

Scotland Excel

To: Joint Committee

On: 08 December 2017

**Report
by
Director Scotland Excel**

Update on the Contract Delivery Plan

1. Introduction

This report provides a progress update on the 2017/ 2018 contract delivery plan.

2. Progress to Date

As detailed in Appendices 1 – 3, the 2017/2018 contract delivery plan comprises framework renewals, new developments, framework extensions and frameworks with ongoing contract management only.

There are 52 current frameworks in the Scotland Excel contract portfolio, with 5 of these current frameworks to be renewed before 31 March 2018 (Appendix 1).

As detailed in Appendix 1, the recycle and refuse containers and vehicle and plant hire frameworks renewals went live in October and were fully operational from November. The heavy vehicles framework was delivered ahead of schedule in November. The library books and textbooks framework has been delayed until February next year with digital publications and services being tendered separately to commence on the same date. The remaining renewal frameworks in 2017/ 2018 are currently on track with the forecast schedule.

Scotland Excel plans to add a further 9 new frameworks to its contract portfolio by the end of the financial year (Appendix 2).

Of the 9 new frameworks currently planned for delivery in 2017/ 2018, 8 are being coordinated through the newly created operational supplies and services team.

A further 4 of the frameworks on the current portfolio have extension options that have still to be exercised in 2017/2018 (Appendix 3).

The estimated forecast value of the Scotland Excel framework portfolio by 31st March 2018 will be just over £1Billion.

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. Scotland Excel is now progressing with two stakeholder sub groups to look at focused work streams for both care at home and adult supported living. This development activity will continue over the remainder of the year and a decision will be made with stakeholders regarding the appropriate procurement strategy. As part of its contract management activity

for care home services for older people, Scotland Excel is again part of the team negotiating the 2018/ 2019 National Care Home Contract rate with providers.

In the construction portfolio, Scotland Excel released a prior information notice for a potential domestic gas boiler maintenance framework. The proposed framework would cover boiler maintenance as well as servicing and repair of gas boilers for domestic properties owned by Scottish local authorities and Scotland Excel associate members including registered social landlords. The procurement strategy is currently being finalised, with any new framework to be in place in 2018/ 2019.

Scotland Excel, working in partnership with the Digital Office, has released a prior information notice (PIN) for market engagement across a range of projects to drive digital transformation across Scotland. The aim of this PIN is to launch an engagement programme that will be mutually beneficial and structured to both SME's and multinational organisations within the digital marketplace. Foundation projects will include:

- Better use of data
- Cloud
- Common platforms
- Cyber security
- GDPR readiness
- Mobile and flexible working
- Network review
- Supply chain and procurement

Overall, efficiencies delivered to date continue to be within the 2-4% forecast range.

3. Conclusion

Members are invited to note the progress made to date.

Appendix 1 - List of contracts to be renewed

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
Frozen Foods	25,000,000	Renew	Jun-17		Jun-17		2% - 4%	3.5%	Framework is live
Organic Waste	12,000,000	Renew	Jun-17		Jun-17		2% - 4%	-1.4%	Framework is live
Education Materials	16,000,000	Renew	Mar-17	Jun-17	Jun-17		2% - 4%	6.9%	Framework is live
Vehicle & Plant Hire	20,000,000	Renew	Nov-17		Oct-17		2% - 4%	2.6%	Framework is live
Recycle & Refuse Containers	10,000,000	Renew	Nov-17		Oct-17		2% - 4%	1.2%	Framework is live
Tyres	6,000,000	Renew	Nov-17				2% - 4%	3.8%	Framework is live
Library Books & Textbooks	14,000,000	Renew	Nov-17	Jan-18		Feb-18	2% - 4%		Tender Released
Heavy Vehicles	35,000,000	Renew	Jan-18			Nov-17	2% - 4%	0%	Recommendations presented to Executive Sub Committee on 17 November 2017
Milk	9,000,000	Renew	Jan-18				2% - 4%		Recommendations to be presented to Executive Sub Committee on 8 December 2017
Trade Materials	10,000,000	Renew	Feb-18				2% - 4%		Recommendations to be presented to Executive Sub Committee on 8 December 2017
Childrens Residential	105,000,000	Renew	Mar-18				n/a		Recommendations to be presented to Executive Sub Committee on 23 February 2018

