

Scotland Excel

To: Executive Sub Committee

On: 18th September 2020

**Report by:
Chief Executive Scotland Excel**

Request for Associate Membership of Scotland Excel by Crown Office and Procurator Fiscal Service

1. Summary

- 1.1 In addition to the 32 local authorities which are full members of Scotland Excel, applications can be made for Associate Membership by organisations such as council arm's length organisations, community groups, charities, housing associations and voluntary organisations which are a public body or a body that engages in activities of a public nature.

Organisations apply to Scotland Excel for Associate Membership to allow them to access the frameworks for goods and services which we have in place for our full members. Associates do not have the opportunity to influence the future contract delivery schedule which is reserved for the full local authority members.

2. Recommendations

- 2.1 It is recommended to committee that Crown Office & Procurator Fiscal Service application to join Scotland Excel as an associate member be approved, with no annual fee, subject to the agreement document.
- 2.2 Scotland Excel monitors all requests from arm's length and other organisations to become associate members to ensure that any legal requirements are met. In this case, Crown Office & Procurator Fiscal Service qualifies for membership in accordance with the Local Authorities (Goods and Services) Act 1970 section 1 (1B)(b) namely as a public authority or body.

3. **Background**

- 3.1 Crown Office & Procurator Fiscal Service (COPFS) is a Non-Departmental Public Body (NDPB). COPFS is Scotland's prosecution service and plays a pivotal part in the justice system, working with others to make Scotland safe from crime, disorder and danger.
- 3.2 Crown Office & Procurator Fiscal Service main roles and responsibilities are to:
 - (a) Investigate, prosecute and disrupt crime, including seizing the proceeds of crime
 - (b) Establish the cause of sudden, unexplained or suspicious deaths
 - (c) Investigate allegations of criminal conduct against police officers.
- 3.3 Crown Office & Procurator Fiscal Service are a Living Wage accredited employer.
- 3.4 To ensure the efficient and cost-effective delivery of these services Crown Office & Procurator Fiscal has approached Scotland Excel and requested approval to become an associate member with access to our contracts.
- 3.5 Before any application is submitted for approval, a number of validation checks on the organisation are carried out. These include a review of the Memorandum & Articles of Association, the financial position, and the type of contracts that the organisation is likely to access. It is confirmed that satisfactory validation checks have been completed in relation to this application.