

Scotland Excel

To: Executive Sub-Committee

On: 25 October 2019

**Report
by
Director Scotland Excel**

Scotland Excel Conference & Supplier Excellence Awards 2020

1. Introduction

In 2015, Scotland Excel launched the Supplier Excellence Awards, the first-ever awards programme to recognise the role of suppliers within public procurement and identify examples of innovation and good practice being delivered by suppliers for Scotland Excel members.

The second awards programme was launched in September 2017 and culminated in a high-profile awards ceremony which took place in Glasgow in February 2018.

The awards ceremony was held in conjunction with Scotland Excel's annual conference for local government procurement professionals which has been taking place since 2009. This provided an opportunity to bring procurement officers and suppliers together on the second day of the conference.

This report outlines the work that is being undertaken to deliver the Scotland Excel Conference & Supplier Excellence Awards 2020. The conference will take place at the Radisson Blu hotel in Glasgow on 20-21 February 2020, with the awards ceremony held at the same venue on the evening of 20 February.

2. Business Objectives

The Conference & Supplier Excellence Awards contribute to the delivery of a range of commitments within Scotland Excel's operating plan relating to procurement capability, contract management, supplier engagement and business growth.

The specific objectives of the conference and awards programme are:

- To provide a conference platform tailored specifically for procurement and other professionals from Scotland Excel's member organisations which enables them to increase their knowledge, share best practice and network with their peers.
- To deliver an awards programme which encourages innovation and good practice among Scotland Excel's supply base that results in significant benefits for members and their communities.

- To capitalise on the conference and awards programme as an opportunity to enhance Scotland Excel's profile and reputation within the Scottish public, private and third sectors, which strengthens stakeholder engagement and supports growth.
- To provide networking opportunities for key Scotland Excel stakeholders, across the public, private and third sectors at both the conference and awards ceremony.

3. Project Status

The project is currently progressing in line with plans. The awards programme was launched on 25 September 2019. All eligible Scotland Excel suppliers were sent an email to advise them that the awards are open for entries and direct them to the awards website where they can submit their entries online.

This launch email forms part of a wider communications campaign which includes reminder emails, social media and news articles on Scotland Excel's corporate website. Contract owners are promoting the awards during supplier calls and meetings, and council procurement teams have been encouraged to highlight the awards to eligible suppliers.

There are eight categories of award which focus on key aspects of sustainable procurement, including an award for small and third sector suppliers. Entries close on 04 November and will be assessed using a two-stage judging process. A panel of 12 judges from local government and the wider public sector have all confirmed their participation. Shortlisted entries are expected to be announced on 20 November 2019.

Plans for the conference and awards ceremony are also underway. The agenda for the conference is in the early stages of development and will be curated around the theme of 'Inclusive Growth'. It is envisaged that the conference audience will be extended beyond procurement practitioners to other professionals within local government, such as economic development officers, that influence local growth strategies. The conference will also be open to other public sector partners and associate members involved in this area. A conference website is in development.

The awards ceremony has been planned around the highly-successful blueprint that was created for the 2018 event. Broadcaster and musician, Dougie Vipond, will reprise his role as host, and the Cabinet Secretary for Finance, Economy & Fair Work, Derek Mackay MSP, has once again been approached as the guest speaker. Invitations will be sent to key stakeholders in early November, when tickets will also go on sale for suppliers. Between 400-500 guests are expected to attend.

A range of sponsorship packages have been developed to defray the costs of the conference and awards ceremony, and approaches are being made to potential sponsors. Ticket sales for both the conference and awards ceremony will also make a significant contribution to costs. A budget tracking tool has been developed to monitor expenditure and income.

4. Recommendation

Members of the Executive Sub-Committee are asked to note that progress that has been made towards the delivery of the Conference and Supplier Awards and note the date within their diaries.