for Renewal. Current contract is named Prepared Meals.
Plumbing Materials	11,000,000	Renew	Oct-15				2% - 4%		Procurement strategy approved. Tender due for release by end June 2015.
Waste Disposal Equipment	1,500,000	Renew	Mar-16				2% - 4%		Market research underway. Along with opportunity assessment.
Fostering	24,000,000	Renew	Jan-16				n/a		Scoping discussion underway with stakeholder group.
Groceries & Provisions	24,000,000	Renew	Mar-16				2% - 4%		Scoping discussion underway with stakeholder group.
Electrical Materials	11,500,000	Renew	Mar-16				2% - 4%		



## Appendix 2 – List of new contracts to be developed and delivered in 2015/16

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
Care Homes for Adults With Learning Disabilities	31,000,000	New contract	Dec-12	May-15	May-15		N/A		Presented and approved at Exec Sub Committee 15/05/15
Energy Efficiency Contractors	40,000,000	New contract	Mar-14	Nov-15		Mar-16	2% - 4%		The breadth and range of council stakeholders with an interest in this scope is extensive. A stakeholder map is currently being finalised and preparations are underway for a stakeholder meeting. To respond to the complex scoping, as well as conduct the required stakeholder engagement, the project is now forecast for completion by Mar-16.
Building Related Engineering Consultancy	10,000,000	New contract	Nov-14	Jul-15		Aug-15	2% - 4%		Evaluation of tender responses is now underway. As there is no Executive Sub Committee in Jul-15, the project is now forecast to conclude in Aug-15.
Street Lighting Installation and Maintenance	20,000,000	New contract	Mar-14	Feb-15		Jan-16	2% - 4%		Due to the resignation of the allocated lead resources, the planned quality assurance review of all documentation produced has not been completed. Scotland Excel is currently undertaking a recruitment campaign to fill a number of vacant posts. Completion of the recruitment campaign directly impacts on the project timeline. The forecast completion date is now Jan-16.
Demolition	16,000,000	New contract	Mar-15	Jun-15		Aug-15	2% - 4%		The tender documentation is now in final draft and subject to review by council technical leads and legal representatives. Tender release date will be by end May. This project is now due for completion in Aug-15.
Outdoor Play Equipment	8,000,000	New contract	Mar-15	Aug-15		Nov-15	2% - 4%		Due to the resignation of the allocated lead resource, a revised timeline for this project has been created to allow the new project manager to become acquainted with the scope and stakeholders. The forecast completion date is now Nov-15.
Surveying and Construction Management	8,000,000	New contract	Mar-15	Dec-15		TBA	2% - 4%		Council stakeholders have requested a reprioritisation of this project, with the architectural services project now to be scheduled before work continues with surveying and construction management services. This recent reprioritisation means the project timelines need to be revisited once architectural services has been scoped.
Adult Supported Living	30,000,000	New contract	Dec-12	Jan-15		TBA	N/A		Initial scoping assessment underway. Project schedule will be determined once the scoping assessment has been completed.
Artificial Surfaces	8,000,000	New contract	Dec-15			TBA	2% - 4%		This project will follow after delivery of the outdoor play equipment procurement exercise. Project timelines will be assessed once the outdoor play equipment tender has been released.
Architectural Services	10,000,000	New contract	Feb-16			TBA	2% - 4%		Council stakeholders have requested this project be brought forward to support the City Deal initiatives. Project timelines can only be agreed once initial market research and stakeholder engagement has been conducted. need to be revisited once architectural services has been scoped.
Road Services	20,000,000	New contract	Mar-16				2% - 4%		Opportunity assessment required.
CRM	3,000,000	New contract	Jan-16			TBA	2% - 4%		This is a new project and initial scoping is underway.



### Appendix 3 – Contracts with extension options and contract management activity ongoing in 2015/16

#### Contracts with extension options in 2015/16

Contract Description	Est Annual Value
Bitumen Products	£ 16,500,000
Catering Sundries	£ 3,000,000
Domestic Furniture and Furnishings	£ 32,000,000
Education & Office Furniture	£ 5,000,000
Engineering Consultancy	£ 15,000,000
Library Books & Textbooks	£ 14,000,000
Organic Waste	£ 2,000,000
Personal Protective Equipment	£ 7,500,000
Trade Materials	£ 7,666,571
Vehicle Parts	£ 10,000,000

#### Contracts with no renewal or extension activity but with ongoing contract management in 2015/16

Contract Description	Est Annual Value
Agency Workers Social Care	£ 20,000,000
Asbestos	£ 8,000,000
Building and Timber Materials	£ 15,200,000
Children's Residential Care	£ 75,000,000
Educational Materials	£ 17,400,000
Frozen Foods	£ 13,000,000
Grounds Maintenance Equipment	£ 12,500,000
Heavy Plant	£ 12,500,000
Heavy Vehicles	£ 33,750,000
Household WEEE	£ -
Janitorial Products	£ 9,000,000
Light Vehicles	£ 25,000,000
Meats - Fresh, Prepared and Cooked (incl. Fresh Fish)	£ 7,000,000
Milk	£ 9,000,000
Online School Payments	£ 2,500,000
Presentation and Audio Visual Equipment	£ 6,000,000
Recyclable & Residual Waste	£ 25,000,000
Recycle/Refuse Containers	£ 8,000,000
Road Maintenance Materials	£ 2,500,000
Roadstone	£ 35,000,000
Salt for Winter Maintenance	£ 15,375,000
Secure Care	£ 20,000,000
Security Services & Equipment	£ 18,000,000
Signage Materials	£ 2,000,000
Street Lighting Materials	£ 35,000,000
Telecare & Telehealth Technologies	£ 3,400,000
Tyres	£ 6,000,000
Vehicle & Plant Hire	£ 20,000,000
Washroom Solutions	£ 3,500,000