

Scotland Excel

To: Exec Sub Committee

On: 15 September 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 51 current frameworks in the Scotland Excel contract portfolio, with 11 of these current frameworks to be retendered in 2017/2018 (Appendix 1).

Scotland Excel plans to add a further 11 new frameworks to its contract portfolio by the end of the financial year (Appendix 2).

A further 9 of the frameworks on the current portfolio have extension options that will be considered in 2017/2018 (Appendix 3).

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

As detailed in Appendix 1, the education materials framework went live in August to align with the reopening of schools after the summer break and will be fully operational from September. The library books and textbooks framework has been delayed until February next year to ensure incorporation of digital inclusion as requested by councils. The remaining renewal frameworks in 2017/ 2018 are currently on track with the forecast schedule.

All 10 of the new frameworks currently planned for delivery in 2017/ 2018 are being coordinated through the newly created small value contracts team. This team has been established by Scotland Excel to deliver frameworks for commonly used goods and services with combined council spend levels of between £1 million and £2 million per annum.

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.

Based on customer demand, Scotland Excel has begun development work on exploring the gas maintenance services market. Further updates to the development of this framework will be shared with the group.

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				2% - 4%		Recommendations to be presented to Executive Sub Committee on 13 October 2017
Recycle & Refuse Containers	10,000,000	Renew	Nov-17				2% - 4%		Recommendations to be presented to Executive Sub Committee on 13 October 2017
Tyres	6,000,000	Renew	Nov-17				2% - 4%		Recommendations to be presented to Executive Sub Committee on 15 September 2017
Library Books & Textbooks	14,000,000	Renew	Nov-17	Jan-18		Feb-18	2% - 4%		Procurement Strategy Approved
Heavy Vehicles	35,000,000	Renew	Jan-18				2% - 4%		Procurement Strategy Approved
Milk	9,000,000	Renew	Jan-18				2% - 4%		Procurement Strategy Approved
Trade Materials	10,000,000	Renew	Feb-18				2% - 4%		Procurement Strategy Approved
Childrens Residential	105,000,000	Renew	Mar-18				n/a		Procurement Strategy Approved

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				5.5%		Tender Released
Laundry Equipment	1,100,000	New Contract	Oct-17				5.5%		Tender Released
Steeplejack Services	1,200,000	New Contract	Oct-17			Dec-17	5.5%		Tender Released
Pest & Vermin Control	2,000,000	New Contract	Dec-17				5.5%		Tender Released
Swimming Pool Contractors	1,200,000	New Contract	Dec-17				5.5%		Strategy in development
Water Coolers & Bottled Water	1,400,000	New Contract	Dec-17				5.5%		Strategy in development
Catering Machine Repairs	2,000,000	New Contract	Jan-18				5.5%		Strategy in development
Funeral Services	1,500,000	New Contract	Feb-18				5.5%		Strategy in development
Fire Fighting & Rescue Services	2,700,000	New Contract	Mar-18				5.5%		Strategy in development
IT Training Providers	1,000,000	New Contract	Mar-18				5.5%		Strategy in development
Vocational Training Service Providers	1,800,000	New Contract	Mar-18				5.5%		Strategy in development

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

Contracts with extension options in 2017/18

Contract Description	Est Annual Value
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
Washroom Solutions	£ 3,500,000

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
Asbestos	£ 8,000,000
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
Educational Materials	£ 17,400,000
Energy Efficiency Contractors	£ 200,000,000
Engineering Consultancy	£ 17,000,000
Fostering	£ 25,000,000
Groceries & Provisions	£ 30,000,000

Contract Description	Est Annual Value
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
Recycle/Refuse Containers	£ 8,000,000
Road Maintenance Materials	£ 2,500,000
Roadstone	£ 35,000,000
Salt	£ 15,375,000
Secure Care	£ 20,000,000
Signage	£ 2,000,000
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