

## Scotland Excel

**To: Executive Sub Committee**

**On: 01 June 2018**

**Report  
by  
Director Scotland Excel**

**Request for Associate Membership of Scotland Excel by Homes for Life  
Housing Partnership**

### **1 Introduction**

In addition to the 32 local authorities who are full members of Scotland Excel, applications can be made for Associate Membership by organisations such as council arms-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 Application**

Following work carried out with them as part of a review of procurement capability within the organisation, Homes for Life Housing Partnership has applied to Scotland Excel for associate membership.

Homes for Life Housing Partnership has 279 properties based in Haddington and the surrounding areas of East Lothian.

Homes for Life Housing Partnership are a registered charity and carry out initiatives to help the homeless find a property.

To ensure the efficient and cost-effective delivery of these services they have approached Scotland Excel and requested approval to become an associate member with access to our contracts.

### **3 Legislative Position**

Before any application is submitted to committee for consideration checks are made into the organisation including scrutiny of the Memorandum & Articles of Association, finances and the type of contracts that the organisation wishes to access. Membership commences once committee has approved the application and a Membership Agreement between Scotland Excel and the organisation is signed.

Scotland Excel monitors all requests from arms-length and other organisations to become associate members to ensure that any legal requirements are met. In this case Homes for Life Housing Partnership qualify for membership as in accordance with the Local Authorities (Goods and Services) Act 1970 section 1 (1B)(c) namely that the organisation is a person who, not being a public body, has functions of a public nature or engages in activities of that nature and the purpose or effect of its access to Scotland Excel's services is to facilitate its discharge of those functions or activities.

### **Recommendation**

It is recommended to committee that the Homes for Life Housing Partnership application to join Scotland Excel as an associate member be approved, at a £500 annual fee, subject to completion and signing of the agreement document.