Appendix 2 – List of new contracts to be developed and delivered in 2017/2018

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
Bottled Gas	2,000,000	New Contract	Oct-17		Oct-17		5.5%	5%	Framework is now live
Laundry Equipment	1,100,000	New Contract	Oct-17		Oct-17		5.5%	13%	Framework is now live
Steeplejack Services	1,200,000	New Contract	Oct-17		Nov-17		5.5%	7%	Recommendations presented to Executive Sub Committee on 17 November 2017
Pest & Vermin Control	2,000,000	New Contract	Dec-17				5.5%		Recommendations to be presented to Executive Sub Committee on 8 December 2017
Catering Machine Repairs	2,000,000	New Contract	Jan-18				5.5%		Recommendations to be presented to Executive Sub Committee on 8 December 2017
Water Coolers & Bottled Water	1,400,000	New Contract	Dec-17				5.5%		Recommendations to be presented to Executive Sub Committee on 8 December 2017
Swimming Pool Chemicals	1,200,000	New Contract	Dec-17			Jan-18	5.5%		Recommendations to be presented to Executive Sub Committee on 26 January 2018
Digital Publications and Services	1,000,000	New Contract	Feb-18				5.5%		Tender Released
Funeral Services	1,500,000	New Contract	Feb-18			Apr-18	5.5%		Strategy in development
Fire Fighting & Rescue Services	2,700,000	New Contract	Mar-18			Apr-18	5.5%		Strategy in development
IT Training Providers	1,000,000	New Contract	Mar-18			Apr-18	5.5%		Strategy in development
Vocational Training Service Providers	1,800,000	New Contract	Mar-18			Apr-18	5.5%		Strategy in development

Appendix 3 – Contracts with extension options and contract management activity ongoing in 2017/2018

Contract Description	Est Annual Value
Asbestos	£ 8,000,000
Building And Timber Materials	£ 15,200,000
Community Meals	£ 4,000,000
Electrical Materials	£ 14,000,000
Ground Maintenance	£ 12,500,000
Heavy Plant	£ 12,500,000
Janitorial Products	£ 9,000,000
Presentation & Audio Visual Equipment	£ 6,000,000
Security Services & Equipment	£ 18,000,000
Signage	£ 2,000,000
Washroom Solutions	£ 3,500,000
Secure Care	£ 20,000,000

Contracts highlighted in yellow have been approved for extension

Appendix 3 – Contracts with extension options and contract management activity ongoing in 2017/2018

Contracts with no renewal or extension activity in 2017/18

Contract Description	Est Annual Value
Agency Workers - Social Care	£ 20,000,000
Bitumen Products	£ 12,000,000
Buildings Related Engineering Consultancy	£ 10,000,000
Care Homes for Adults (LD)	£ 31,000,000
Catering Sundries	£ 6,000,000
Customer Service Platform	£ 3,750,000
Demolition	£ 16,000,000
Domestic Furniture and Furnishings	£ 20,000,000
Education And Office Furniture	£ 9,000,000
Energy Efficiency Contractors	£ 200,000,000
Engineering Consultancy	£ 17,000,000
Fostering	£ 25,000,000
Groceries & Provisions	£ 30,000,000
Meats - Fresh, Prepared & Cooked (inc. Fresh Fish)	£ 7,000,000
Online School Payments	£ 2,500,000
Outdoor Play Equipment and Artificial Surfaces	£ 17,500,000
Personal Protective Equipment	£ 10,000,000
Plumbing and Heating Materials	£ 20,621,122
Recyclable & Residual Waste	£ 25,000,000
Road Maintenance Materials	£ 2,500,000
Roadstone	£ 35,000,000
Salt	£ 15,375,000
Street Lighting Bulk Renewal of Luminaires	£ 5,000,000
Street Lighting Materials	£ 35,000,000
Telecare and Telehealth Technologies	£ 3,400,000
Vehicle Parts	£ 12,000,000
Waste Disposal Equipment	£ 1,250,000