

Minute of Meeting Scotland Excel Chief Executive Officers Management Group

Date	Time	Venue
Wednesday, 10 November 2021	10:00	Remotely by MS Teams,

Present

Angela Scott, Chief Executive (Aberdeen City Council); Sandra Black, Chief Executive (Renfrewshire Council); Greg Colgan (Dundee City Council); and Cleland Sneddon, Chief Executive (South Lanarkshire Council).

In Attendance

J Welsh, Chief Executive, H Carr, Head of Strategic Procurement, S Brannagan, Head of Customer and Business Services, J McKerrall, Strategic Programme Manager, L Campbell, Category Manager, K Forrest, Office Manager, M Mitchell, Strategic Procurement Manager, L Richard, Strategic Procurement Manager, and Z Shankley, Customer Account Manager (all Scotland Excel); and K Graham, Head of Corporate Governance, E Gray, Senior Committee Services Officer, and K O'Neill, Assistant Democratic/Depute District Registration Services Officer (all Renfrewshire Council).

Apology

Eddie Fraser (East Ayrshire 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 17 September 2021.

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 CEOMG held on 18 August 2021.

The report provided information on corporate services, including digital; care services; construction, transport and environment; an update relative to the contract delivery plan; supply chain disruption; the Academy; projects; early learning and childcare (ELC) provision of 1140 hours; the support being provided to the Improvement Service and the Scottish Government for the development of a procurement process for employability services; the continuing work with the Scottish Government and local authorities focussing on the 'Progressive Procurement' Community Wealth Building pillar; and associate membership.

DECIDED: That the report be noted.

3 **Presentation: Draft Revenue Estimates 2022/23**

S Brannagan, Head of Customer and Business Services, Scotland Excel gave a presentation on the draft revenue estimates for 2022/23.

The report set out the current income strategy for Scotland Excel which was approved in 2018 and looked to introduce alternate income streams to reduce the reliance on requisition. A draft budget for 2022/23 and 2023/24 was presented which projected an increase in income through rebates and the new build framework.

Discussion took place around whether the agreed income strategy was still sound, the risks associated around the volatility of rebates and the scope for maximising growth in the social enterprise market.

DECIDED:

(a) That an increase in requisitions by 3% should be targeted for 2022/23 with future years to be determined following an in year assessment; and

(b) That the presentation be noted.

4 **Presentation: Green Recovery**

L Richard, Strategic Procurement Manager, Scotland Excel, gave a presentation on the Green Recovery Campaign which aimed to work with key stakeholders across Scotland to meet climate change commitments.

The presentation set out the objectives of the campaign and the tactics which would be used to achieve them including work with the South Lanarkshire Sustainable Food

Group, the use of energy efficient contractors and facilitating the supply, installation and maintenance of electric vehicle charging points. A number of features which had been published in the local and national press on the campaign were highlighted along with Scotland Excel's digital campaign.

DECIDED: That the presentation be noted.

5 **Presentation: Supply Chain Disruption**

M Mitchell, Strategic Procurement Manager, Scotland Excel, gave a presentation relative to the impact of widespread disruption to the supply chain.

The presentation set out that a number of factors, including the Covid-19 pandemic, Brexit and labour shortages, which had led to supply chains across all markets and categories of spend being disrupted. A number of measures to monitor and mitigate the issues were proposed highlighted and discussion took place around what action could be taken at a local authority level to minimise any disruption caused.

DECIDED: That the presentation be noted.

6 **Presentation: Care Fee Negotiations**

J McKerrall, Strategic Programme Manager, Scotland Excel, gave a presentation relative to the annual fee negotiations for the social care sector. The presentation covered the national care home contract, adult social care and children's services.

It was highlighted that the local government negotiation team would consist of a number of new members and that the unions would also be involved for the first time. There was discussion around staffing levels and the adult social care pay uplift and concerns around how this would be implemented.

DECIDED: That the report be noted.

7 **Meetings of the CEOMG in 2022**

There was submitted a report by the Clerk relative to meetings of the group in 2022.

DECIDED:

(a) That meetings of the group be held at 10.00 am on 16 February; 11 May; 3 August; and 9 November 2022; and

(b) That it be agreed that group continue to meet remotely and that this continue to be reviewed to take into account public health advice and guidance.